



IOWA

Commercial Vehicle Safety Plan

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

**Fiscal Years 2019 - 2021
Annual Update FY 2020**

Date of Approval: April 06, 2020

FINAL CVSP



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

Part 1 - MCSAP Overview

Part 1 Section 1 - Introduction

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

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

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

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

- Part 1: MCSAP Overview
- Part 2: Crash Reduction and National Program Elements (FY 2019 - 2021)
- Part 3: National Emphasis Areas and State Specific Objectives (FY 2019 - 2021)
- Part 4: Financial Information (FY 2020)
- Part 5: Certifications and Documents

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

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

REMINDERS FOR FY 2020:

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

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

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

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

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

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

Part 1 Section 2 - Mission/Goal Statement

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

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

Instructions:

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

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

The State of Iowa is committed to reducing the number of traffic crashes resulting in injury and loss of life with coordinated enforcement efforts focused on commercial vehicle operators, and other vehicles operating in the vicinity of commercial vehicles.

The Iowa Department of Transportation - Office of Motor Vehicle Enforcement, in partnership with the Iowa Department of Public Safety - Iowa State Patrol, will establish and implement effective roadside driver/vehicle inspection and enforcement, educational outreach and New Entrant and Compliance Review programs.

Through the combined efforts of the agencies involved, the goal of the state is to reduce the Iowa commercial motor