



## **VERMONT**

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

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

**Fiscal Years 2024 - 2026**

**Date of Acceptance: August 12, 2024**

## **ACCEPTED CVSP**



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

## Part 1 - MCSAP Overview

### Part 1 Section 1 - Introduction

The Federal Motor Carrier Safety Administration (FMCSA) 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 crashes and hazardous materials incidents involving commercial motor vehicles (CMV). The goal of the MCSAP is to reduce CMV-involved crashes, 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 FMCSA by the due date each year. For a State to receive funding, the CVSP needs to be complete and include all required documents. The State must submit a multi-year 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 2024 - 2026)
- Part 2: Crash Reduction and National Program Elements (FY 2024 - 2026)
- Part 3: National Emphasis Areas and State Specific Objectives (FY 2024 - 2026)
- Part 4: Financial Information (FY 2024)
- Part 5: Certifications and Documents (FY 2024)

All of the five eCVSP parts listed above contain subsections. Each subsection category will provide you with detailed explanation and instruction on what to do to complete the necessary tables and narratives.

The MCSAP program includes the eCVSP tool to assist States in developing and monitoring their grant applications. The eCVSP provides ease of use and promotes a uniform, consistent process for all States to complete and submit their plans. States and territories will use the eCVSP to complete the CVSP and to submit either a 3-year plan or an Annual Update. 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 2024:

**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 if any updates are needed for the upcoming fiscal year by answering the "Yes/No" question provided in each Section of Parts 1-3.

- If **"Yes"** is selected, the information provided for Year 1 will be editable and State users can make any necessary changes to their project plan. Answer carefully as there is only one opportunity to select "Yes" before the question is locked.
- If **"No"** is selected, the information in this section will not be editable and the user should move forward to the next section.
- Trend Analysis information that supports your current activities is not editable in Year 2 or 3 of an Annual Update plan.

All multi-year and annual update plans have been pre-populated with data and information from their FY 2023 plans. States must carefully review and update this information to reflect FY 2024 activities prior to submission to FMCSA. The financial information and certifications will be updated each fiscal year.

- Any information added should detail major programmatic changes.
- Add any updates to the narrative areas and indicate changes by preceding it with the heading **"FY 2024 Update"**. Below the heading, include descriptions of the changes to your program, including how any tables were modified.
- The Trend Analysis areas in each section can only be edited in Year 1 of a three-year plan. Trend Analysis data cannot be edited in Years 2 and 3.

**Personally Identifiable Information - PII** is information which, on its own or matched with other data, would permit identification of an individual. Examples of PII include: name, home address, social security number, driver's license number or State-issued identification number, date and/or place of birth, mother's maiden name, financial, medical, or educational

records, non-work telephone numbers, criminal or employment history, etc. PII, if disclosed to or altered by unauthorized individuals, could adversely affect the Agency's mission, personnel, or assets or expose an individual whose information is released to harm, such as identity theft.

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

**Part 1 Section 2 - Mission/Goal Statement****Instructions:**

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

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

The Vermont Department of Motor Vehicles (VTDMV or DMV) is responsible for the safe operation of commercial motor vehicles transporting goods and passengers across Vermont's highways. Personnel within the DMV accomplish this through education, engineering, and enforcement and plan on utilizing the "Safe Systems Approach" outlined in the National Roadway Safety Strategy (NRSS -US DOT Jan. 2022). VTDMV recognizes the shared goal for zero fatalities on our roadways and supports the five key objectives within the NRSS, "Safer People, Safer Roads, Safer Vehicles, Safer Speeds and Post-Crash Care." DMV intends on using objectives found within the NRSS in developing the Vermont CVSP, so that they support the reduction of crashes, fatalities and injuries in this CMV safety program.

DMV's crash reduction goal is consistent with FMCSA's goal of reducing truck and bus related crashes and fatalities. Specifically, DMV's goal is the reduction of CMV crashes and fatalities within the State of Vermont utilizing focused data, analytics, close partnerships with other stakeholders and investments in personnel resources.

Vermont is a small state with an annual average of 196 large truck and bus crashes, and 6.2 fatalities. (MCMIS data snapshot dated 07-11-23 for FFY2017-FFY2021)

Vermont DMV's Commercial Vehicle Enforcement efforts are conducted through both fixed site details and mobile patrols. Fixed site details concentrate on vehicle inspections. All commercial vehicles and drivers are screened and vehicles are selected for inspection based on safety scores, violation(s) observed, or random selection.

Mobile patrols focus on Level III inspections where a traffic enforcement offense has occurred. These patrols are completed primarily in high crash areas on either an interstate highway or a state highway. The desired outcome from these inspections is to change driver behavior in an attempt to reduce crashes, focusing on the "Safer People" objective of the NRSS.

DMV also conducts origin, destination, and terminal inspections on passenger carrier vehicles. The origin and destination inspections are completed primarily at the Vermont/Canada border crossings and at popular tourist locations.

DMV conducts operations at all hours of the day/night in an attempt to capture carriers/drivers that may only operate during night time hours. DMV also conducts post crash inspections on qualifying vehicles in an attempt to identify causation or contributing factors. DMV has four Inspectors certified to conduct Level VI radiological inspections when origin inspections are required for vehicles entering Vermont from Canada or prior to a qualifying load being shipped by CMV. DMV has one non-sworn person who conducts Compliance Reviews/Investigations full time. These investigations are selected and assigned through the FMCSA Vermont Division.

### Part 1 Section 3 - MCSAP Structure Explanation

#### Instructions:

Answer the questions about your CVSP initiatives and briefly describe the State's commercial motor vehicle (CMV) enforcement program funded by the MCSAP grant. For questions answered "Yes", describe your State's initiatives and indicate if more details are provided in other CVSP sections. Please do not include activities or expenses associated with any other FMCSA grant program.

Yes	No	CVSP Initiative Questions
<input checked="" type="radio"/>	<input type="radio"/>	Is the National Roadway Safety Strategy (NRSS) being used as a resource in developing the CVSP?
<input type="radio"/>	<input checked="" type="radio"/>	Are initiatives involving rural roads included in the CVSP?
<input type="radio"/>	<input checked="" type="radio"/>	Are activities regarding Migrant Worker Transportation in Rural Areas included in the CVSP?
<input checked="" type="radio"/>	<input type="radio"/>	Are initiatives regarding human trafficking/smuggling included in the CVSP?
<input checked="" type="radio"/>	<input type="radio"/>	Are activities regarding drug interdiction included in the CVSP?
<input type="radio"/>	<input checked="" type="radio"/>	Are initiatives regarding work zone safety included in the CVSP?
<input checked="" type="radio"/>	<input type="radio"/>	Is your State submitting an annual Training Plan to the National Training Center (NTC)?

The Department of Motor Vehicles (DMV) Commercial Vehicle Enforcement Unit is a comprehensive commercial motor vehicle enforcement agency. The unit is comprised of 23 sworn law enforcement inspector positions and four civilian employees; 1 Captain, 3 Lieutenants, 19 Inspectors, 2 Administrative Assistants, one civilian Compliance Review Inspector, and one part-time Safety Auditor. In addition to DMV, the Vermont State Police and several local municipal and county agencies have MCSAP trained officers within a close partnership. DMV is the lead agency having the responsibility statewide for motor carrier enforcement and is the designated MCSAP lead agency. DMV's Commercial Vehicle Enforcement Unit currently has 17 Inspectors certified in General Hazardous Materials; 6 inspectors certified in Cargo Tank; 2 in Other Bulk Packaging; 4 inspectors certified in Level VI inspections; 1 non-sworn inspector certified in Compliance Reviews; and 7 inspectors certified to conduct Passenger Carrier Inspections. Additionally in regional coordination with New Hampshire State Police, DMV sent 6 Inspectors to a CVSA sponsored Advanced Post-Crash Inspection training in 2023, which brings DMV to a total of 7 Inspectors certified in Post-Crash Inspections.

DMV also has sworn law enforcement detectives that generally are not involved in commercial vehicle enforcement activities, and not included within the CVSP. However, during FFY23, DMV certified one detective to conduct MCSAP Level I inspections. DMV has interest in certifying 2-3 other interested detectives at a minimum of MCSAP Level III certification to assist with CMV enforcement activities, especially augmenting traffic enforcement activities, and crash response for those certified to conduct MCSAP Level I inspections. It is anticipated that these Inspectors will commit approximately 10% - 15% of their time to MCSAP activities throughout the year in order to stay proficient. Their activities will be conducted on patrol and at fixed site details. Necessary items and supplies are budgeted for the addition of detectives participating in MCSAP related activity.

Vermont completes MCSAP inspections roadside while patrolling, and also at fixed site details. DMV Inspectors are also responsible for size and weight enforcement as well as general highway safety. DMV Inspectors split their time based on the activity they are performing, so they are not 100% funded through the MCSAP Grant. Vermont DMV Inspectors spend about 40% of their time completing MCSAP funded activities. The one non-sworn Compliance Review Inspector and one non-sworn part time New Entrant Safety Auditor are 100% funded through MCSAP; therefore, all of their activities performed are MCSAP eligible. The detectives have been assigned to DMV for many years and never had a need for inspection-related equipment. To assist with this transition, the items required for detectives to participate in MCSAP activity are funded at 100%.

DMV Inspectors are all certified to administer Standard Field Sobriety Tests to determine an operator's level of impairment from drugs or alcohol. There are standardized tests recognized in Vermont and taught by the Vermont Criminal Justice Council. DMV Inspectors are also certified in Advanced Roadside Impaired Driving Enforcement

(ARIDE). These are additional tests that can be administered to operators to determine if there is an impairment due to drugs. DMV has one Drug Recognition Expert (DRE) who can administer additional tests, however that Inspector is no longer MCSAP certified and does not spend any time conducting MCSAP activities. If the ability to add MCSAP Inspectors back into the DRE program is realized, then this section can be refreshed. No MCSAP funds are used to support DRE activities.

All DMV Inspectors are issued, and carry, a portable breath testing instrument. These are accessible to Inspectors on mobile patrol and at fixed site details.

All Vermont MCSAP certified officers (excluding DMV's civilian Investigator and part-time New Entrant Auditor) are sworn police officers. They are trained and certified by the Vermont Criminal Justice Council as full time law enforcement officers. All law enforcement officers are trained in drug interdiction. DMV Inspectors have in the past also attended specific commercial vehicle interdiction training such as Drug Interdiction Assistance Program (DIAP). DMV is in the process of scheduling DIAP training in Vermont so new Inspectors and seasoned Inspectors can attend this important training.

DMV has two drug sniffing canines that work with Commercial Vehicle Enforcement Inspectors who are canine handlers. The police dogs ride with the handler while on duty, and are available during patrol and fixed site details. The police dogs are used for screening and searching commercial vehicles.

All of DMV's commercial vehicle drug interdiction activities are completed in conjunction with an inspection.

In addition to DMV's Commercial Vehicle Enforcement Unit, Vermont has MCSAP certified officers from the Vermont State Police, municipalities and counties. The Vermont State Police has two Level I inspectors; Windham County Sheriffs Department has one Level I inspector; Chittenden County Sheriffs Department has one Level I inspector; Morristown Police Department has one Level I inspector, and Vergennes Police Department has one Level III inspector. These are participating agencies only and are not sub grantees. Some of these MCSAP certified officers work with DMV Inspectors at weekly details, and take part in national programs such as Operation Road Check.

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## Part 1 Section 4 - MCSAP Structure

### Instructions:

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

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

The national program elements sub-categories represent the number of personnel involved in that specific activity area.

- **Driver and Vehicle Inspections** includes the number of personnel conducting inspection activities.
- **Traffic enforcement activities** includes the number personnel conducting CMV and Non-CMV traffic enforcement activities.
- **Investigations** includes the number of personnel conducting Investigations, Compliance Reviews, and New Entrant Safety Audits.
- **Public Education and Awareness** includes the number of personnel conducting public education and awareness on CMV topics.
- **Data Collection and Reporting** includes the number of personnel responsible for collecting, processing, analyzing and reporting State data including inspections and crashes, uploading data via SafetyNet and SAFER, and monitoring the quality of data timeliness, accuracy, and completeness.

FMCSA recognizes that some staff may be involved in more than one area of activity.

Lead Agency Information	
Agency Name:	VERMONT DEPARTMENT OF MOTOR VEHICLES
Enter total number of personnel participating in MCSAP activities	27
<b>National Program Elements</b>	<b>Enter # personnel below</b>
Driver and Vehicle Inspections	26
Traffic Enforcement Activities	20
Investigations*	4
Public Education and Awareness	21
Data Collection and Reporting	6
* Formerly Compliance Reviews and Includes New Entrant Safety Audits	

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

Non-funded Agency Information	
Total number of agencies:	5
Total # of MCSAP Participating Personnel:	6



## 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 2024 - 2026 in the areas of crash reduction, roadside inspections, traffic enforcement, audits and investigations, safety technology and data quality, and public education and outreach.*

*For CVSP planning purposes, the State can access detailed counts of its core MCSAP performance measures from the **Analysis & Information Online** (A&I Online) website, <https://ai.fmcsa.dot.gov/Grants>. Portal credentials are required to access this website.*

- **MCSAP Performance Dashboard** – *States can use this information to inform CVSPs and other activities with the goal of reducing crashes, injuries, and fatalities involving CMVs.*

*It provides a snapshot of MCSAP performance in four areas: Crash Overview, National Program Element goals, Enforcement Measures, and Funding Utilization.*

- **Activity Dashboard** – *This dashboard assists States in monitoring MCSAP activities identified in CVSPs and in preparing MCSAP quarterly reports. The reports are viewable by fiscal year and quarter. The most recent five fiscal years are available.*

*Reports are available in three areas: Crash Reduction, Out-of-Service (OOS) report, and National Program Elements (which includes reports on Roadside Inspections, Investigations, State Safety DQ, Safety Audits, Border Enforcement, and Traffic Enforcement).*

- *States can utilize other data reports available on A&I Online located in the Crash Statistics, Enforcement Programs, and Data Quality modules.*
- *States can also use internal State data sources.*

*It is important to always reference data source information used in developing problem statements, baseline information, objectives, and performance goals within the CVSP.*

## Part 2 Section 2 - CMV Crash Reduction

FMCSA's primary mission is to reduce crashes, injuries and fatalities involving large trucks and buses. MCSAP partners also share the goal of reducing CMV-related crashes.

Performance data plays an important role in ensuring MCSAP-funded work across the country is actively and effectively promoting positive CMV safety outcomes. States can use the MCSAP Performance Dashboard to develop CVSPs, and to inform and inspire strategic conversations with FMCSA in the pursuit of our shared safety mission. Crash metrics are included in the Crash Overview section and represent the performance measures most commonly identified by the States.

States can use this data to identify State trends in key crash measures, and compare your State with nationwide and regional data.

### Trend Analysis for 2018 - 2022

#### 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 **Number of 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 **eCVSP Goal column**, enter the goal from the corresponding CVSP for the measurement period.
  - In the **Actual Outcome column**, enter the actual outcome for the measurement period based upon the goal that was set.
- Include the data source and capture date in the narrative box provided below the tables.
- If challenges were experienced while working toward the goals, provide a brief narrative including details of how the State adjusted the program and if the modifications were successful.
- The Trend Analysis area is only open for editing during Year 1 of a 3-year plan. This data is not editable in Years 2 and 3.

**ALL CMV CRASHES**

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

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

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

Measurement Period (Include 5 Periods)		Fatalities	Goal	Outcome
Begin Date	End Date			
01/01/2021	12/31/2021	6	0.1140	0.0906
01/01/2020	12/31/2020	4	0.1140	0.0666
01/01/2019	12/31/2019	11	0.1140	0.1497
01/01/2018	12/31/2018	7	0.1140	0.0953
01/01/2017	12/31/2017	5	0.1140	0.0673

**MOTORCOACH/PASSENGER CARRIER CRASHES**

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

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

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

Measurement Period (Include 5 Periods)		Fatalities	Goal	Outcome
Begin Date	End Date			
01/01/2021	12/31/2021	0	0.1140	0
01/01/2020	12/31/2020	0	0.1140	0
01/01/2019	12/31/2019	1	0.1140	0.0136
01/01/2018	12/31/2018	1	0.1140	0.0140
01/01/2017	12/31/2017	0	0.1140	0

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

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

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

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

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

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

Measurement Period (Include 5 Periods)		Fatalities	Goal	Outcome
Begin Date	End Date			
01/01/2021	12/31/2021	0	0.1140	0
01/01/2020	12/31/2020	0	0.1140	0
01/01/2019	12/31/2019	2	0.1140	0.0272
01/01/2018	12/31/2018	2	0.1140	0.0280
01/01/2017	12/31/2017	0	0.1140	0

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

FMCSA Motor Carrier Management Information Systems (MCMIS) data snapshot as of 03/31/2023, including crash records in Webcrash through 07/11/2023. Although the request is for trend analysis from 2018 to 2022, the data provided above in the average CMV fatal crash rate does not have 2022 data. VMT information was obtained from the Vermont Agency of Transportation Highway Research. Annual VMT (millions): 2017-7424.4 2018-7142.6 2019-7345.6 2020-5990.6 2021-6644.0

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

Vermont is a small state with relatively low VMT and few fatal crashes each year. Vermont's goal has been consistent with FMCSA's goal of reducing the number of fatal CMV crashes. Since Vermont is a small state, a couple of bad crashes severely impacts the outcome and trend. Many of the fatal crashes that CMVs are involved in are not caused by the CMV drivers or vehicles, but instead other highway users. This makes trying to reduce crashes challenging, as we have limited ability to cause behavior change in the non-CMV motoring public.

In the current year (CY2023) approximately 44% of operators involved in fatal crashes statewide (both CMV & Non-CMV) are measured to have been influenced by either drugs, alcohol or both. Approximately 20% had active Cannabis Delta 9 THC confirmed in their system. Vermont has a depleted number of police resources, which makes proactive enforcement a secondary priority to answering calls for service, which is impacting traffic enforcement.

Vermont's Crash Reduction Goals have been designed to attempt to reduce the number of large truck and bus crashes in Vermont. In the past, DMV has been successful in reducing crashes in identified high crash counties however, the average number of crashes statewide has remained static. DMV has learned from past multi-year crash objectives, simply reducing crashes in the high crash counties did not achieve lesser total crashes statewide. DMV does not want to sacrifice the safety on one highway for safety on another highway. DMV will continue to schedule traffic enforcement patrols statewide, on both Interstate Highways and State Highways. DMV tries to maintain an omnipresent image using available resources so large truck and bus drivers are alert on all Vermont roadways.

Vermont has extremely few fatalities from passenger carrier crashes, and has not experienced a fatality since 2019. Vermont does have an active passenger carrier inspection program, and our activities are represented in other areas of this CVSP.

Vermont has no specific hazardous materials crash reduction goal. Vermont has few fatal crashes involving the transportation of hazardous materials. This is included in the large truck crash reduction goal. From CY2017-CY2021, Vermont only had four fatalities involving placarded hazardous materials vehicles. The two fatalities in 2018 were both in the same vehicle, transporting hazardous materials, when it crashed due to the driver experiencing a medical emergency. DMV's hazardous materials enforcement activities are represented in other areas of this CVSP.

UPDATE: Response to reviewer comment 27989 - VT DMV was aware when designing this crash reduction plan that a lessening of NESAs activity and inspection numbers would be viewed as hindering the crash reduction strategy, which is why other parts of this plan were designed to bolster total crash reduction activity. This is evident in our increase in targeted traffic enforcement patrols and our focus on all CMVs, including ones with GVWRs between 10,001 to 26,000 lbs. Additionally, with the increase in traffic enforcement patrols, we can better impact other aggressive cars and trucks operating around CMVs, which are often the at-fault vehicles in crashes. Also, the initiation of the "Unsafe Driving Impact Program" will have a continued positive reduction of crashes over the next few years. It's important to realize that when DMV lost a NESAs Auditor this past year, it had a severe impact on the ability to complete audits. This employee had worked 20 hours a week, or 1,040 hours a year of new entrant time. Conversely, our two sworn Inspectors doing NESAs activity are assigned 8 hours weekly. With the newly added responsibilities of handling and investigating all CMV truck crashes statewide, we cannot allow these sworn Inspectors to work more NESAs activity as they are needed in the field for emergent handling of incidents. DMV has always hired NESAs Auditors from retiring DMV Inspectors; however, we do not believe this will be a possibility in the near future, as most aren't currently eligible to retire. If this option becomes available within the coming years, DMV will seize that opportunity.

UPDATE: Response to reviewer comment 27986 - VT DMV is unique because we are part of the Vermont Agency of Transportation (VTrans). DMV has, for many years, as a part of VTrans, worked cooperatively with our ongoing construction projects to conduct high-visibility enforcement in work zones. Unfortunately, this past action has actually led to concerns of increased crashes in these areas due to the limited space within work zones to conduct enforcement safely. This has led to VTrans actually discouraging heavy enforcement in and near work zones. Vermont has a seasonal construction season (limited to summer months), and most of DMV's enforcement impacts vehicular traffic traversing these construction work zones. This approach results in enforcement actions while keeping motorists and construction workers safer.

## **Narrative Overview for FY 2024 - 2026**

### **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.**

Vermont's goal of reducing the number of large truck and passenger carrier crashes is consistent with FMCSA's goal. In this Crash Reduction Goal, Vermont will concentrate on crash reduction statewide. By concentrating enforcement efforts statewide, it will allow Inspectors to broaden their patrols in an effort to affect more of the state and hopefully reduce the total number of crashes statewide. This method of broad effort also allows the DMV to shift course rapidly using the most current data and trends where it is needed. Vermont averages 196 crashes per year (CY2017-CY2021). This will be the baseline used for future measurement. During this baseline period, there doesn't seem to be any trend for specific days or times that are consistently reflected as high crash days, times, road type, or location. Crashes are occurring every day of the week at all different hours on all roadway types.

Crash reports uploaded to the Vermont Electronic WebCrash Repository can be monitored to see if any crash trends appear throughout this objective. If trends appear, directed patrols will be scheduled to target those trends.

DMV will use statewide enforcement efforts to attempt to reduce the number of crashes statewide by 2% in CY2024, 2% in CY2025, and 2% in CY2026.

The best tool to prevent crashes is changing driver behavior, which is a priority component of the Safer People objective within the NRSS. DMV uses targeted traffic enforcement patrols in an effort to change driver behavior for CMVs and non-CMV's operating around CMVs. The traffic enforcement patrols outlined in the Traffic Enforcement National Program Element are also used in this crash reduction effort and will be used to focus enforcement on the lower GVWR vehicles between 10,001 to 26,000 lbs.

In this crash reduction goal, Vermont DMV intends to also specifically include traffic enforcement of interstate and intrastate motor carrier trucks weighing between 10,001 and 14,000 lbs. As mentioned in the FMCSA planning memorandum (FMCSA May, 2023), this category of commercial vehicle has experienced a 44% increase in fatal crashes nationally. Although these intrastate CMV's will not be able to be inspected under FMCSA regulations, DMV Inspectors will still focus effort and take appropriate enforcement actions to encourage safer people and safer speeds desired by the NRSS.

To assist personnel in achieving the above crash reduction goals, DMV will provide additional training to staff during in-service training days regarding specific commerce related questions that can be asked during stops with trucks to further bring trucks into the federal regulations.

This goal of enforcement action with this segment of commercial vehicles (10,001 lbs to 26,000 lbs) is also a good way for us to collect and analyze data which is desired as part of FMCSA's Crash Causation Factor Program (CCFP). DMV intends to be part of the CCFP as it is designed and moves into a more solid plan. DMV will also be able to ensure that full crash causation is realized as MCSAP certified Inspectors will be expensing resources in both crash investigation and post-crash inspection, which allows a more coordinated approach to cause finding.

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

FMCSA Motor Carrier Management Information Systems (MCMIS) data snapshot as of 03/31/2023, including crash records in Webcrash through 07/11/2023.

### **Projected Goal for FY 2024 - 2026:**

**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 would be shown as 4 percent. If the crash reduction goal is 15 crashes per year, then each annual goal would be shown as 15.**

Fiscal Year	Annual Crash Reduction Goals
2024	2
2025	2
2026	2

This crash reduction goal will run from CY2024 to the end of CY2026 (3 years). 1. Reduce the number of crashes statewide by 2% at the end of CY2024. 2. Reduce the number of crashes statewide by 2% at the end of CY2025. 3. Reduce the number of crashes statewide by 2% at the end of CY2026. 4. Use traffic enforcement patrols to reduce crash incidents statewide during this three year objective.

***Program Activities for FY 2024 - 2026: 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.***

1. DMV employees specifically assigned to SSDQ measures will review crash reports uploaded into the Vermont Electronic Crash Repository on a monthly basis for any problematic trends (ie: consistent locations, days, times, causation factors). This review will also help ensure that Vermont's SSDQ measures are being appropriately cared for and managed.

2. Sector Lieutenants will schedule 12 specific traffic enforcement patrols per month (144 per year). These patrols will average approximately 3 hours each (432 hours per year). The desired focus of these traffic patrol details will be to focus on dangerous driving and unsafe speeds on all commercial vehicles (including trucks with GVWRs between 10,001 to 26,000 lbs). Alongside the CMV focus, DMV Inspectors conducting these patrols will also take enforcement actions against operators of non-commercial cars and trucks which are operating in a dangerous manner around commercial motor vehicles. These stops will be coded by inspectors as "TACT Stops" (Ticketing Aggressive Cars & Trucks) and measurable.

This above activity will be completed to meet two objectives within the NRSS which encourages safer people and safer speeds.

3. Sector Lieutenants will also deploy digital speed feedback signs and virtual message boards in problematic areas. When areas are identified by data analysis trends these devices will be used to provide driver feedback to further educate operators and encourage safe driving habits. This activity also provides DMV with further data analytics about highway speeds and traffic trends so that personnel can be intelligently resourced. When feasible DMV Inspectors engaged in direct traffic patrols (referenced above in #2) will conduct these patrols in coordination with these devices. Sector Lieutenants will deploy either speed feedback signs or virtual message boards on one state or interstate highway each quarter.

This above activity will be completed to meet two objectives within the NRSS which encourages safer people and safer speed

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

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

The State of Vermont has a CMV Crash Protocol for all law enforcement agencies to contact DMV's Commercial Vehicle Enforcement Unit (office or on call supervisor) when they respond to a CMV crash involving a tow away, injury, or fatality. DMV Inspectors complete a significant crash reporting form when they respond to a CMV crash and complete a qualifying post crash inspection. These crash reporting forms are sent to a supervisor for review, and attached to the incident in DMV's electronic incident reporting system.

Inspectors also complete an incident in DMV's electronic incident reporting system (Valcour) for each specific scheduled traffic enforcement patrol. Included in these incidents are the number of stops, inspections by level, driver violations, drivers out of service, and tickets issued. Additionally DMV will capture information in the same manner for GVWR trucks between 10,001 lbs - 26,000 lbs, (number of stops and tickets issued to their operators). "TACT Stops" (Ticketing Aggressive Cars & Trucks) will be included in activity totals via DMV's Valcour RMS system.

Any of this information is retrievable from the electronic database.

DMV will report on digital feedback sign and virtual message board placement, why it was placed in a location, and the results of available reporting.



## Part 2 Section 3 - Roadside Inspections

*In this section, provide a trend analysis, an overview of the State's roadside inspection program, and projected goals for FY 2024 - 2026. 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 2018 - 2022**

Inspection Types	2018	2019	2020	2021	2022
Level 1: Full	1738	1940	1256	1448	1280
Level 2: Walk-Around	2185	3602	2647	3696	3300
Level 3: Driver-Only	1866	1954	1342	1634	1751
Level 4: Special Inspections	36	26	1	4	0
Level 5: Vehicle-Only	98	79	109	90	60
Level 6: Radioactive Materials	1	1	1	1	1
<b>Total</b>	<b>5924</b>	<b>7602</b>	<b>5356</b>	<b>6873</b>	<b>6392</b>

### **Narrative Overview for FY 2024 - 2026**

#### **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.**

VTDMV uses the inspection platform "Inspect" by our vendor Iteris. This platform also houses our CVIEW platform so that all data is in one location. Some data is also captured in a CAD/RMS system, Valcour. Most of the information in Valcour is redundant for information captured in roadside inspections application.

#### **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.**

Vermont DMV conducts both roadside inspections while on patrol and inspections at fixed site details. On patrol days, Inspectors are assigned a specific area (town, highway, or geographical location). This is when most level III inspections and traffic enforcement inspections are completed. Each Inspector normally has about three patrol days per week. Patrol days are also when Inspectors are assigned specific traffic enforcement patrols as outlined in the Crash Reduction Goal. Inspectors also generally work one or two fixed site details per week. DMV's Commercial Vehicle Enforcement Unit is divided into three sectors; there is normally a minimum of four fixed site details completed throughout the state each week. DMV has several locations used for fixed site details. Most locations are located on the Interstate Highway System, but there are also sites located on State Highways. DMV conducts fixed site details in conjunction with federal, state, county, and local MCSAP partners. DMV also works closely with border officials when working the various ports of entry between Vermont and Canada. DMV Inspectors are not completely funded through the MCSAP program. Inspectors divide their time between eligible MCSAP activities and other state funded activities. Inspectors dedicate approximately 40% of their time to MCSAP eligible activities. Fixed site details are typically completely funded through MCSAP, while patrol days are split based on the amount of MCSAP activities and state funded activities. Inspection activity is monitored through FMCSA databases by sector Lieutenants. These reports allow progress to be monitored and occasionally compared to national averages.

MCSAP funded activities are described by each individual Inspector in Vermont's payroll system.

Lead Agency - 23 Full time inspectors, 1 part-time new entrant auditor, and 1 full-time compliance review investigator that maintain MCSAP certifications but do not conduct roadside inspections on a regular basis.

When making a goal on the amount of inspection numbers that Vermont DMV would produce, it's important to realize that previous inspection goals from past CVSPs were designed around having several extra positions (notably 4 extra BEG Inspectors) that did not stay funded. These inspection goals were not revised and ended up not being able to be met. This is why the total number of inspections is lower than in years past. DMV would prefer to have attainable goals which we can strive to reach.

These goals have been reworked to emphasize areas of our enforcement plan that support the NRSS goals of Safer People and Safer Speeds. This is the reason why DMV is producing a goal of having 45% of all inspections completed, as Level 3 Driver Inspections. Just as nationally, Vermont finds itself in an environment where a significant amount of CMV crashes are caused by the human element.

DMV Inspectors check the DACH as part of the regular inspection process since this function became available through CDLIS. This function is now available in Inspect, our inspection production platform. In FFY2022, Vermont cited 19 drivers for operating while prohibited in the DACH. Vermont will attempt to capture a total of 15% more prohibited drivers (21 drivers) in the coming fiscal years. Data source: Inspect (CMV Roadside Inspection Program).

This increased DACH goal will run from CY2024 to the end of CY2026 (3 years). 1. Increase prohibited driver catches by 5% at the end of CY2024. 2. Increase prohibited driver catches by 5% at the end of CY2025. 3. Increase prohibited driver catches by 5% at the end of CY2026.

DMV also plans on placing resources in areas where VTrans have properly setup work zones, so that inspections can be done to enhance work zone safety. In the past, many of VTrans' work zones have been difficult to work in, as they are limited in size for enforcement. DMV will continue to work with VTrans where there are work zone areas that are conducive to enforcement.

Another area that is important to DMV and Vermont is our Human Trafficking initiatives that we support in every single inspection. Every DMV Inspector assigned to conduct inspections has in depth training, which has been conducted in partnership with "Truckers Against Trafficking". Every inspection is an opportunity to check for this illegal activity and to change the life of a victim.

## **Projected Goals for FY 2024 - 2026**

### **Instructions for Projected Goals:**

Complete the following tables in this section indicating the number of inspections that the State anticipates conducting during Fiscal Years 2024 - 2026. For FY 2024, 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:** VERMONT DEPARTMENT OF MOTOR VEHICLES

**Enter the total number of certified personnel in the Lead agency:** 25

Projected Goals for FY 2024 - Roadside Inspections					
Inspection Level	Non-Hazmat	Hazmat	Passenger	Total	Percentage by Level
Level 1: Full	1200	250	20	1470	27.06%
Level 2: Walk-Around	1200	250	20	1470	27.06%
Level 3: Driver-Only	2400		20	2420	44.55%
Level 4: Special Inspections	10			10	0.18%
Level 5: Vehicle-Only			60	60	1.10%
Level 6: Radioactive Materials		2		2	0.04%
<b>Sub-Total Lead Agency</b>	<b>4810</b>	<b>502</b>	<b>120</b>	<b>5432</b>	

#### **MCSAP subrecipient agency**

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

**Subrecipient is:**

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

Projected Goals for FY 2024 - Subrecipients					
Inspection Level	Non-Hazmat	Hazmat	Passenger	Total	Percentage by Level
Level 1: Full				0	%
Level 2: Walk-Around				0	%
Level 3: Driver-Only				0	%
Level 4: Special Inspections				0	%
Level 5: Vehicle-Only				0	%
Level 6: Radioactive Materials				0	%
<b>Sub-Total Subrecipients</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	

**Non-Funded Agencies**

Total number of agencies:	5
Enter the total number of non-funded certified officers:	6
Enter the total number of inspections projected for FY 2024:	250

**Summary**

## Projected Goals for FY 2024 - Roadside Inspections Summary

Projected Goals for FY 2024 Summary for All Agencies					
<b>MCSAP Lead Agency: VERMONT DEPARTMENT OF MOTOR VEHICLES</b>					
<b># certified personnel: 25</b>					
<b>Subrecipient Agencies:</b>					
<b># certified personnel: 0</b>					
<b>Number of Non-Funded Agencies: 5</b>					
<b># certified personnel: 6</b>					
<b># projected inspections: 250</b>					
Inspection Level	Non-Hazmat	Hazmat	Passenger	Total	Percentage by Level
Level 1: Full	1200	250	20	1470	27.06%
Level 2: Walk-Around	1200	250	20	1470	27.06%
Level 3: Driver-Only	2400		20	2420	44.55%
Level 4: Special Inspections	10			10	0.18%
Level 5: Vehicle-Only			60	60	1.10%
Level 6: Radioactive Materials		2		2	0.04%
<b>Total MCSAP Lead Agency &amp; Subrecipients</b>	<b>4810</b>	<b>502</b>	<b>120</b>	<b>5432</b>	

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

**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 2025 Roadside Inspections	Lead Agency	Subrecipients	Non-Funded	Total
Enter total number of projected inspections	5500	0	200	5700
Enter total number of certified personnel	23	0	6	29
Projected Goals for FY 2026 Roadside Inspections				
Enter total number of projected inspections	5500	0	200	5700
Enter total number of certified personnel	23	0	6	29

## Part 2 Section 4 - Investigations

Describe the State's implementation of FMCSA's interventions model for interstate carriers. Also describe any remaining or transitioning compliance review program activities for intrastate motor carriers. Include the number of personnel assigned to this effort. Data provided in this section should reflect interstate and intrastate investigation activities for each year. The Trend Analysis area is only open for editing during Year 1 of a 3-year plan. This data is not editable during Years 2 and 3.

☐

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

### Trend Analysis for 2018 - 2022

Investigative Types - Interstate	2018	2019	2020	2021	2022
Compliance Investigations	0	0	0	0	0
Cargo Tank Facility Reviews	0	0	0	0	0
Non-Rated Reviews (Excludes CSA & SCR)	0	1	10	5	2
CSA Off-Site	0	3	0	1	0
CSA On-Site Focused/Focused CR	15	5	2	0	2
CSA On-Site Comprehensive	4	10	3	3	2
<b>Total Investigations</b>	<b>19</b>	<b>19</b>	<b>15</b>	<b>9</b>	<b>6</b>
Total Security Contact Reviews	1	1	0	1	0
Total Terminal Investigations	0	0	0	0	0

Investigative Types - Intrastate	2018	2019	2020	2021	2022
Compliance Investigations	0	0	0	0	0
Cargo Tank Facility Reviews	0	0	0	0	0
Non-Rated Reviews (Excludes CSA & SCR)	0	0	0	0	4
CSA Off-Site	0	0	0	0	0
CSA On-Site Focused/Focused CR	6	3	0	0	0
CSA On-Site Comprehensive	1	1	0	0	1
<b>Total Investigations</b>	<b>7</b>	<b>4</b>	<b>0</b>	<b>0</b>	<b>5</b>
Total Security Contact Reviews	0	0	0	0	1
Total Terminal Investigations	0	0	0	0	0

**Narrative Overview for FY 2024 - 2026****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 2024 - 2026**

Complete the table below indicating the number of investigations that the State anticipates conducting during FY 2024 - 2026.

Projected Goals for FY 2024 - 2026 - Investigations						
Investigation Type	FY 2024		FY 2025		FY 2026	
	Interstate	Intrastate	Interstate	Intrastate	Interstate	Intrastate
Compliance Investigations	0	0	0	0	0	0
Cargo Tank Facility Reviews	0	0	0	0	0	0
Non-Rated Reviews (Excludes CSA & SCR)	3	0	3	0	3	0
CSA Off-Site	6	0	7	0	8	0
CSA On-Site Focused/Focused CR	5	0	5	0	5	0
CSA On-Site Comprehensive	6	0	6	0	6	0
<b>Total Investigations</b>	<b>20</b>	<b>0</b>	<b>21</b>	<b>0</b>	<b>22</b>	<b>0</b>
Total Security Contact Reviews	0	0	0	0	0	0
Total Terminal Investigations	0	0	0	0	0	0

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

Vermont DMV has for several CVSPs had a goal of 22 carrier interventions a year, which we have not been successful in achieving. When examining this trend we attempted to find reasons for which this unmet goal lingered. We discovered that this goal of 22 carrier interventions had long ago been set when Vermont DMV first began doing compliance reviews. At that time DMV had two full-time CVE Inspectors assigned to these investigations, on a part-time basis. Although there is a reduction of overall investigations in this current CVSP, the actual amount of investigations completed by our sole Investigator is still more than previously expected. Previously under the old goals, the two assigned Inspectors would each have completed 11 carrier interventions. This goal will have DMV's one Investigator completing 14 carrier interventions. As in our inspection number goals, Vermont DMV wishes to set a realistic goal of these investigations, which we can likely meet. DMV will increase the amount of CSA off-site investigations as outlined in our program activities below.

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

Vermont DMV has one full-time non-sworn Investigator position that is 100% MCSAP funded and dedicated to Carrier Interventions. Carrier investigations are assigned, monitored, and reviewed by the FMCSA Vermont Division. The Investigator has completed Enhanced Investigative Techniques training and works closely with the FMCSA Vermont Division. This Investigator is responsible for contacting, scheduling, completing, closing out, and submitting the findings to FMCSA Vermont Division. Even with having this full-time Investigator working on carrier investigations on a full-time basis, it is difficult to anticipate the number of investigations that will be completed. DMV has set a goal of completing 14 Carrier Interventions each FFY 2024-2026.

In conjunction with these investigations, this full time non-sworn Investigator is going to be assisting with SSDQ measures and working on two education/outreach programs which directly involve dangerous Vermont domiciled motor carriers over the unsafe driver BASIC threshold. This Inspector will also provide a Hazardous Materials outreach program (in conjunction with the Vermont Fuel Dealers Association).

DMV's investigation time will overlap with this new outreach, education initiative called the "Unsafe Driving Impact Program". This program will focus on carriers that are over the unsafe driving thresholds and provide a mechanism for educational outreach, focused roadway enforcement and formal investigation mitigation by DMV.

Due to the initiation of the "Unsafe Driving Impact Program", DMV will perform 6 CSA off-site investigations for FY2024, bringing total investigations to a goal of 20. DMV will perform 7 CSA off-site investigations for FY2025, bringing total investigations to a goal of 21. DMV

will perform 8 CSA off-site investigations for FY2026, bringing total investigations to a goal of 22.

DMV will initiate investigations and enforcement actions in coordination with the FMCSA Vermont Division Administrator. DMV will also notify the FMCSA Vermont Division Administrator when the DMV makes initial contact with a carrier regarding outreach as part of the "Unsafe Driving Impact Program".

As a general guideline, motor carriers will be subject to a focused off-site review and FMCSA enforcement action, with the approval of the FMCSA Vermont Division Administrator, under the following conditions:

- the carrier has an SMS score above the intervention threshold in the Unsafe Driving BASIC between 1 to 5 months in a 24 consecutive month period, the 24-month review period ending not more than 60 days prior to commencing the investigation, or
- the motor carrier has previously been cited by FMCSA in a compliance investigation for Unsafe Driving violations, and
- on at least one occasion with the prior 365 days of investigation, a driver has been convicted of an unsafe driving offense, the offense occurring while operating a CMV for the motor carrier in interstate commerce. (this provision shall apply to only the enforcement conducted within an investigation, not the initiation of a focused off-site review).

***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.***

Virtually all aspects of the carrier interventions are monitored by FMCSA Vermont Division. DMV will monitor the program on a quarterly basis to meet the stated goal of 14 investigations. Additionally, DMV will also report quarterly on the activity conducted on the "Unsafe Driving Impact Program" and its stated goals. DMV and FMCSA maintain regular contact to discuss progress. Since DMV only has one Inspector completing carrier investigations, that Investigator is responsible to maintain certification. Vermont DMV shares the success of this program with FMCSA, since we have no intrastate program. Other than the number of investigations completed, the only real measure Vermont has is whether or not the reviews are approved by the Federal Programs Manager when they are submitted, and if FMCSA is successful in their Notice of Claims when enforcement action is taken.



**Part 2 Section 5 - Traffic Enforcement**

*Traffic enforcement means documented enforcement activities by 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 2018 - 2022**
**Instructions:**

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

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

State/Territory Defined Measurement Period (Include 5 Periods)		Number of Documented CMV Traffic Enforcement Stops with an Inspection	Number of Citations and Warnings Issued
Begin Date	End Date		
01/01/2022	12/31/2022	1383	2675
01/01/2021	12/31/2021	744	1052
01/01/2020	12/31/2020	592	1159
01/01/2019	12/31/2019	1215	2447
01/01/2018	12/31/2018	1138	2425

☒ **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.**

State/Territory Defined Measurement Period (Include 5 Periods)		Number of Documented Non-CMV Traffic Enforcement Stops	Number of Citations and Warnings Issued
Begin Date	End Date		
01/01/2022	12/31/2022	31	33
01/01/2021	12/31/2021	18	19
01/01/2020	12/31/2020	26	29
01/01/2019	12/31/2019	66	70
01/01/2018	12/31/2018	87	95

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

Data Source for Traffic Enforcement information: Motor Carrier Management Information Systems (MCMIS) data snapshot as of 07/11/2023. The number of citations and warnings indicated in the CMV Traffic Enforcement with Inspection chart is the number of violations of the traffic enforcement inspections. Each violation was either a ticket or a warning. DMV does not conduct CMV traffic enforcement without an inspection. DMV does conduct non-CMV traffic enforcement activity when such non-CMVs are operating unsafely around CMVs. Data Source for Traffic Enforcement information non-CMV: Valcour RMS System snapshot as of 07/11/2023.

**Narrative Overview for FY 2024 - 2026****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](#).*

Vermont DMV Inspectors conduct traffic enforcement primarily on patrol days. Traffic enforcement is conducted on Interstate Highways and State Highways. Inspectors monitor the operation of CMV drivers and initiate traffic stops and inspections when an infraction is observed. When a traffic enforcement inspection is completed, the Traffic Enforcement box is checked off on the inspection report. All Inspectors are issued a hand held speed detection device as well as a fixed radar unit mounted in the vehicle to detect speeding violations. Inspectors will also initiate traffic stops and inspections when a CMV appears to exceed statutory height, length, width, or weight limits. In addition, Inspectors are assigned specific traffic enforcement patrols. These patrols target CMV operation within high crash areas identified by current data trends and analysis. The results of these specific traffic enforcement patrols are documented in Valcour (CAD/RMS). These patrols are intended to reduce the number of CMV related crashes statewide. While conducting traffic enforcement, Inspectors monitor CMV traffic and non-CMV traffic (which is operating dangerously around CMVs).

CMVs will be stopped when a traffic enforcement offense is observed. This violation is documented on an inspection report whether or not a ticket is issued. DMV completes an average of approximately 12 specific traffic enforcement patrols per month. These patrols target a specific location and last about 3 hours per patrol. Other traffic enforcement activities occur on scheduled patrol days and are included within the Inspectors 40% MCSAP activities. Vermont's traffic enforcement activities are a year long event. They are affected by inclement weather during the winter months. Inspection totals in FMCSA databases will be reviewed on a monthly basis to ensure that adequate traffic enforcement inspections are completed and Vermont will meet FMCSA's goal of 33% Level III inspections. Completed traffic enforcement patrols can be monitored anytime using Valcour by sector Lieutenants. Traffic enforcement activities are adjusted based on CMV crash data or enforcement needs.

**Projected Goals for FY 2024 - 2026**

*Using the radio buttons in the table below, indicate the traffic enforcement activities the State intends to conduct in FY 2024 - 2026. 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 2024	FY 2025	FY 2026
<input checked="" type="radio"/>	<input type="radio"/>	CMV with Inspection	1400	1550	1700
<input type="radio"/>	<input checked="" type="radio"/>	CMV without Inspection	0	0	0
<input checked="" type="radio"/>	<input type="radio"/>	Non-CMV	40	40	40
<input checked="" type="radio"/>	<input type="radio"/>	Comprehensive and high visibility in high risk locations and corridors (special enforcement details)	96	96	96

In order to be eligible to utilize Federal funding for Non-CMV traffic enforcement, States must maintain an average number of safety activities which include the number of roadside inspections (including border inspections, if applicable), carrier investigations, and new entrant safety audits conducted in the State for Fiscal Years 2014 and 2015.

The table below displays the information you input into this CVSP from the roadside inspections (including border inspections, if applicable), investigations, and new entrant safety audit sections. The sum of your planned activities must equal or exceed the average number of 2014/2015 activities to be eligible to utilize Federal funding for Non-CMV traffic enforcement.

FY 2024 Planned Safety Activities				
Inspections	Investigations	New Entrant Safety Audits	Sum of FY 2024 Activities	Average 2014/15 Activities
6187	20	140	6347	6070

***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.***

Vermont DMV completes on average 12 specific traffic enforcement patrols per month (144/year) in high risk areas, as well as some group traffic enforcement saturation patrol events. Each individual traffic enforcement patrol is a minimum of 3 hours.

DMV will record Traffic Enforcement inspection numbers in "Inspect" by selecting the traffic enforcement toggle button to track this data. These selected inspections will be measured and reported on a quarterly basis and provided directly to each sector Lieutenant for use in coordinating the activities.

DMV does not complete CMV traffic enforcement stops on vehicles that qualify for MCSAP inspections while billing activity to MCSAP funds. However, as part of this CVSP, DMV will conduct traffic enforcement on intrastate CMV's without inspections to meet crash reduction goals. If the vehicle meets MCSAP inspection criteria, an inspection will be done every time. This is able to be monitored in Valcour, DMV's Incident Management System.

DMV will complete 40 traffic stops for non-CMV's driving unsafely around CMV's each year. These activities will be recorded and monitored in Valcour, DMV's Incident Management System. Progress will be reported on a quarterly basis and provided directly to each sector Lieutenant for use in coordinating the goal.

## Part 2 Section 6 - Safety Technology

This section covers two of FMCSA's safety technology programs:

- Innovative Technology Deployment (ITD)
- Performance and Registration Information Systems Management (PRISM)

Please complete the information below to indicate your State's participation level in each program, along with specific information about how MCSAP Operations and Maintenance (O&M) funding is used to support each of these safety technology programs. **All O&M expenses for both ITD and PRISM must be included and described both in this section and in the appropriate section of Part 4, Financial Information.**

### Innovative Technology Deployment (ITD)

The ITD program is a key component of the FMCSA's drive to improve commercial motor vehicle safety. The ITD program empowers States to apply cutting-edge technology to share data more effectively and improve roadway safety.

With the enhanced funding provided to each State as part of the Bipartisan Infrastructure Law (BIL), certain technologies may be funded by MCSAP if certain criteria outlined below are met.

The technology:

- Is widely available not requiring any product development
- Can be fully deployed and operational within the period of performance
- Has a direct impact on CMV safety based on verified performance data
- Is outlined in a State's approved ITD Program Plan/Top Level Design (PP/TLD) if required

If there is a need for any technology development as part of a MCSAP project, and if the time to fully implement the technology exceeds the MCSAP period of performance, then the HP-ITD grant would be the appropriate source for federal funding. All ITD technology projects proposed will be reviewed by the ITD Program Office for eligibility determination.

ITD O&M is defined as costs associated with deployment projects that maintain and repair real property, or a system, based on its current status and abilities. O&M costs may also include memberships, fees, dues, program travel, and other related program costs that maintain or support deployment activities, as defined previously in the MCSAP Comprehensive Policy (MCP) section 5.2.

### Performance and Registration Information Systems Management (PRISM)

FMCSA's PRISM program is a partnership with State CMV registration offices and law enforcement that improves highway safety by identifying and immobilizing commercial motor carriers that are prohibited from operating due to a Federal Out-of-Service (OOS) order. PRISM is a key component to FMCSA's mission to reduce the number of CMV crashes, injuries and fatalities in a rapidly expanding interstate motor carrier population. PRISM provides States a safety mechanism to identify and immobilize motor carriers with serious safety deficiencies and hold them accountable through registration and law enforcement sanctions. States may fund new PRISM system development, deployment, as well as Operations and Maintenance. Further information regarding full participation in PRISM can be found in the MCP Section 4.3.1.

PRISM O&M are costs associated with projects that improve CMV safety, maintain and/or advance PRISM levels. O&M costs may also include memberships, fees, dues, program travel, and other related program costs that maintain or support PRISM deployment activities. All PRISM technology projects proposed will be reviewed by the PRISM Program Manager for eligibility determination.

### 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, specific details must be included both in this section and in your Part 4 Spending Plan.

Technology Program	Current Compliance Level	Include O & M Costs?
ITD	Core ITD Compliant	No
PRISM	Enhanced Participation	No

## Available data sources:

- The [Innovative Technology Deployment \(ITD\) website](#) is a centralized repository for information that States should utilize to plan and implement effective ITD programs. ITD users can log in to query information from SAFER and other FMCSA systems, as well as access resources including recordings of previous webinars, conference materials, and web infrastructure technical specifications.
- The [PRISM Data and Safety Hub \(DASH\)](#) is an online workspace where State partners can log in to access reports, submit data, get materials to help implement PRISM and obtain information on the Level Up initiative.

**Enter the agency name responsible for ITD in the State:** Department of Motor Vehicles

**Enter the agency name responsible for PRISM in the State:** Department of Motor Vehicles

**Narrative Overview for FY 2024 - 2026**

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

Vermont is currently at Enhanced Participation PRISM compliance. Vermont has firm barriers in the way of regulatory structure and statutes that currently hinder the ability to move into Expanded Participation PRISM compliance

***Program Activities for FY 2024 - 2026: Describe any activities that will be taken to implement, maintain or improve your ITD and PRISM programs. Include a description of O&M costs for ITD and PRISM.***

Vermont intends to maintain its current level of participation at Enhanced PRISM compliance.

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

Vermont DMV Commercial Vehicle Operations submits quarterly PRISM and ITD reports and will continue to do so during the course of this CVSP.

## Part 2 Section 7 - Public Education and Outreach

*A public education and outreach program is designed to provide information on a variety of traffic safety issues related to CMVs and non-CMV's that operate around large trucks and buses. 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 2018 - 2022**

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

Public Education and Outreach Activities	2018	2019	2020	2021	2022
Carrier Safety Talks	22	6	7	6	14
CMV Safety Belt Education and Outreach	1	4	0	0	0
State Trucking Association Meetings	4	4	1	1	1
State-Sponsored Outreach Events	15	10	3	3	4
Local Educational Safety Events	16	9	3	1	4
Teen Safety Events	10	6	1	1	3

### **Narrative Overview for FY 2024 - 2026**

**Performance Objective: 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 activities the State plans to conduct, including but not limited to passenger transportation, work zone safety, hazardous materials transportation, human trafficking/smuggling, and share the road safety initiatives. Include the number of personnel that will be participating in these efforts and any Public Education and Outreach activities that are not specifically listed in the Projected Goals table.**

Vermont DMV is aware that informed drivers and carriers will often result in safer drivers and safer carriers. DMV has several different opportunities to educate the trucking industry and the public. DMV takes every opportunity afforded in contacting carriers and/or other related groups to present throughout the state, and occasionally, in a bordering state. These presentations inform drivers and carriers on how safe operations help impact safety violations and keep our highways safe. Over the years these presentations allowed DMV to formulate a strong working group between the Vermont Truck and Bus Association, FMCSA VT and Project Roadsafte in conjunction with the Vermont Association of General Contractors. In this new CVSP, Vermont will also begin to specifically address intrastate & interstate hazardous material haulers by partnering with the Vermont Fuel Dealers Association (VFDA) to present public outreach to this important category of carriers. Vermont will schedule 1 public outreach event in coordination with the VFDA each year of the CVSP, to focus directly on safety within this subset of carriers.

DMV also conducts Level V terminal inspections on passenger carrier CMVs, which is always a good chance to educate a driver or carrier on regulations. These terminal inspections are often the only opportunity DMV has to complete full inspections on these vehicles.

DMV is regularly asked by different groups and associations to train or present at functions. DMV also presents to the general public about CMV safety, operating safely around CMVs, and the functions of the Commercial Vehicle Enforcement Unit. DMV will also take part in teen events to speak about safe driving and law enforcement. These events are usually teen summer camps, but also include some driver education schools. DMV attends different County Road Foreman meetings. This allows municipalities to interact with Inspectors and learn about different rules and regulations. Vermont is a small state, and DMV is typically asked to attend/present at the same events every year, so projections will be fairly level from year to year.

DMV continues to advocate for safe driving in and around work zones. DMV completes outreach events on various topics to different industry groups which often includes driver behavior. These trainings will augment the activities of Vermont's Office of Highway Safety work zone safety activities. DMV will work in conjunction with the Office of Highway Safety at every opportunity to jointly push the message to all drivers.



**\*\*Vermont DMV CMV Unsafe Driving Impact Program\*\***

This program directly relates to the mandates set forth in the NRSS; Safe System Approach element – Safer People. This program will provide outreach, education, and eventually enforcement to motor carrier management and CMV drivers (people) who are in a subset of the motor carrier population in Vermont with a demonstrated history of unsafe driving practices and who may require external guidance and directive to affect corrective action. Although the education/outreach portion of this effort does not include direct CMV traffic enforcement, DMV believes face-to-face governmental contact and intervention with a segment of our motor carrier population (people) in our state who tend to be more likely involved in CMV crashes, constitutes a portion of the State's effort in reducing those crashes. DMV intends to share data with enforcement personnel regarding targeted carriers in this program for enforcement coordination purposes.

**Problem statement:** Unsafe driving by commercial motor vehicle operators is a major cause of CMV crashes. A September 2022 report by the Federal Motor Carrier Safety Administration (FMCSA-RRA-22-005) states that in 2018, 2019 and 2020, "speeding of any kind" was the most frequent driver-related factor in fatal crashes for drivers of large trucks and non-commercial motor vehicles. Other leading unsafe CMV driver-related factors observed in fatal crashes in the report include careless driving, failing to yield, improper lane usage, failing to obey traffic control devices, and improper following. These same unsafe driving behaviors are reflected in the SMS records of Vermont-based motor carriers in alert status in the Unsafe Driving BASIC. A review of SMS records show that, for the 24-month period ending in June 2023, there are eighteen Vermont-based motor carriers with SMS scores above the intervention threshold in the Unsafe Driving BASIC, with an aggregate of 115 violations. Of the eighteen carriers, 8 have had unsafe driving scores above the intervention threshold for 6 or more months. DMV believes this is a strong indicator of inadequate motor carrier safety management practices as they relate to driver behind-the-wheel behavior and translates to a higher risk of these drivers becoming involved in CMV crashes.

**Focused Population:** Vermont-based motor carriers with SMS scores above the FMCSA intervention threshold in the Unsafe Driving Behavior Analysis and Safety Improvement Category (BASIC). This program will focus on motor carriers having unsafe driving scores above the threshold between 1 to 5 months of a 24-month period. Additional priority will be given to motor carriers that contemporaneously have SMS scores above the Crash Indicator BASIC intervention threshold.

**Mitigation strategies – Outreach and Education:** A DMV Safety Investigator will conduct on site meetings with motor carrier safety management personnel focused by this effort, specifically trying to intervene in the carriers safety practices by month 3 of the unsafe driving score threshold intervention level. The investigator will inform the carrier of the cited unsafe driving offenses and elevated SMS score appearing on the SMS record and review and discuss the record with the carrier.

**Formal investigation and enforcement:** Any formal investigation and enforcement that results from this outreach is included in DMV's investigation program contained within this CVSP.

**Projected Goals for FY 2024 - 2026**

**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 2024	FY 2025	FY 2026
<input checked="" type="radio"/>	<input type="radio"/>	Carrier Safety Talks	8	10	15
<input checked="" type="radio"/>	<input type="radio"/>	CMV Safety Belt Education and Outreach	2	2	2
<input checked="" type="radio"/>	<input type="radio"/>	State Trucking Association Meetings	1	1	1
<input checked="" type="radio"/>	<input type="radio"/>	State-Sponsored Outreach Events	2	2	2
<input checked="" type="radio"/>	<input type="radio"/>	Local Educational Safety Events	2	2	2
<input checked="" type="radio"/>	<input type="radio"/>	Teen Safety Events	2	2	2

**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.

Vermont DMV will continue to take part in instructing at carrier/industry presentations. DMV participates in all activity types listed above. These presentations include state/federal rules and regulations, ELDs, human trafficking, cargo securement,

and other MCSAP related topics. DMV makes it a priority to be available to present at organizational meetings where a large target audience is present. This type of contact ensures a good relationship between DMV and Vermont based carriers. DMV will report quarterly on all related events.

1. DMV will complete four presentations noted in the Public Education and Outreach Activities table above per quarter. These presentations will be tracked in Valcour and reviewed quarterly.

2. DMV will complete annually one Hazardous Materials bulk outreach in conjunction with VFDA.

3. DMV will complete four carrier contacts/outreaches in the Unsafe Driving Impact Program.



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

MCSAP lead agencies are allowed to use MCSAP funds for Operations and Maintenance (O&M) costs associated with 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). All O&M expenses for SSDQ must be included and described both in this section and in the appropriate section of the Financial Information in Part 4.

**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	Yes

Available data sources:

- [FMCSA SSDQ website](#)
- [FMCSA DataQs website](#)

**Enter the agency name responsible for Data Quality:** Vermont DMV

**Enter the agency or agencies name responsible for DataQs:** Vermont DMV

**Enter the agency name responsible for the Crash Data Repository:** Vermont AOT

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 2024 - 2026.

SSDQ Measure	Current SSDQ Rating	Goal for FY 2024	Goal for FY 2025	Goal for FY 2026
Crash Record Completeness	Good	Good	Good	Good
Crash VIN Accuracy	Good	Good	Good	Good
Fatal Crash Completeness	Good	Good	Good	Good
Crash Timeliness	Fair	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 of 7/12/23.

**Narrative Overview for FY 2024 - 2026**

**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.).

DMV and Vermont's FARS Analyst continue to work with Law Enforcement on the importance of accurate and timely crash reporting of all crashes. Crash reporting is emphasized during the law enforcement basic training and during a more advanced CMV Awareness & Enforcement Class. It is difficult when you have to rely on other police agencies that don't necessarily understand the importance of timely and accurate crash reporting. DMV intends to add more resources in personnel and outreach to rectify this problem.

Crash Timeliness:

Vermont had been working hard to ensure that our crashes are submitted in the most expedited process. Vermont has brought this measure upward since the first quarter of FY22, however the measure is still in the fair status. Vermont will see a rapid drop in this score once the measure drops to 45 days.

With the ongoing shortage of police officers throughout the State of Vermont, DMV has continued to cover a significant amount of CMV crashes as the primary investigating agency, in addition to post-crash inspection responsibilities. Although DMV now conducts many of the crash investigations State Police once conducted, municipal and county sheriff agencies still conduct their own crash investigations. Many of the crash reports are not timely or contain incomplete data which lowers scores in the SSDQ.

DMV resolves to conduct outreach with the law enforcement community to bring coordination and understanding to this problem.

***Program Activities FY 2024 - 2026: Describe activities that will be taken to achieve or maintain a "Good" (Green) rating in all measures including the overall SSDQ rating. Include a description of all O&M costs for SSDQ. Also, describe how your State provides resources to conduct DataQs operations within your State, and how elevated/appeals requests are handled.***

DMV will try to have officers make corrections prior to the safetynet uploads.

DMV has one Commercial Vehicle Enforcement Supervisor (Lieutenant) that monitors and responds to DataQ inquiries. After this first level attempt at reconciliation, the next step in the process is to bring the DataQ dispute to the Commercial Vehicle Enforcement Captain for further review. If the DataQ is still not resolved, the DMV team will review the DataQ with the FMCSA Vermont Division. After input from FMCSA Division, the Commercial Vehicle Enforcement Captain will render a final decision. This level of intervention rarely occurs. Most all DataQ inquiries are settled at the lowest level.

Data quality efforts are now coordinated across several positions with redundancy and are completed regularly. Uploads are generally completed without many issues, but the mismatched crashes and data quality errors are where DMV personnel struggle to find availability to go back and make further changes. DMV also runs into problems of having the same crashes appear in consecutive reports even after changes are made. Recognizing this continuing issue, DMV has focused two more civilian employees (compliance review investigator & MCSAP program technician) within the Enforcement & Safety Division which will have a focus on State Safety Data Quality. Additionally two CVE Lieutenants also continue to work on State Safety Data Quality in a coordinated approach and frequently provide status reports to the Captain.

Additionally, Vermont DMV will provide outreach to other State, County and Local law enforcement officers on the importance and need for correct and timely data. DMV will produce officer visor cards listing the data required to be filed by law enforcement officers when dealing with CMV crashes and noting the timeliness requirements. This will provide a road map to officers that don't have specific CMV knowledge so that this data can be timely and correct.

Vermont DMV will also collaborate with the National CDL Program Assessment Group in using a new web application being piloted in neighboring New Hampshire. This application is designed to assist in identifying CDL violations by MCSAP inspectors, non-truck certified officers and state driver licensing agency personnel. Vermont DMV hopes that by using this application and making it a resource to more officers that the CDL violation "catch rate" will be improved. Both of the above initiatives are directly linked to the Safer People directive within the NRSS.

***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.***

-DMV will review, at least bi-weekly, crash records entered into WebCrash. FMCSA recordable crashes will be uploaded.

-DMV will monitor all other green measures on a monthly basis.

-DMV/Vermont's FARS Analyst will provide information at every law enforcement basic training class on the importance of accurate and timely crash records (including how to identify the proper carrier information, etc.)

-DMV will design and procure an appropriate supply of informational visor cards that will be distributed to Vermont Law Enforcement agencies to assist in the timely and accurate reporting of CMV crash data into WebCrash for submission and upload into SafetyNet.

-DMV will use the new online mismatched crash records tool to match crash records between MCMIS and FARS.

## Part 2 Section 9 - New Entrant Safety Audits

States must conduct interstate New Entrant safety audits in order to participate in the MCSAP ([49 CFR 350.207](#).) A State may conduct intrastate New Entrant safety audits at the State's discretion if the intrastate safety audits do not negatively impact their interstate new entrant program. The Trend Analysis area is only open for editing during Year 1 of a 3-year plan. This data is not editable during Years 2 and 3.

For the purpose of this section:

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

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

Yes	No	Question
<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 2018 - 2022

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

New Entrant Safety Audits	2018	2019	2020	2021	2022
Interstate	137	212	155	114	173
Intrastate	0	0	0	0	0
<b>Total Audits</b>	<b>137</b>	<b>212</b>	<b>155</b>	<b>114</b>	<b>173</b>

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

### Narrative Overview for FY 2024 - 2026

Enter the agency name conducting New Entrant activities, if other than the Lead MCSAP Agency: Vermont Department of Motor Vehicles

Please complete the information below by entering data from the NEWS Dashboard regarding Safety Audits in your State. Data Source: <a href="#">New Entrant website (NEWS)</a>	
Date information retrieved from NEWS Dashboard to complete eCVSP	07/31/2023
Total Number of New Entrant Carriers in NEWS (Unassigned and Assigned)	285
Current Number of Past Dues	20

**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 2024 - 2026**

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

Projected Goals for FY 2024 - 2026 - New Entrant Safety Audits						
	FY 2024		FY 2025		FY 2026	
Number of Safety Audits/Non-Audit Resolutions	Interstate	Intrastate	Interstate	Intrastate	Interstate	Intrastate
# of Safety Audits (Onsite)	20	0	20	0	20	0
# of Safety Audits (Offsite)	120	0	120	0	120	0
# Group Audits	0	0	0	0	0	0
<b>TOTAL Safety Audits</b>	<b>140</b>	<b>0</b>	<b>140</b>	<b>0</b>	<b>140</b>	<b>0</b>
# of Non-Audit Resolutions	150	0	150	0	150	0

**Strategies:** Describe the strategies that will be utilized to meet the program objective above. Describe how the State will reduce past due Safety Audits. Provide any challenges or impediments foreseen that may prevent successful completion of the objective.

Vermont's New Entrant Safety Program is monitored by a supervisor that checks individual assignments in NEWS, to ensure assignments are being completed within the time stated in objective. This supervisor will work with the FMCSA Vermont Division to ensure that the audits are complete. The supervisor will work with the auditors to ensure that they are following established time tables. As part of assisting FMCSA with Quebec assignments, Vermont takes assignments that might be close to due date/past due. Vermont has two full-time Inspectors and one part-time auditor conducting New Entrant Audits. The two full-time Inspectors conduct audits on a part-time basis as part of their duties and are generally assigned one day a week for this activity. Unforeseen events (i.e. crashes, training, etc) sometimes limit the amount of time these Inspectors have to conduct audits. The supervisor will oversee the program in an effort to minimize the amount of past due audits completed.

Goals for New Entrant Safety Program are lower than they have been previously as these numbers reflect the fact that DMV has one less auditor than we have had in the past. Additionally having full-time Inspectors that have other duties also cut into the number of audits that can be performed. DMV set these goals so that they are likely achievable with our current personnel constraints. DMV will continue to research ways to hire more New Entrant auditors in a part-time capacity so that more audits can be completed.

**UPDATE:** Response to reviewer comment 27987 - VT DMV recognizes that the planning memo challenged states to increase this NESAs activity by 15%; however, in Vermont, there are very few qualified people who can and will do this job. Vermont is the second smallest state in the nation, and although we have a small footprint, Vermont conducts a bulk of the NESAs for the Canadian Province of Quebec. The loss of a part-time auditor who worked 20 hours a week /1,040 hours a year forced DMV to reassess whether we could meet the 15% increased audit request, which we recognized we could not do currently. If DMV were to pull other sworn Inspectors to conduct more hours to try to make up for the lost employee, it would cause further reduction in our highway safety efforts and reduce field staff to levels that do not meet the demand for patrols and crash investigations requirements. DMV will continue to look for retiring employees to conduct NESAs activities; however, we do not anticipate many prospects within the next few years.

**Activity Plan for FY 2024 - 2026:** 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.

140- Anticipated number of New Entrant Safety Audits to be conducted Annually CY2024-CY2026.(10% to be conducted at the carrier's principal place of business, 10% at a border location for the Quebec-based carriers, 80% conducted off site).

150 - Anticipated number of non-audit resolutions (inactivation, non-responsive, convert to intrastate, etc) to be conducted annually FFY2024-FFY2026.

**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.

Vermont's New Entrant Safety Audit program is monitored by a supervisor that is cross trained and knowledgeable in New Entrant Safety Audits. The supervisor checks individual assignments in NEWS, to ensure assignments are being completed within the time stated in the objective. The supervisor will work with the FMCSA Vermont Division to ensure that the audits are complete and accurate. The supervisor will contact the auditors on a quarterly basis to monitor progress in meeting

stated goals. Quarterly reports will be completed and forwarded to FMCSA as required; reflecting the progress toward completing the stated objectives. DMV will report on, and measure success, the following way:

Measurement #1: Number of safety audits completed.

Measurement #2: Number of safety audits completed and uploaded within 12 months for property carriers and 120 days for passenger carriers.

Measurement #3: Number of safety audits completed and uploaded beyond 12 months for property carriers and 120 days for passenger carriers.

DMV will make every effort to complete safety audits in a cost effective manner.

## Part 2 Section 10 - Border Enforcement

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

### Trend Analysis for 2018 - 2022

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	2018	2019	2020	2021	2022
Level 1: Full	334	147	179	241	77
Level 2: Walk-Around	435	245	270	255	286
Level 3: Driver-Only	224	279	346	356	258
Level 4: Special Inspections	0	0	0	0	0
Level 5: Vehicle-Only	0	0	0	0	0
Level 6: Radioactive Materials	0	3	1	1	1
<b>Total</b>	<b>993</b>	<b>674</b>	<b>796</b>	<b>853</b>	<b>622</b>

### Narrative Overview for FY 2024 - 2026

☐ The State chooses not to engage in border enforcement activities in FY 2024 - 2026. 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:** Vermont Department of Motor Vehicles

**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 2024 - 2026

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 2024 - 2026 - Border Enforcement			
	FY 2024	FY 2025	FY 2026
Number of International Commerce Regular CMV	450	450	450
Number of International Commerce HM	15	15	15
Number of International Commerce Passenger	40	40	40
<b>Total International Commerce Inspections</b>	<b>505</b>	<b>505</b>	<b>505</b>
Number of Fixed Facility International Inspections	245	245	245
Number of Non-Fixed Facility International Inspections	0	0	0
Traffic Enforcement	60	60	60
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.

The Vermont Department of Motor Vehicles will continue to work towards reducing the number of commercial motor vehicle crashes in the United States by ensuring that commercial motor vehicles involved in foreign commerce between the United States and Canada comply with the necessary Federal Motor Carrier Safety Regulations and the Hazardous Materials Regulations. Vermont DMV will also enforce FMCSRs related to Operating Authority and Financial Responsibility requirements. Inspectors will determine if the driver is properly licensed for the type of vehicle being operated. DMV will inspect and place out-of-service any vehicle or driver found to be operating in a condition that meets the requirements contained within the North American Standard Out-of-Service Criteria.

Vermont DMV will use Border Enforcement inspections to assist in our mission of reducing crashes and removing unsafe commercial motor vehicles and drivers from our highways. This will be accomplished by increasing the number of details targeting cross border traffic throughout the State of Vermont (a northern border state), and at Vermont's Ports of Entry.

Vermont has set a goal of completing 505 border enforcement inspections per FFY which will also include 60 traffic enforcement inspections. DMV has a goal of at least 70% of these inspections being completed on vehicles traveling in foreign commerce.

Inspectors will complete the "Border Enforcement Funded" field on the inspection report, and note whether the vehicle was involved in foreign or domestic transportation. The completed inspection will then be uploaded. The Border Enforcement inspections will be monitored on a quarterly basis and activities will be adjusted as necessary to meet the objectives.

Vermont receives a significant volume of international commercial vehicle traffic through its five commercial Ports of Entry along the Canadian Border. Overseas shipments, which arrive at the Ports of Montreal and Halifax, are transported by truck to various destinations within the U.S.; these shipments make up a large percentage of the commercial vehicle traffic passing through the State of Vermont.

Historically, Canadian carrier cross border traffic averages 11% of all MCSAP inspections completed by Inspectors in a given year. DMV schedules details with US Customs and Border Protection personnel at the Ports of Entry by utilizing MCSAP funds. Primarily these enforcement activities occur at the two busiest Vermont commercial ports of Highgate Springs and Derby Line, which combined, handle nearly 85% of Vermont's inbound cross-border CMV traffic.

This close working relationship with the ports has resulted in US CBP personnel and state CVE Inspectors serving as "extra eyes and ears" for each other and has proven to be beneficial for both the state CVE Inspectors and the federal port personnel. Continued participation in the Border Enforcement Program will help ensure continuation of this strong presence at the Ports of Entry, which may be a deterrent for commercial drivers contemplating entry to the U.S. with ill intentions or

while operating in violation of FMCSA regulatory requirements.

Vermont DMV recognized the need for an active motor coach/passenger vehicle program in light of the safety issues that are being observed around the country. Vermont DMV developed an inspection process for checking motor coaches crossing at Vermont's international border crossings with the Province of Quebec. In the last several years, infrastructure changes to the Highgate Springs Land Port have made it difficult to conduct motorcoach/passenger vehicle inspections due to space limitations.

A major roadway completion project (Quebec Autoroute-35) is currently in progress in Canada; the completion of this roadway is scheduled to be finished in CY2025. This project is making a four lane highway, similar to our interstates from Montreal to the Vermont border where it will connect to I89. Currently, it is a two lane highway. The Highgate Springs POE is planning on a drastic increase in commercial traffic on this route which directly connects Montreal to Boston, MA. US CBP and DMV have been working in a coordinated effort on a rebuilding project of this land port and have been involved in planning to ensure that a dedicated area is available to conduct MCSAP inspections on commercial trucks and motorcoaches. While construction on the rebuild of the Highgate Springs Land Port is in progress, DMV will experience a drastic reduction in the availability to conduct inspections at this location, based on a lack of available parking areas. The port will remain open throughout the construction project.

Vermont DMV has a set of motor coach ramps. The set has been split into two separate sets and are stored / transported in enclosed trailers. These ramps are used at the port of entries and at tourist destinations throughout the state.

***Activity Plan for FY 2024 - 2026: Describe the specific activities planned to reach border enforcement goals.***

DMV will complete patrol and fixed site details where commercial vehicles involved in foreign commerce will be inspected. Border Enforcement participation also enables DMV to conduct some details during off peak hours when commercial vehicle drivers are less likely to expect to be inspected. DMV will attempt to complete 126 Border Enforcement inspections per quarter. Included in these inspections are 15 traffic enforcement inspections, 10 passenger carrier inspections and 4 hazardous materials inspections per quarter.

***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.***

DMV will measure progress by using FMCSA reports to verify that quarterly objectives in the activity plan are completed during each quarter. This will be monitored by a DMV Lieutenant on a quarterly basis to reach these overall goals.



<b>Part 3 - National Emphasis Areas and State Specific Objectives</b>
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<b>Part 3 Section 1 - Overview</b>
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*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 national emphasis areas and priorities outlined in the MCSAP Planning Memorandum that do not fit well within any section in Part 2 – Crash Reduction.*

*States may include any State-specific objectives. For example, create an objective to provide refresher training to MCSAP funded personnel on detecting human trafficking and human smuggling in Section 5.*

*Specific goals and activities must be projected for the three fiscal year period (FYs 2024 - 2026).*

**Part 3 Section 2 - Enforcement of Federal OOS Orders during Roadside Activities****Instructions:**

FMCSA has established an Out-of-Service (OOS) catch rate of at least 85 percent for carriers operating while under a Federal **Imminent Hazard (IH) and unsatisfactory/unfit (UNSAT/UNFIT) OOS** order. If your catch rate is below 85 percent, States must develop performance goals and activities to meet the FMCSA threshold of at least 85 percent.

The OOS Catch Rate report is located on the [A&I Online website](#) in the Grants module. Select the OOS report from the Activity Dashboard to view your catch rate. Portal credentials are required to access this website.

**Your State's FY 2022 Federal IH and UNSAT/UNFIT OOS Catch Rate percentage: No Data Available**

Data Source: Last completed fiscal year, FMCSA Motor Carrier Management Information System (MCMIS) and the Safety and Fitness Electronic Records (SAFER) as of 04/28/2023

**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 3 - Passenger Carrier Enforcement****Instructions:**

*FMCSA requests that States conduct enhanced investigations for motor carriers of passengers and other high-risk carriers. 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 4 - State Specific Objectives – Past****Instructions:**

*Describe any State-specific CMV problems that were addressed with FY 2023 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 2023 CVSP.*

**Progress Report on State Specific Objectives(s) from the FY 2023 CVSP**

*Please enter information to describe the year-to-date progress on any State-specific objective(s) identified in the State's FY 2023 CVSP. Click on "Add New Activity" to enter progress information on each State-specific objective.*

**Part 3 Section 5 - State Specific Objectives – Future****Instructions:**

*The State may include additional objectives from the national priorities or emphasis areas identified in the NOFO as applicable. In addition, the State may include any State-specific CMV problems identified in the State that will be addressed with MCSAP funding. Some examples may include human trafficking/smuggling initiatives, work zone safety details, 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 2024 - 2026. 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 justify 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 2024 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	\$2,081,909.00	\$109,574.00	\$2,191,483.00

Summary of MCSAP Funding Limitations	
Allowable amount for Lead MCSAP Agency Overtime without prior approval (15% of MCSAP Award Amount):	\$328,722.00
MOE Baseline:	\$0.00

## Part 4 Section 2 - Personnel

Personnel costs are salaries for employees working directly on a project. Only salaries for employees of the lead MCSAP agency should be applied to personnel costs. Salaries for employees of subrecipients should be placed in Contractual and Subaward.

**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 prior approval (15% of MCSAP Award Amount):	\$328,722.00
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#### Warning status

Overtime Costs budgeted must be equal to or less than 15% of the MCSAP Award (plus \$5 allowed.) Please adjust the spending plan to reflect the allowable amount: \$328,722.00. If additional overtime is needed, please provide justification for FMCSA review and approval in the narrative section.

Personnel: Salary and Overtime Project Costs							
Salary Project Costs							
Position(s)	# of Staff	% of Time on MCSAP Grant	Salary	Total Project Costs (Federal + State)	Federal Share	State Share	MOE
New Entrant Safety Auditor	1	100.0000	\$30,316.00	\$30,316.00	\$28,800.20	\$1,515.80	\$0.00
Captain	1	5.0000	\$96,320.64	\$4,816.03	\$4,575.23	\$240.80	\$0.00
Lieutenants	3	30.0000	\$90,376.00	\$81,338.40	\$77,271.48	\$4,066.92	\$0.00
Inspectors	19	30.0000	\$77,251.20	\$440,331.84	\$418,315.25	\$22,016.59	\$0.00
Civilian Compliance Review Inspector	1	100.0000	\$87,172.80	\$87,172.80	\$82,814.16	\$4,358.64	\$0.00
MCSAP-Program Technician	1	5.0000	\$53,352.00	\$2,667.60	\$2,534.22	\$133.38	\$0.00
DMV Detective	1	5.0000	\$77,251.20	\$3,862.56	\$3,669.44	\$193.12	\$0.00
<b>Subtotal: Salary</b>				<b>\$650,505.23</b>	<b>\$617,979.98</b>	<b>\$32,525.25</b>	<b>\$0.00</b>
Overtime Project Costs							
Overtime	22	14.0000	\$125,715.19	\$387,202.78	\$367,842.64	\$19,360.14	\$0.00
Civilian Compliance Review Inspector	1	10.0000	\$130,769.57	\$13,076.95	\$12,423.10	\$653.85	\$0.00
Captain	1	5.0000	\$96,320.64	\$4,816.03	\$4,575.23	\$240.80	\$0.00
DMV Detective	1	5.0000	\$125,715.19	\$6,285.75	\$5,971.47	\$314.28	\$0.00
MCSAP-Program Technician	1	5.0000	\$79,996.80	\$3,999.84	\$3,799.85	\$199.99	\$0.00
<b>Subtotal: Overtime</b>				<b>\$415,381.35</b>	<b>\$394,612.29</b>	<b>\$20,769.06</b>	<b>\$0.00</b>
<b>TOTAL: Personnel</b>				<b>\$1,065,886.58</b>	<b>\$1,012,592.27</b>	<b>\$53,294.31</b>	<b>\$0.00</b>
<b>Accounting Method:</b>	<b>Cash</b>						

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

There is one part-time Civilian New Entrant Safety Auditor. This position is 100% MCSAP funded. Because this employee is part-time, there is no overtime or fringe benefits. The auditor can work a maximum of 1,040 hours annually. The straight time rate of pay for a New Entrant Safety Auditor is \$29.15/hr.

-1 New Entrant Safety Auditor (100% funded) - \$30,316.80

DMV has one Captain who spends about 5% of hours on MCSAP activities. (Total cost=\$4,816.03).

The Commercial Motor Vehicle Unit is divided into three sectors, with each sector having a supervising Lieutenant. Each Lieutenant spends about 30% of straight time hours on MCSAP activities. The average straight rate for the Lieutenants is \$43.45/hr.

-3 Lieutenants (30% funded) - \$81,338.40

There are 19 sworn Inspectors with various rates of pay. Inspectors spend about 30% of straight time hours on MCSAP activities. The average straight time rate of pay for Inspectors is \$37.14/hr. There is one DMV detective that spends about 5% of straight time hours on MCSAP activities. The average straight time rate of pay for a detective is \$37.14/hr.

-19 Inspectors (30% funded)- \$440,331.84

-1 DMV Detective (5% funded) - \$3,862.56

There is one full-time Civilian Compliance Review Inspector position. This position is 100% MCSAP funded. The straight time rate of pay for the person currently in this position is \$41.91/hr. (Total cost=\$87,172.80)

There is one full time MCSAP-Program Technician who spends about 5% of their time doing administrative MCSAP duties/work. The straight time rate of pay for the person currently in this position is \$25.65/hr. (Total cost=~~\$2,692.87~~)  
(Updated - \$2,667.60)

In addition to straight time hours, a percentage of MCSAP activities have to be accomplished through the use of



overtime. Overtime hours are used to extend fixed site detail hours usually on a weekly basis and also for special initiatives that happen on a yearly basis, for training, and for the response to after hours CMV crashes/incidents.

About 14% of MCSAP activities completed by Lieutenants and Inspectors are overtime hours. The Lieutenants and Inspectors overtime rate of pay is one and one half times the straight time rate. The average blended overtime rate is \$60.44/hr.

-22 personnel X \$60.44/hr X 2080 hr/yr X 14% (Total cost=\$387,202.78)

The DMV Detective position also uses the same blended rate as the above Inspector and Lieutenants rate as it is the same job classification.

-1 DMV Detective X 60.44/hr X 2080 hr/yr X 5% (Total cost = ~~\$6,547.84~~) (Update Total cost =6,285.75)

DMV is also adding an overtime line for the Civilian Compliance Review Inspector to allow for extended investigation time, CMV outreach programs or commercial vehicle inspection time at MCSAP fixed site truck inspection details. This position earns overtime at 1.5 times the hourly rate and will spend about 10% MCSAP overtime hours.

\$41.91/hr X 1.5 = \$62.87/hr overtime rate

\$62.87/hr X 2080 hr/yr X 10% = \$13,076.95

About 5% of MCSAP activities completed by the Captain are overtime hours. The Captain's rate of pay is straight time rate for any overtime hours worked. DMV Captain X \$46.31 X 2080 hr/yr X 5% (Total cost = \$4,816.03)

DMV is also adding an overtime line for the MCSAP-Program Technician to allow for SSDQ/SafetyNet uploads. This position earns overtime at 1.5 times the hourly rate and will spend about 5% MCSAP overtime hours.

\$25.65/hr X 1.5 = \$38.46/hr overtime rate

\$38.46/hr X 2080 hr/yr X 5% = \$3,999.84

These positions are all crucial to the successful operation and administration of the CVSP activities, such as fixed site details, traffic enforcement, and carrier investigations. The Captain is responsible for the administration and oversight of the grant. The supervising Lieutenants are responsible for monitoring Inspector activity. The Inspectors are responsible for completing the work in association with the stated goals. The Civilian Investigator is responsible for completing carrier investigations (compliance reviews) and the MCSAP-Program Technician handles the administrative issues with inspection reports, SSDQ SafetyNet issues. Vermont's new MOE is \$0.00.

#### OVERTIME JUSTIFICATION:

Vermont is a small state with limited commercial vehicle enforcement funding and personnel. Completing some MCSAP activities on overtime is unavoidable. DMV is requesting to exceed the funding limit of 15% overtime by approximately \$65,137.29 to allow for additional MCSAP activities, which could include inspections, safety audits, carrier investigations, carrier outreaches or any special MCSAP enforcement activities not already included in this budget narrative. DMV also calls out off duty Inspectors for post-crash commercial vehicle inspections because DMV is not a 24 hour agency. When an Inspector is called out off duty, a 4 hour overtime minimum is required to be paid, which is set by the employee's contract. In addition, scheduled fixed site details are over 8 hours to allow for travel time and reasonable inspection time.

DMV has also become the primary investigative agency for many of the commercial vehicle crashes within Vermont State Police coverage area. Specifically CMV crashes which result in serious bodily injury or fatality are often investigated by DMV personnel and post-crash inspections conducted. In the last 3 years approximately 15.33% of the reportable crashes that DMV responded to are between the hours of 5:00 pm to 5:00 am or are on weekends when DMV Inspectors must be called in to work. This equates to an average of approximately 3.6 crashes each month, which Inspectors are called in to respond to. Often when a crash occurs involving serious bodily injury or death, more than one Inspector is called in, often with a DMV Lieutenant responding as well. All of this increases call ins for off duty Inspectors for qualifying crashes. Having DMV Inspectors handling these crashes will ensure better data quality outcomes in our State Safety Data Quality, which continues to be an area of emphasis.

DMV's Civilian Compliance Review Inspector is also being asked to do more, taking on several more programs and projects than before. Being 100% dedicated to MCSAP activities allows this non-sworn Inspector to work on these other programs, specifically so sworn DMV Inspectors can be out on the road focusing on our crash reduction goals. DMV feels that these programs are an important part of our overall crash reduction safety plan, and that overtime costs to implement these programs is a responsible approach to supporting the "Safer People" and "Safer Roads" objectives within the NRSS.

UPDATE: Response to reviewer comment 28001 - VT DMV has two distinctive units: the Commercial Vehicle Enforcement Unit (which is staffed by sworn uniformed Motor Vehicle Inspectors) and the Investigations Unit (which is staffed by sworn non-uniformed detective Motor Vehicle Inspectors). The Inspectors have the same job classification

and can statutorily be interchangeable within the job class. However, the detective Inspectors focus on specific parts of DMV laws and dedicate most of their time to investigating crimes against the DMV, fraud, inspection stations, and car dealerships. They can be a uniformed Inspector as needed, and if they were standing side by side, their CVE coworkers would be indiscernible. As Vermont continues to see a worsening trend with the national shortage of law enforcement officers, which resulted in some partner agencies no longer participating in the MCSAP program, a choice was made to allow these detectives to get trained in NAS Part A & B to help bolster CMV enforcement and assist in the crash reduction goals. To date, only one detective has taken part in the voluntary assistance; however, this could be helpful moving forward to alleviate the problem of limited resources.

### 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
Civilian Compliance Review Inspector	106.5600	100.0000	\$87,172.80	\$92,891.33	\$88,246.77	\$4,644.56	\$0.00
Lieutenants	106.5600	30.0000	\$271,128.00	\$86,674.19	\$82,340.48	\$4,333.71	\$0.00
Inspector	106.5600	30.0000	\$1,467,772.80	\$469,217.60	\$445,756.72	\$23,460.88	\$0.00
Detective Inspector	106.5600	5.0000	\$77,251.20	\$4,115.94	\$3,910.15	\$205.79	\$0.00
MCSAP-Program Technician	106.5600	5.0000	\$53,352.00	\$2,842.59	\$2,700.47	\$142.12	\$0.00
Captain	106.5600	5.0000	\$96,320.64	\$5,131.96	\$4,875.37	\$256.59	\$0.00
<b>TOTAL: Fringe Benefits</b>				<b>\$660,873.61</b>	<b>\$627,829.96</b>	<b>\$33,043.65</b>	<b>\$0.00</b>

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

The following fringe benefits calculations are only applied to straight time hours. The current rate is 106.56%, as approved by our cognizant agency (FHWA approval letter attached). This rate varies from year to year based on over/under carry over. This rate is used to calculate the cost of paying benefits for personnel. The fringe benefits include the following:

FICA, Dental insurance, life insurance, medical insurance, unemployment/workers compensation, EAP, long term disability, administrative paid leave, annual paid leave, educational paid leave, holiday paid leave, military paid leave, personal paid leave, sick paid leave, and retirement.

The Load Factor Calculation spreadsheet is attached. The load factor calculation is based on the load factor components (i.e. benefits) and the funds expected for each of these components. To calculate the percentage for each component, you must do the following:

1. Take the "load factor amount" for each individual "load factor component" and divide it by the "regular time" dollar amount. This will give you a decimal figure.
2. Add all the "load factor amount" decimal figures together.
3. Take the "current year carry forward-under/(over) recovery" dollar amount and divide it by the "regular time" dollar amount. This will give you a decimal figure.
4. The add/(subtract) the "current year carry over forward recovery" decimal figure to the "load factor amount" decimal total and that will give you the current load factor. (This year the "current year carry forward recovery" decimal was subtracted from the "load factor amount" decimal total.)

Load Factor Components and the percentage of the load factor for each component:

FICA (9.24%); Insurance-Dental (1.52%); Insurance-Life (0.54%); Insurance-Medical (32.61%); Insurance-Unemployment/Workers Comp (4.17%); Insurance-Catamount HA (0.07%); EAP (0.06%); Long Term Disability (0.04%); Paid Leave-Administrative (0.04%); Paid Leave-Annual (7.23%); Paid Leave-Educational (0.00%); Paid Leave-Holiday (5.11%); Paid Leave-Military (0.02%); Paid Leave-Personal (1.39%); Paid Leave-Sick (5.26%); Retirement (32.16%); Current Year Carry Forward-Under/(Over) Recovery (.54%).

The percentages are rounded off. If the percentages were carried out several more decimal places there would be an amount greater than zero.

Civilian Compliance Review Inspector:  $\$87,172.80/\text{yr} \times 100\% \times 106.56\%$  (fringe rate)=  $\$92,891.33$   
 Lieutenants:  $\$90,376.00/\text{yr} \times 3 \text{ personnel} = \$271,128 \times 30\% = \$81,338.4 \times 106.56\%$  (fringe rate)=  $\$86,674.19$   
 Inspectors:  $\$77,251.20/\text{yr} \times 19 \text{ personnel} = \$1,467,772.80 \times 30\% = \$440,331.84 \times 106.56\%$  (fringe rate)=  $\$469,217.61$   
 Detective Inspector:  $\$77,251.20/\text{yr} \times 1 \text{ personnel} = \$77,251.20 \times 5\% = \$3,862.56 \times 106.56\%$  (fringe rate)=  $\$4,115.94$   
 MCSAP-Program Technician:  $\$53,352.00/\text{yr} \times 1 \text{ personnel} = \$53,352.00 \times 5\% = \$2,667.6 \times 106.56\%$  (fringe rate)=  $\$2,842.59$   
 Captain:  $\$96,320.64/\text{yr} \times 1 \text{ personnel} = \$96,320.64/\text{yr} \times 5\% = \$4,816.03 \times 106.56\%$  (fringe rate)=  $\$5,131.96$

**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 §200.475](#).

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
COHMED	2	6	100.0000	\$4,854.00	\$4,611.30	\$242.70	\$0.00
CVSP Workshop/MCSAP Planning Meeting	3	3	100.0000	\$4,863.00	\$4,619.85	\$243.15	\$0.00
New Entrant Mileage	1	50	100.0000	\$650.00	\$617.50	\$32.50	\$0.00
Miscellaneous Training	3	5	100.0000	\$6,102.00	\$5,796.90	\$305.10	\$0.00
Three Day Truck Detail	8	3	100.0000	\$5,694.00	\$5,409.30	\$284.70	\$0.00
MCSAP Certification Training	7	60	100.0000	\$18,240.00	\$17,328.00	\$912.00	\$0.00
CVSA Conference (spring)	4	6	100.0000	\$9,712.00	\$9,226.40	\$485.60	\$0.00
CVSA Conference (fall)	4	6	100.0000	\$10,048.00	\$9,545.60	\$502.40	\$0.00
NAIC	1	6	100.0000	\$2,356.00	\$2,238.20	\$117.80	\$0.00
CVSA/FMCSA Data Quality training	3	3	100.0000	\$5,178.00	\$4,919.10	\$258.90	\$0.00
<b>TOTAL: Travel</b>				<b>\$67,697.00</b>	<b>\$64,312.15</b>	<b>\$3,384.85</b>	<b>\$0.00</b>

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

1. COHMED- This is calculated using an estimate of air fare costs and an estimate of lodging costs. Arrival date would be the day before the conference and departure date would be the day after the conference. This includes 6 overnight lodgings and 7 days of contractual out of state meal reimbursement. DMV is budgeting to send two people to COHMED. Meal reimbursement is based on GSA local rates, so an average of \$64.00/day is used.

Air fare =\$750.00 X 2 personnel= \$1500.00

Lodging =\$199.00 per night X 6 nights X 2 personnel =\$2388.00

Meals =\$69.00 per day X 7 days X 2 personnel =\$966.00

Total Expense =\$4,854.00

2. CVSP Workshop/MCSAP Planning- This is calculated using an estimate of air fare costs and an estimate of lodging costs. Arrival date would be the day before the workshop, and departure date would be the last day of the workshop. This budget anticipates a 3 day workshop and includes 3 overnight lodgings and 4 days of contractual out of state meal reimbursement. DMV will budget to send three people to the CVSP workshop/MCSAP Planning Meeting. Meal reimbursement is based on GSA local rates, so an average of \$64.00/day is used.

Air fare =\$750.00 X 3 personnel =\$2,250.00

Lodging =\$205.00 per night X 3 nights X 3 personnel =\$1,845.00

Meals =\$64.00 per day X 4 days X 3 personnel =\$768.00

Total Expense =\$4,863.00

3. New Entrant Mileage - Estimated mileage reimbursement for one civilian auditor to travel in their own vehicle to on site audits, inspection details and trainings to maintain certification.

1000 miles/year X 1 auditor X \$0.65 = \$650.00

4. Miscellaneous in-state and out-of-state MCSAP eligible training, not already listed, to include but not limited to - ELD, human trafficking, post-crash, CMV Crash reconstruction, DIAP, and ARIDE. Number of staff/days in chart above is an estimate. Meal reimbursement is based on GSA local rates, so an average of \$64.00/day is used.

Airfare= \$750.00 X 3 Inspectors= \$2250.00

Lodging= \$180.00 per day X 5 days X 3 Inspectors= \$2,700.00

Meals= \$64.00 per day X 6 days X 3 Inspectors= \$1,152.00

Total Expense= \$6,102.00

5. Three Day Truck Detail- This is calculated based on personnel driving department vehicles to and from the event. Arrival date would be the day before the event, and departure date would be the last day of the event. This includes estimated lodging costs (in-state rates), and contractual in state meal reimbursement. It is estimated that approximately 17.8 personnel will have to lodge. Meal reimbursement is based on GSA local rates, so an average of \$64.00/day is used.

Lodging = ~~\$180.00~~ \$173.25 per day X 3 nights X 17.8 personnel = \$4,158.00

Meals = \$64 per day X 3 days X 17.8 personnel = \$1,536.00

Total Expenses = ~~\$12,444.00~~ \$5,694.00

6. MCSAP Certification Training- This is calculated based on sending two people to Cargo Tank Certification, two people to NASTI PART A & B Certification, four people to Basic Hazardous Materials Certification, and one person to New Entrant Auditor Training. This would be arriving the day prior to the start of training, and departing the last day of training. Included costs would be estimated rental vehicle cost, estimated lodging cost, and contractual out of state meal reimbursement. Cargo Tank and Basic Hazardous Materials Certifications are 5 days each, NASTI Part A & B is 10 days (separated into two weeks), and New Entrant Auditor Training is 10 days (separated into two weeks). Meal reimbursement is based on GSA local rates, so an average of \$64.00/day is used.

Rental vehicle (1 per course) = 4 vehicles X \$150.00 per week X 6 weeks (1 wk CT, 1 wk HM, 2 wks NASTI, 2 wks NE) = \$3,600.00

Lodging = \$180.00 per day X 60 nights = \$10,800.00

Meals = \$64.00 per day X 60 days = \$3,840.00

Total Expense = \$18,240.00

7. CVSA Conference (spring)-This is calculated using an estimate of air fare costs and an estimate of lodging costs. Arrival date would be the day before the conference and departure date would be the day after the conference. This includes 6 overnight lodgings and 7 days of contractual out of state meal reimbursement. DMV is budgeting to send 4 people to the spring CVSA Conference. Meal reimbursement is based on GSA local rates, so an average of \$64.00/day is used.

Air fare = \$750.00 X 4 personnel = \$3,000.00

Lodging = \$205.00 per night X 6 nights X 4 personnel = \$4,920.00

Meals = \$64.00 per day X 7 days X 4 personnel = \$1,792.00

Total Expense= \$9,712.00

8. CVSA Conference (fall)- This is calculated using an estimate of air fare costs and an estimate of lodging costs. Arrival date would be the day before the conference and departure date would be the day after the conference. This includes 6 overnight lodgings and 7 days of contractual out of state meal reimbursement. DMV is budgeting to send 24 people to the fall CVSA Conference. Meal reimbursement is based on GSA local rates, so an average of \$64.00/day is used.

Air fare = \$750.00 X 24 personnel = ~~\$1,500.00~~ \$3,000.00

Lodging = \$219.00 per night X 6 nights X 24 personnel = ~~\$2,628.00~~ \$5,256.00

Meals = \$64.00 per day X 7 days X 24 personnel = ~~\$896.00~~ \$1,092.00

Total Expense= ~~\$5,024.00~~ \$10,048.00

9. North American Inspector Championship (NAIC)- This is calculated using an estimate of air fare costs and an estimate of lodging costs. Arrival date would be the day before the event and departure date would be the day after the event. This includes 6 overnight lodgings and 7 days of contractual out of state meal reimbursement. DMV is budgeting to send one person as a competitor. Meal reimbursement is based on GSA local rates, so an average of \$64.00/day is used.

Air fare =\$750.00 X 1 personnel =\$750.00  
 Lodging =\$193.00 per night X 6 nights X 1 personnel =\$1,158.00  
 Meals =\$64.00 per day X 7 days X 1 personnel = \$448.00  
 Total Expense =\$2,356.00

10. DMV intends to improve on SSDQ measures by sending two people to the annual CVSA/FMCSA Data Quality and Systems Training. This is a 3 day training to help personnel responsible for SSDQ learn strategies to improve measures. Meal reimbursement is at the current GSA local rates, so an average of \$64 per day is used.

Airfare- \$750.00 X ~~2~~ 3 personnel = ~~\$1,500.00~~ \$2,250.00  
 Lodging= \$180.00 X 4 days X ~~2~~ 3 personnel = ~~\$1,440.00~~ \$2,160.00  
 Meals= \$64.00 per day X 4 days X ~~2~~ 3 personnel = ~~\$512.00~~ \$768.00  
 Total expense= ~~\$3,452.00~~ \$5,178.00

These travel expenses are all necessary for participation in events to stay current with enforcement and industry, and to be better educated and enhance the Commercial Vehicle Enforcement Unit. They also assist the Commercial Vehicle Enforcement Unit accomplishing the goals set forth in the CVSP and FMCSA's priorities.



**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 equipment threshold amount. To refer to Capital assets, Computing devices, General purpose equipment, Information technology systems, Special purpose equipment, and Supplies see [2 CFR § 200.1](#) Definitions.

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 how many of each item, the full cost of each item, and the percentage of time this item will be dedicated to MCSAP activities.

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
Motorola in-vehicle camera	3	\$5,300.00	40	\$6,360.00	\$6,042.00	\$318.00	\$0.00
Fixed-site truck inspection signs with beacons	5	\$5,517.50	100	\$27,587.50	\$26,208.13	\$1,379.37	\$0.00
CMV Post Crash Inspection Tools / CMV Reconstruction Analysis Tools (Equipment, Software, Training)	1	\$10,000.00	100	\$10,000.00	\$9,500.00	\$500.00	\$0.00
<b>TOTAL: Equipment</b>				<b>\$43,947.50</b>	<b>\$41,750.13</b>	<b>\$2,197.37</b>	<b>\$0.00</b>
<b>Equipment threshold is greater than \$5,000.</b>							

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

1. Motorola M500 in-vehicle cameras. Each DMV patrol vehicle is equipped with an in-vehicle video and audio recorder camera system. DMV would like to replace three existing older 4RE cameras that are already several years old in FFY2024. Included in this cost are warranties and all the hardware required for installation. Each camera is \$4920.00, the additional cables/warranty bring the per unit cost to \$5300.00 each. This practice will allow DMV to get into a normal replacement cycle where components, such as in-vehicle cameras, are rotated out before becoming obsolete and inoperable.

Motorola M500 in-vehicle cameras \$5300.00 each X 3 = \$15,900.00 X 40% = \$6,360.00 (Per unit cost exceeds \$5,000)

2. DMV will be installing permanent remote-activated truck inspection open/closed signs with flashing beacon lights. These signs are activated and deactivated remotely via an app. Vermont currently has 54 of these permanent signs in use that AOT installed during a scheduled sign replacement project on I91. DMV has checked with Federal Highway, and there aren't any more scheduled truck detail sign replacement projects for several more years. Although the signs are in place with flashing lights, Inspectors must physically activate and deactivate the lights at the sign via a switch.-

DMV is anticipating the funding for 13 sites on the Interstate Highway System to be outfitted with these signs in FY2022/FY2023 CVSP, so DMV is requesting funding for 5 additional sites on the Interstate or State Highways.

Currently, DMV Inspectors place three portable, 100% MCSAP funded signs at truck inspection locations. See supplies for a description of these signs. These portable signs are how CMV drivers are alerted to open truck



inspection areas. Especially on busy Interstates, DMV's current portable sign practice is unsafe for Inspectors and drivers on the highways. Inspectors are required to keep these portable signs in their vehicles, set them up at the beginning of a shift, and take them down after. To maximize inspections, DMV targets heavy CMV traffic times, which also correlates with heavy commuter hours. One of the most dangerous things Inspectors encounter is the responsibility of deploying or picking up the portable signs in heavy commuter traffic, often on narrow shoulders, which during inclement weather remain slippery or water, snow, or ice-covered long after storms have passed. DMV has had Inspectors injured while handling portable signs roadside in the past.

As a full-service law enforcement agency, DMV targets drivers who drive by open truck inspection areas and stop as many as possible. Routinely drivers indicate they didn't see the signs and have no violations; these drivers would stop if Vermont had signs consistent with the remainder of North America where these drivers operate. DMV has noticed a drastic reduction in the accidental CMV drive-bys at the 5 locations statewide that have these signs with flashing beacons installed.

DMV is part of the Vermont Agency of Transportation (AOT). AOT is able to assist with the installation of the signs but doesn't have the funding to purchase fixed-site signs for the sole purpose of truck inspection details. DMV has no fixed site detail locations; all locations used for truck inspections are public rest areas or pull-offs owned/operated by AOT.

This per-unit cost includes a new MUTCD compliant 9'6" x 6'6" sign panel that reads "All Trucks Next Right When Flashing," sign mounting brackets and new solar-powered electronic beacons/batteries with remote access. These are not prorated at 40% because these signs are explicitly used for MCSAP activities.

Automated truck inspection site open/closed signs, remote access components, and solar-powered beacons  
\$5,517.50 each X 5 sites = \$27,587.5 (Per unit cost exceeds \$5,000)

3. CMV Post Crash Inspection Tools / CMV Reconstruction Analysis Tools (Equipment, Software, Training). Vermont DMV has always attempted to determine the crash causation factors that are associated with all CMV crashes and have continued to develop our crash reduction program with more precise training and data collection. This matches FMCSA's desired goal in data collection in the Crash Causation Factors Program (CCFP). DMV has a need for causation finding more than ever before as we take a leading role in crash response and investigation throughout the State of Vermont. DMV has sent 6 more Inspectors to advanced post-crash training which will further assist in questions previously unanswered. CMVs in every crash hold copious amounts of electronic data that can be used to determine crash causation. Information with this level of detail, should be used for purposes that support the objectives within the NRSS (Safer People, Safer Roads, Safer Vehicles and Safer Speeds). FMCSA's planning memo (May 2023) encourages MCSAP recipients to consider planned activities that include "Crash Data Collection, Post-Crash Inspections, Post-Crash Investigations and/or Reconstruction Analysis".

DMV intends to bolster our capacity to determine causation in these crashes involving serious bodily injury and/or fatality. Vermont DMV has an Inspector who is certified/qualified as a crash reconstructionist and has interest in furthering our goal of reducing fatal crashes by determining causation in crashes that do present themselves. This line item supports the investment in Post-Crash Inspection tools required for detailed analysis and/or reconstruction analysis equipment, to include hose fittings, air lines, gladhand connections, hand tools, air compressors and ECM download tools (hardware, software, training).

**Part 4 Section 6 - Supplies**

*Supplies means all tangible property other than that described in Equipment in [2 CFR §200.1](#) Definitions. 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.*

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

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

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

Supplies Project Costs							
Item Name	# of Units/ Unit of Measurement	Cost per Unit	% of Time on MCSAP Grant	Total Project Costs (Federal + State)	Federal Share	State Share	MOE
Office supplies	1 year	\$5,500.00	100.0000	\$5,500.00	\$5,225.00	\$275.00	\$0.00
Port. Signs/stands	3 each	\$200.00	100.0000	\$600.00	\$570.00	\$30.00	\$0.00
Thermal Printer Paper	250 Box	\$51.35	40.0000	\$5,135.00	\$4,878.25	\$256.75	\$0.00
Lasers (Lidar)	2 each	\$2,500.00	100.0000	\$5,000.00	\$4,750.00	\$250.00	\$0.00
Radars	2 each	\$4,500.00	40.0000	\$3,600.00	\$3,420.00	\$180.00	\$0.00
FMCSR Books	78 each	\$15.99	100.0000	\$1,247.22	\$1,184.86	\$62.36	\$0.00
Hazardous Materials Regs	31 each	\$75.99	100.0000	\$2,355.69	\$2,237.91	\$117.78	\$0.00
Out of Service Criteria	61 each	\$45.00	100.0000	\$2,745.00	\$2,607.75	\$137.25	\$0.00
Uniform purchase	1 year	\$12,610.20	100.0000	\$12,610.20	\$11,979.69	\$630.51	\$0.00
Laptop computer with warranty	3 each	\$3,500.00	100.0000	\$10,500.00	\$9,975.00	\$525.00	\$0.00
Docking station & electronic kit	3 each	\$1,158.00	100.0000	\$3,474.00	\$3,300.30	\$173.70	\$0.00
Thermal Printers	4 each	\$760.00	40.0000	\$1,216.00	\$1,155.20	\$60.80	\$0.00
Printers	1 each	\$280.00	100.0000	\$280.00	\$266.00	\$14.00	\$0.00
Transportation of Dangerous Goods Regulations	24 each	\$177.14	100.0000	\$4,251.36	\$4,038.80	\$212.56	\$0.00
CMV Crash Info Visor Cards-SSDQ Improvement	1 each	\$5.00	100.0000	\$5.00	\$4.75	\$0.25	\$0.00
Courses - Training Supplies taught in Vermont	100 Each	\$15.00	100.0000	\$1,500.00	\$1,425.00	\$75.00	\$0.00
<b>TOTAL: Supplies</b>				<b>\$60,019.47</b>	<b>\$57,018.51</b>	<b>\$3,000.96</b>	<b>\$0.00</b>

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

1. Office supplies- DMV is budgeting **\$5,500.00** for the purchase of various office supplies. DMV uses pens, pencils, staplers, staples, paper, computer paper, copier paper, printer ink/toner, notebooks, etc. in support of MCSAP activities.

2. Fixed site detail portable signs- DMV's fixed site detail policy requires the use of 3 portable signs in addition to fixed site signs. "Truck Safety Inspection Ahead", "All Trucks Right", and "All Trucks Stop" signs are placed at 1 mile, 1/2 mile and at the entrance to the detail alerting all trucks to stop for inspection. DMV also utilizes "All Trucks Left" signs at some of the fixed site detail sites. Sign stands are used to set the signs up roadside. Often times when the signs are damaged the sign stands are not. DMV replaces more signs than sign stands. These portable signs often get hit by vehicles, blow over and break or simply wear out and require replacement. DMV did not prorate the cost of portable signs as they are required for Inspectors to open fixed site MCSAP inspections roadside details.

1 portable sign sets (3 portable signs each set)- \$200.00 each sign X 2 signs = \$400.00

1 portable sign stands- \$200.00 each X 1 = \$200.00

Total expenses - \$600.00

3. Thermal Printer Paper- The thermal printers DMV has transitioned over to take special thermal paper. The printers are used primarily to print inspection reports. With Vermont's eTicket program now in use for all commercial and non commercial infractions the printers are used for activity other than MCSAP. Because of this the thermal paper is prorated at 40%. The thermal paper is purchased by the box; each box contains 6 rolls of thermal printer paper. DMV is budgeting for 500 boxes of paper.

Thermal printer paper- \$51.35/box X 250 boxes X 40% = \$5,135.00

4. Lasers- Speed detection lidar/lasers are used by DMV to detect speeding violations. The units are hand held and not mounted in Inspectors' vehicles. They are assigned to each Inspector. DMV's primary focus is enforcing CMV violations and cars operating in an unsafe manner around CMVs (TACT stops). Because DMV's primary focus is on CMV traffic these units are not prorated. DMV will replace the oldest/outdated lasers currently being used in the field by full time commercial motor vehicle Inspectors. DMV will purchase cell phone mounts for the lasers so Inspectors can take pictures of the laser image for court and DataQ purposes. DMV is budgeting for 2 lasers to cycle out older units.

Lasers w/cell phone camera mount - \$2,500.00/each X 2 = \$5,000.00

The radar units are vehicle mounted and are prorated the same as other vehicle mounted equipment and are used from time to time for non-MCSAP related activities while traveling from one area to another for non-MCSAP functions. The lasers are not prorated because they are hand held units used for CMV traffic enforcement.

5. Radars- Speed detection radars are mounted in the Inspector's patrol vehicle and used to detect speeding violations. DMV's primary focus is enforcing CMV violations and cars operating in an unsafe manner around CMVs (TACT stops). DMV will replace/upgrade 2 radars currently being used in the field by full time commercial motor vehicle Inspectors. Adding 2 additional radars will allow DMV to continue replacing older equipment and maintain a normal replacement cycle for components such as radars.

Radars - \$4,500.00/each X 2 = \$9,000.00 X 40% = \$3,600.00

6. Federal Motor Carrier Safety Regulations- DMV will purchase a total of 78 copies of the FMCSRs. These are distributed as follows: 24 Inspectors/Detectives; 9 office copies; 7 other MCSAP Officers; 25 court copies; 3 Lieutenant's home offices; 10 extra copies for new MCSAP officers and/or to replace damaged or lost regulations. Current regulations are essential for up to date and proper enforcement of federal regulations. DMV purchases a copy for every MCSAP certified Inspector. There are also copies purchased for Headquarters, as well as the Lieutenant's home offices. DMV purchases current regulations for other non-DMV MCSAP officers. DMV is the lead MCSAP Agency, and takes responsibility in how non-DMV MCSAP officers enforce regulations. In addition, extra copies are purchased to replace any lost or damaged book and/or in case a new Inspector or non-DMV officer is sent to MCSAP training.

DMV is also required to produce Federal Regulations when prosecuting a traffic ticket written for a federal violation. This is done by purchasing a copy of the regulations for the various locations that traffic court is conducted. This ensures that the traffic court judge has a current copy to view during the court proceeding. DMV has been purchasing Mancomm spiral bound regulation books. Inspectors have found these the easiest to navigate which reduces errors.

FMCSRs- \$15.99 each X 78 copies = \$1,091.22 + \$140.40 shipping= \$1,247.22

7. Hazardous Materials Regulations- DMV will purchase Hazardous Materials Regulations for DMV's 24 Inspectors/Detectives, and 7 copies for Headquarters and the Lieutenant's home offices. Current hazardous materials regulations are essential to proper and effective enforcement. DMV has been purchasing Mancomm spiral bound regulation books. Inspectors have found these the easiest to navigate which reduces errors. These are purchased for

certified Inspectors and Inspectors that may attend certification training.

HM Regulations- \$75.99/each X 31 copies =\$2,203.71 + \$90.00 shipping= \$2,355.69

8. Out of Service Criteria- DMV will purchase pictorial Out of Service Criteria for every Inspector/Investigator and every non-DMV MCSAP Officer. DMV is the lead MCSAP Agency, and believes it is essential for each MCSAP Inspector to have the most current out of service criteria for effective enforcement. DMV will purchase a total of 61 copies of the pictorial Out of Service Criteria. ~~They will be distributed as follows: 27 copies to DMV Inspectors/Investigator; 7 non-DMV MCSAP Officers; 13 copies to Headquarters and the Lieutenant's home offices, and 9 for court distribution.~~ Inspectors have found it beneficial to have pictures of the out of service violations while completing roadside inspections.

**OOS Criteria- \$45.00/each X 61 copies = \$2,745.00.**

9. Uniform purchase- DMV spends about **\$31,525.00** annually on personnel for purchase of new uniforms, and replacing work uniforms. These expenses are all shared based on the amount of time Inspectors are completing MCSAP eligible activities.

Uniform purchase- **\$1261.02/yr. X 25 Personnel X 40% = \$12,610.20**

**Total uniform purchase =\$12,610.20; Total Expenses =\$12,610.20**

10. Laptop computers- DMV expects to replace 3 laptop computers. DMV replaces computers as needed or due to age. DMV has been purchasing Panasonic FZ-55 computers with a cost of **\$3,500.00 each** which includes the warranty; total cost of **\$10,500.00**. The primary function of these computers is to carry out MCSAP activities. Having laptop computers with connectivity while completing roadside MCSAP activities supports Vermont's SSDQ rating. DMV did not prorate the cost of the laptop computers because they are in the enforcement vehicles for MCSAP activities and connectivity for MCSAP activities. These laptops don't come with standard memory sufficient to run all our programs, so each computer is ordered with an extra memory card (which is included in the overall price.)

The laptops are not prorated because they are used for a whole host of MCSAP activities such as CVIEW, CMV inspection, truck inspection selection screening, MCSAP reporting research, etc. which include a lot that is never printed. So the non-MCSAP related laptop uses become ancillary compared to the MCSAP related uses. With the printers, they are not used to print all the MCSAP work the laptop does, so the non-MCSAP eTickets that are printed become a larger percentage of the print jobs compared to MCSAP related print jobs.

11. Docking station with electronic kit- DMV anticipates having to replace docking stations due to use. These packages are \$1,158.00 each, totaling \$3,474.00.

Docking Stations w/electronics kits- \$1,158.00 X 3 units =\$3,474.00

12. Thermal Printer- \$760.00 each X 4 printers X 40% \$1,216.00

Printer (for safety audits)- \$280.00 X 1 printer = \$280.00

Total Expenses =\$1,496

13. Printers- DMV has completed the process of transitioning from traditional ink jet printers to thermal printers. The printers also have to be compatible with Vermont's e Ticket program. Printer replacement occurs regularly because the printers are mounted inside a patrol vehicle, and absorb all the road shock. The primary function of these printers is printing out roadside inspections. After transitioning to Vermont's new eTicket program DMV will now prorate the cost of the printers at 40% because they are in the enforcement vehicles for MCSAP activity but also used to print tickets for non MCSAP activity. In addition DMV is budgeting for the replacement of one printer used by the New Entrant Safety Auditors for audits. These are used exclusively for MCSAP activity and are not prorated at 40%.

14. Transportation of Dangerous Goods Regulations- DMV has not purchased TDG Regulations for Hazardous Material Certified Inspectors in many years. These are important given Vermont's proximity to Canada and that hazardous materials can be transported in the United States in compliance with TDG Regulations. DMV will purchase 24 copies to accommodate all certified HM Inspectors and Inspectors that may be certified this year.

24 copies X \$177.14 per copy (including shipping)= \$4,228.50

15. CMV Crash Info Visor Cards-SSDQ Improvement- DMV will produce 2000 double-sided visor cards for use in the outreach to non-MCSAP state, county and local law enforcement agencies. The cost to produce these cards are .75

cents.

2000 cards X 1.69 X 100% = \$3,340.00 (we are placing this as a line item at \$5.00 for budget as these funds have been asked for from an HP Grant, which has not been approved or awarded.)

16. Courses Taught - Supplies for CMV Courses taught in state- DMV will obtain supplies and teaching materials necessary so that our In-State instructors can provide these courses to our staff to reduce costs associated with sending personnel out of state. Items included in this category include costs for printing, binding, teaching tools, computer programs, workbooks, worksheets and other miscellaneous instructional student/class material

Approximate costs for these items is \$1,500.00

## 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 §200.1 Definitions](#)). All contracts issued under a Federal award must comply with the procurement standards described in [2 CFR §200.317](#), [2 CFR §200.318](#), and [Appendix II to Part 200](#).

**Note:** Contracts are separate and distinct from subawards; see [2 CFR §200.331](#) 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 §200.1 Definitions](#) and [2 CFR §200.331](#)).

**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 §200.1 Definitions](#)).

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 non-proprietary identifier that replaced 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
LexisNexis Coplogic Solutions Inc	811745068	Contract	100.0000	\$5.00	\$4.75	\$0.25	\$0.00
Description of Services: Electronic crash repository programming							
Vermont AOT-Central Garage	36000264	Contract	100.0000	\$6,108.00	\$5,802.60	\$305.40	\$0.00
Description of Services: Compliance Review Investigator Vehicle Lease (100% funded)							
Vermont AOT-Central Garage	36000264	Contract	100.0000	\$107,760.00	\$102,372.00	\$5,388.00	\$0.00
Description of Services: Inspector/Lieutenant Vehicle Lease (40% funded)							
Vermont AOT-Central Garage	36000264	Contract	100.0000	\$538.80	\$511.86	\$26.94	\$0.00
Description of Services: Captain Vehicle Lease (5% funded)							
Iteris Inc	952588496	Contract	100.0000	\$15,914.00	\$15,118.30	\$795.70	\$0.00
Description of Services: Vendor to provide FMCSA & State approved ASPEN alternative							
<b>TOTAL: Contractual and Subaward</b>				<b>\$130,325.80</b>	<b>\$123,809.51</b>	<b>\$6,516.29</b>	<b>\$0.00</b>

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

The Vermont Department of Motor Vehicles is a department under the Vermont Agency of Transportation. DMV does not own the Compliance Review Investigator's vehicle, Inspectors' vehicles, Lieutenants' vehicles, or the Captain's vehicle. These vehicles are purchased, owned, and maintained by the Vermont Agency of Transportation. After vehicles are rotated out of DMV's fleet, usage reverts back to the Agency of Transportation.

DMV leases these vehicles from the Agency of Transportation based upon an agreed monthly amount depending on the vehicle type and usage (lease rate document attached). The Compliance Review Investigator vehicle is leased for \$576.00/month. The Inspectors' vehicles, Lieutenants' vehicles, and the Captain's vehicle are all law enforcement vehicles leased for \$898.00/month. There is one compact SUV used by the Compliance Review Investigator. There are 21 Inspector vehicles, which includes the 18 vehicles assigned to the Inspectors, two spare marked enforcement vehicles, and one unmarked enforcement vehicle. There are four Lieutenant vehicles, and one Captain vehicle. The Compliance Review Investigator vehicle is 100% funded; Inspector vehicles are 40% funded, Lieutenant vehicles are 40% funded, and the Captain vehicle is 5% funded.

Compliance Review Investigator vehicle- \$509.00/month X 12 months X 1 vehicle X 100% =\$6,108.00

Inspector vehicle- \$898.00/month X 12 months X 22 21 vehicles X 40% =\$90,518.40

Lieutenant vehicle- \$898.00/month X 12 months X 3 4 vehicles X 40% =\$17,241.60

Captain vehicle- \$898.00/month X 12 months X 1 vehicle X 5% = \$538.80

DMV Inspectors, Lieutenants, and Captain, are full-time certified police officers and operate emergency vehicles in performance of their duties. These vehicles are essential to the MCSAP program. They are used daily for traffic enforcement patrol, traveling to and from MCSAP training, and travel to and from fixed site truck inspection details. DMV also leases spare vehicles for use when a regularly assigned vehicle is down for maintenance, and an unmarked vehicle used for covert activities. The 40% is the average percentage personnel spend completing MCSAP eligible activities. The 40% includes 30% straight time activities and 10% overtime activities. The civilian Compliance Review Investigator operates a compact SUV as an assigned vehicle. This SUV is used to travel to and from Vermont's FMCSA office, training, fixed site truck inspection locations, and investigations. DMV is also budgeting partial vehicle lease funding for 3 potential Level III Inspector positions. DMV has sworn Inspectors that do not currently complete any MCSAP activities. Three of these Inspectors may be certified as Level III Inspectors and would augment CMV traffic enforcement activities and fixed site detail activities. They currently operate law enforcement emergency vehicles with the same lease rate as current CMV enforcement vehicles. These vehicle leases would be prorated at 15% to match the level of effort.

Third Party Inspection Program (Iteris Inc)- This inspection program is a web based inspection program and will not decrease the effectiveness of DMV's current inspection program. DMV has received approval from FMCSA for deployment of the Inspect software. DMV has entered into a contract with Iteris Inc for CVIEW and Inspect. DMV has continuing costs associated with both of these programs.

Iteris Inspect program for O&M- \$15,914.00

LexisNexis Coplogic Solutions Inc is the current contractor for programming changes for the Agency of Transportation (DMV parent agency) electronic crash repository. This vendor is responsible for building or maintaining programming needs for WebCrash, the state electronic crash repository. WebCrash houses all the crash reports completed by police officers in Vermont. This is also the solution where commercial vehicle crash records are sorted and placed in a file for upload to safetynet. Over this past fiscal year, there have been some programming needs identified that could result in better crash data uploads; such as, the way crash report edits and changes dictate how the crash gets moved about within WebCrash. DMV made several updates to this program and will hold a this budget line at \$5.00 in case future improvements are required.

LexisNexis Coplogic Solutions Inc contract work- \$5.00



## 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 §200.1](#) Definitions) 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. For more information, please see [2 CFR § 200.414](#) Indirect (F&A) costs.

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

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



Other Costs Project Costs							
Item Name	# of Units/ Unit of Measurement	Cost per Unit	% of Time on MCSAP Grant	Total Project Costs (Federal + State)	Federal Share	State Share	MOE
Vehicle Fuel	1 year	\$58,155.00	100.0000	\$58,155.00	\$55,247.25	\$2,907.75	\$0.00
Uniform cleaning	1 year	\$5,184.00	40.0000	\$2,073.60	\$1,969.92	\$103.68	\$0.00
Vehicle emergency lights	3 each	\$6,000.00	40.0000	\$7,200.00	\$6,840.00	\$360.00	\$0.00
Watchguard cloud based storage	25 each	\$800.00	40.0000	\$8,000.00	\$7,600.00	\$400.00	\$0.00
CVSA Decals	150 each sheet	\$5.00	100.0000	\$750.00	\$712.50	\$37.50	\$0.00
Misc inspection items	1 year	\$9,494.44	100.0000	\$9,494.44	\$9,019.72	\$474.72	\$0.00
CVSA membership	1 year	\$10,300.00	100.0000	\$10,300.00	\$9,785.00	\$515.00	\$0.00
Communications	12 months	\$3,750.00	100.0000	\$45,000.00	\$42,750.00	\$2,250.00	\$0.00
Electric/propane	12 months	\$350.00	100.0000	\$4,200.00	\$3,990.00	\$210.00	\$0.00
Conference registration fees	1 year	\$12,000.00	100.0000	\$12,000.00	\$11,400.00	\$600.00	\$0.00
Vehicle maintenance cost	1 year	\$5,000.00	40.0000	\$2,000.00	\$1,900.00	\$100.00	\$0.00
Permanent signs remote access/monitoring/cell service	9 year	\$395.00	100.0000	\$3,555.00	\$3,377.25	\$177.75	\$0.00
Valcour License Fee	1 each	\$5.00	100.0000	\$5.00	\$4.75	\$0.25	\$0.00
<b>TOTAL: Other Costs</b>				<b>\$162,733.04</b>	<b>\$154,596.39</b>	<b>\$8,136.65</b>	<b>\$0.00</b>

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

1. Vehicle Fuel- Vehicle fuel is not included in the vehicle lease; therefore, DMV must pay for it's fuel used. DMV anticipates fuel cost averaging about \$525.00 per month/ per person for the certified Inspectors' vehicles, and about \$200.00/month for the Compliance Review Investigator vehicle. The certified Inspectors' vehicles are 40% funded, the Lieutenants' vehicles are 40% funded, the Compliance Review Investigator vehicle is 100% funded, and the Captain's vehicle is 5% funded.

Inspector/Lieutenant vehicle fuel- \$525.00/month X 22 vehicles X 12 months X 40% = \$55,440.00

Compliance Investigator vehicle fuel- \$200.00/month X 12 months X 100% = \$2,400.00

Captain vehicle fuel- \$525.00/month X 12 months X 1 vehicle X 5% = \$315.00

Total = \$58,155.00

2. Uniform cleaning was moved from supplies to this budget category. DMV spends about \$27,360.00 a year on dry cleaning Inspector uniforms. This is prorated based on the amount of time dedicated to MCSAP activities. Inspectors average about \$95.00/mo each in dry cleaning expenses.

**\$18.00/mo** X 12 months X 24 Inspectors X 40%= **\$5,184.00**

3. Vehicle emergency lights for new vehicles. DMV is budgeting \$7,200 to outfit three new law enforcement vehicles with new emergency lighting. These vehicles are a different make and model then current vehicles so new light packages are needed. The lighting packages are prorated at the same rate as the vehicles.

Light packages \$6,000 X 3 vehicles= \$18,000 X 40%= \$7,200

4. Watchguard Cloud Based Storage- DMV is budgeting \$8,000.00 for storage of audio/visual recordings from in-car cameras located in DMV CMV Inspectors' vehicles. DMV will have all 25 CVE vehicles outfitted and uploading to the cloud.

Watchguard Cloud Based Storage- \$800.00/year per camera system X 25 camera systems = \$20,000.00 X 40% = \$8,000.00/year.

5. CVSA Decals-DMV budgets for the purchase of CVSA Decals. Decals are purchased for all MCSAP certified Inspectors/Officers in Vermont. ~~DMV purchases decals 4 times a year, for 24 MCSAP Level I certified Inspectors/Officers.~~ These decals are purchased so they can be applied to CMVs that pass a Level I or Level V inspection. This is one way to recognize carriers with good maintenance practices, and allows Inspectors/Officers to avoid re-inspection of one of these vehicles.

~~CVSA Decals- \$5/quarter X 27 MCSAP Inspectors X 4 quarters = \$540.00~~

6. Misc Inspection Equipment- DMV needs to replace broken, worn out, or depleted inspection equipment every year. Equipment is replaced on an "as needed" basis, so it's difficult to project the actual cost. DMV is budgeting **\$7,000.00** to replace miscellaneous inspection equipment. Examples of this equipment would be chalk for marking pushrods, chamber mates, tread depth gauges, tire air pressure gauges, chock blocks, creepers, traffic cones to cone off a safety zone, other equipment, aids, or tools used to assist in the commercial vehicle inspection process.

Misc Inspection Equipment- **\$7,000.00/year**

7. CVSA Membership- Vermont DMV is a current member of CVSA and will remain an active member. CVSA is an important organization and is the key contact for several national programs. They also provide inspection bulletins or guidance throughout the year that provide or clarify inspection procedure or out of service items.

CVSA Membership- \$10,300.00/year for the department.

8. Communications- Maintaining connectivity while completing roadside inspections is crucial for accuracy and proper enforcement checks. Mobile connectivity allows Inspectors to check certain databases such as CDLIS, Query Central, eRODS, L&I etc. DMV recently switched from Aspen to Inspect, a web based inspection program. These programs/databases are important for real time enforcement of financial responsibility insurance, operating authority, and active Federal Out of Service Orders. These are all integral parts of a roadside inspection program. It also allows for timely uploads of completed inspections in support of Vermont's Data Quality. Communications include mifis for Inspectors for roadside connectivity, cell phones for contacting headquarters, other Inspectors, FMCSA, or carriers. Cell phones are also used to photograph violations. Vermont is a rural state, and for years Inspectors have been plagued with poor cell service in the field. To address this issue, DMV now provides each Inspector with a hard-wired cradle point modem in each vehicle with Verizon as the carrier. These cradle points receive cell service via SIM cards. In addition, each Inspector has a MiFi with AT&T as the carrier. Both carriers have different coverage areas throughout Vermont. The ability to access both major carriers provides Inspectors geographically expanded access to the aforementioned web-based programs and databases.

Communications are not prorated at 40% because we have these communications for MCSAP activities. These communications are used for roadside connectivity for real time inspection data, and data quality. These directly support MCSAP eligible activities.

Inspectors cell/mifi/SIM & Compliance Investigator cell/mifi & New Entrant Safety Auditors cell/mifi- **\$3,750.00/month X 12 months = Total \$45,000.00**

9. Electric/Propane- DMV utilizes two buildings at different inspection sites. One of the buildings has electric heat, and one has propane heat. The combined utilities are expected to cost approximately \$350.00/month for electricity and propane. The cost for electric and propane for these building is not prorated at 40% because these buildings are only used for MCSAP Truck Inspection Details.

Electric/Propane-\$350.00/month X 12 months =\$4,200.00

10. Conference registration fees- DMV is budgeting to send 2 people to COHMED, 4 people to the CVSA spring conference, **24** people to the CVSA fall conference, **3 people to FMCSA/CVSA Data Quality Conference** and one person to NAIC. The registration fee for each person for each conference is budgeted at **\$750.00**. This line item

includes the aforementioned conferences but isn't limited to just these. Occasionally, DMV will send staff to other conferences of interest that are MCSAP eligible.

~~Conference Registration Fees- 9 attendees X \$550.00 = \$4,950.00~~

11. Vehicle non contractual maintenance costs including car washes, washer fluid and repairs not covered under vehicle lease. This includes repairs/upkeep for DMV's smaller equipment trailers, and vehicle outfitting. This amount, like the vehicles, is prorated at 40%.

Vehicle maintenance cost - \$15,000.00/year X 40% = \$6,000.00

12. DMV will be installing permanent remote-activated truck inspection open/closed signs with flashing beacon lights in FFY2023. These signs are activated and deactivated remotely via an app and cell phone modems/cradle point SIM cards installed at each location. Each site requires cellular service to enable the modems to function. DMV is anticipating adding 13 5 new signs and automating 5 4 current signs already in place for a total of 18 9 locations throughout the state in FFY2023. Currently, the yearly service fee per location, which provides remote access, monitoring, and cell service, is \$395.00 per sign. These are not prorated at 40% because these signs are explicitly used for MCSAP activities. ~~DMV will be adding 5 additional sites on the Interstate or State Highway System for a total of 23 sites.~~

Automated truck inspection site open/closed signs remote access/monitoring/cell service \$395.00/year per site X 9 sites = \$3,555.00

13. Valcour License Fee- Valcour is DMV's incident management system. This is a multi-departmental database which DMV feeds information into. DMV uses this database to record events, and to run activity reports. DMV records driver information, vehicle information, carrier information, ticket information, and arrest information. Signed and returned inspection reports and pictures are also uploaded into the system. Valcour is used to retrieve information that is used in MCSAP quarterly reports and CVSPs, such as non-CMV traffic enforcement around CMVs. Valcour allows roadside Inspectors to conduct license and registration checks. Valcour is a web based program that does allow other programs to interface with it. Valcour is owned and maintained by Crosswinds Technology.

Valcour License Fee- \$1,680.00/year for the department X 40% = \$672.00

The Vermont DPS began using Valcour statewide, and the licensing fee has now been incorporated into the state contract, however that contract only runs for another 1.5 years. If DPS does not continue with this vendor, then VT DMV would need to reincorporate a full licensing fee. Its set on the line item at \$5.00.

**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	\$2,081,909.00	\$109,574.00	\$2,191,483.00

Summary of MCSAP Funding Limitations	
Allowable amount for Lead MCSAP Agency Overtime without prior approval (15% of MCSAP Award Amount):	\$328,722.00
MOE Baseline:	\$0.00

Estimated Expenditures				
Personnel				
	Federal Share	State Share	Total Project Costs (Federal + Share)	MOE
New Entrant Safety Auditor	\$28,800.20	\$1,515.80	\$30,316.00	\$0.00
Captain	\$4,575.23	\$240.80	\$4,816.03	\$0.00
Lieutenants	\$77,271.48	\$4,066.92	\$81,338.40	\$0.00
Inspectors	\$418,315.25	\$22,016.59	\$440,331.84	\$0.00
Civilian Compliance Review Inspector	\$82,814.16	\$4,358.64	\$87,172.80	\$0.00
MCSAP-Program Technician	\$2,534.22	\$133.38	\$2,667.60	\$0.00
DMV Detective	\$3,669.44	\$193.12	\$3,862.56	\$0.00
<b>Salary Subtotal</b>	<b>\$617,979.98</b>	<b>\$32,525.25</b>	<b>\$650,505.23</b>	<b>\$0.00</b>
Overtime	\$367,842.64	\$19,360.14	\$387,202.78	\$0.00
Civilian Compliance Review Inspector	\$12,423.10	\$653.85	\$13,076.95	\$0.00
Captain	\$4,575.23	\$240.80	\$4,816.03	\$0.00
DMV Detective	\$5,971.47	\$314.28	\$6,285.75	\$0.00
MCSAP-Program Technician	\$3,799.85	\$199.99	\$3,999.84	\$0.00
<b>Overtime subtotal</b>	<b>\$394,612.29</b>	<b>\$20,769.06</b>	<b>\$415,381.35</b>	<b>\$0.00</b>
<b>Personnel total</b>	<b>\$1,012,592.27</b>	<b>\$53,294.31</b>	<b>\$1,065,886.58</b>	<b>\$0.00</b>

Fringe Benefits				
	Federal Share	State Share	Total Project Costs (Federal + State)	MOE
Civilian Compliance Review Inspector	\$88,246.77	\$4,644.56	\$92,891.33	\$0.00
Lieutenants	\$82,340.48	\$4,333.71	\$86,674.19	\$0.00
Inspector	\$445,756.72	\$23,460.88	\$469,217.60	\$0.00
Detective Inspector	\$3,910.15	\$205.79	\$4,115.94	\$0.00
MCSAP-Program Technician	\$2,700.47	\$142.12	\$2,842.59	\$0.00
Captain	\$4,875.37	\$256.59	\$5,131.96	\$0.00
<b>Fringe Benefits total</b>	<b>\$627,829.96</b>	<b>\$33,043.65</b>	<b>\$660,873.61</b>	<b>\$0.00</b>

Travel				
	Federal Share	State Share	Total Project Costs (Federal + State)	MOE
COHMED	\$4,611.30	\$242.70	\$4,854.00	\$0.00
CVSP Workshop/MCSAP Planning Meeting	\$4,619.85	\$243.15	\$4,863.00	\$0.00
New Entrant Mileage	\$617.50	\$32.50	\$650.00	\$0.00
Miscellaneous Training	\$5,796.90	\$305.10	\$6,102.00	\$0.00
Three Day Truck Detail	\$5,409.30	\$284.70	\$5,694.00	\$0.00
MCSAP Certification Training	\$17,328.00	\$912.00	\$18,240.00	\$0.00
CVSA Conference (spring)	\$9,226.40	\$485.60	\$9,712.00	\$0.00
CVSA Conference (fall)	\$9,545.60	\$502.40	\$10,048.00	\$0.00
NAIC	\$2,238.20	\$117.80	\$2,356.00	\$0.00
CVSA/FMCSA Data Quality training	\$4,919.10	\$258.90	\$5,178.00	\$0.00
<b>Travel total</b>	<b>\$64,312.15</b>	<b>\$3,384.85</b>	<b>\$67,697.00</b>	<b>\$0.00</b>

Equipment				
	Federal Share	State Share	Total Project Costs (Federal + State)	MOE
Motorola in-vehicle camera	\$6,042.00	\$318.00	\$6,360.00	\$0.00
Fixed-site truck inspection signs with beacons	\$26,208.13	\$1,379.37	\$27,587.50	\$0.00
CMV Post Crash Inspection Tools / CMV Reconstruction Analysis Tools (Equipment, Software, Training)	\$9,500.00	\$500.00	\$10,000.00	\$0.00
<b>Equipment total</b>	<b>\$41,750.13</b>	<b>\$2,197.37</b>	<b>\$43,947.50</b>	<b>\$0.00</b>

Supplies				
	Federal Share	State Share	Total Project Costs (Federal + State)	MOE
Office supplies	\$5,225.00	\$275.00	\$5,500.00	\$0.00
Port. Signs/stands	\$570.00	\$30.00	\$600.00	\$0.00
Thermal Printer Paper	\$4,878.25	\$256.75	\$5,135.00	\$0.00
Lasers (Lidar)	\$4,750.00	\$250.00	\$5,000.00	\$0.00
Radars	\$3,420.00	\$180.00	\$3,600.00	\$0.00
FMCSR Books	\$1,184.86	\$62.36	\$1,247.22	\$0.00
Hazardous Materials Regs	\$2,237.91	\$117.78	\$2,355.69	\$0.00
Out of Service Criteria	\$2,607.75	\$137.25	\$2,745.00	\$0.00
Uniform purchase	\$11,979.69	\$630.51	\$12,610.20	\$0.00
Laptop computer with warranty	\$9,975.00	\$525.00	\$10,500.00	\$0.00
Docking station & electronic kit	\$3,300.30	\$173.70	\$3,474.00	\$0.00
Thermal Printers	\$1,155.20	\$60.80	\$1,216.00	\$0.00
Printers	\$266.00	\$14.00	\$280.00	\$0.00
Transportation of Dangerous Goods Regulations	\$4,038.80	\$212.56	\$4,251.36	\$0.00
CMV Crash Info Visor Cards-SSDQ Improvement	\$4.75	\$0.25	\$5.00	\$0.00
Courses - Training Supplies taught in Vermont	\$1,425.00	\$75.00	\$1,500.00	\$0.00
<b>Supplies total</b>	<b>\$57,018.51</b>	<b>\$3,000.96</b>	<b>\$60,019.47</b>	<b>\$0.00</b>

Contractual and Subaward				
	Federal Share	State Share	Total Project Costs (Federal + State)	MOE
LexisNexis Coplogic Solutions Inc	\$4.75	\$0.25	\$5.00	\$0.00
Vermont AOT-Central Garage	\$5,802.60	\$305.40	\$6,108.00	\$0.00
Vermont AOT-Central Garage	\$102,372.00	\$5,388.00	\$107,760.00	\$0.00
Vermont AOT-Central Garage	\$511.86	\$26.94	\$538.80	\$0.00
Iteris Inc	\$15,118.30	\$795.70	\$15,914.00	\$0.00
<b>Contractual and Subaward total</b>	<b>\$123,809.51</b>	<b>\$6,516.29</b>	<b>\$130,325.80</b>	<b>\$0.00</b>

Other Costs				
	Federal Share	State Share	Total Project Costs (Federal + State)	MOE
Vehicle Fuel	\$55,247.25	\$2,907.75	\$58,155.00	\$0.00
Uniform cleaning	\$1,969.92	\$103.68	\$2,073.60	\$0.00
Vehicle emergency lights	\$6,840.00	\$360.00	\$7,200.00	\$0.00
Watchguard cloud based storage	\$7,600.00	\$400.00	\$8,000.00	\$0.00
CVSA Decals	\$712.50	\$37.50	\$750.00	\$0.00
Misc inspection items	\$9,019.72	\$474.72	\$9,494.44	\$0.00
CVSA membership	\$9,785.00	\$515.00	\$10,300.00	\$0.00
Communications	\$42,750.00	\$2,250.00	\$45,000.00	\$0.00
Electric/propane	\$3,990.00	\$210.00	\$4,200.00	\$0.00
Conference registration fees	\$11,400.00	\$600.00	\$12,000.00	\$0.00
Vehicle maintenance cost	\$1,900.00	\$100.00	\$2,000.00	\$0.00
Permanent signs remote access/monitoring/cell service	\$3,377.25	\$177.75	\$3,555.00	\$0.00
Valcour License Fee	\$4.75	\$0.25	\$5.00	\$0.00
<b>Other Costs total</b>	<b>\$154,596.39</b>	<b>\$8,136.65</b>	<b>\$162,733.04</b>	<b>\$0.00</b>

Total Costs				
	Federal Share	State Share	Total Project Costs (Federal + State)	MOE
<b>Subtotal for Direct Costs</b>	<b>\$2,081,908.92</b>	<b>\$109,574.08</b>	<b>\$2,191,483.00</b>	<b>\$0.00</b>
<b>Total Costs Budgeted</b>	<b>\$2,081,908.92</b>	<b>\$109,574.08</b>	<b>\$2,191,483.00</b>	<b>\$0.00</b>

## Part 4 Section 10 - Financial Summary

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

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

ESTIMATED Fiscal Year Funding Amounts for MCSAP			
	95% Federal Share	5% State Share	Total Estimated Funding
Total	\$2,081,909.00	\$109,574.00	\$2,191,483.00

Summary of MCSAP Funding Limitations	
Allowable amount for Lead MCSAP Agency Overtime without prior approval (15% of MCSAP Award Amount):	\$328,722.00
MOE Baseline:	\$0.00



### Warning status

Overtime Costs budgeted must be equal to or less than the 15% of the MCSAP Award (plus \$5 allowed). Please adjust the spending plan to reflect the allowable amount: \$328,722.00. If additional overtime is needed, please provide justification for FMCSA review and approval in the narrative section.

Estimated Expenditures				
	Federal Share	State Share	Total Project Costs (Federal + State)	Planned MOE Costs
;;;Salary Subtotal	\$617,979.98	\$32,525.25	\$650,505.23	\$0.00
;;;Overtime Subtotal	\$394,612.29	\$20,769.06	\$415,381.35	\$0.00
Personnel Total	\$1,012,592.27	\$53,294.31	\$1,065,886.58	\$0.00
Fringe Benefits Total	\$627,829.96	\$33,043.65	\$660,873.61	\$0.00
Travel Total	\$64,312.15	\$3,384.85	\$67,697.00	\$0.00
Equipment Total	\$41,750.13	\$2,197.37	\$43,947.50	\$0.00
Supplies Total	\$57,018.51	\$3,000.96	\$60,019.47	\$0.00
Contractual and Subaward Total	\$123,809.51	\$6,516.29	\$130,325.80	\$0.00
Other Costs Total	\$154,596.39	\$8,136.65	\$162,733.04	\$0.00
	95% Federal Share	5% State Share	Total Project Costs (Federal + State)	Planned MOE Costs
Subtotal for Direct Costs	\$2,081,908.92	\$109,574.08	\$2,191,483.00	\$0.00
Indirect Costs	\$0.00	\$0.00	\$0.00	NA
<b>Total Costs Budgeted</b>	<b>\$2,081,908.92</b>	<b>\$109,574.08</b>	<b>\$2,191,483.00</b>	<b>\$0.00</b>





<b>Part 5 - Certifications and Documents</b>
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<b>Part 5 Section 1 - Overview</b>
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*Part 5 includes electronic versions of specific requirements, certifications and documents that a State must agree to and abide by 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.*

*These certifications must be completed and signed on an annual basis.*

**Part 5 Section 2 - 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? Gene Cote
2. What is this person's title? Captain
3. Who is your Governor's highway safety representative? Allison Laflamme
4. What is this person's title? Administrator

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

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

**State Certification declaration:**

I, Gene Cote, Captain, on behalf of the State of VERMONT, 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 3 - 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? Gene Cote
2. What is the title of your certifying State official? Captain
3. What are the phone # and email address of your State official? 802-828-2078 gene.cote@vermont.gov

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

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

I, Gene Cote, certify that VERMONT 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 4 - 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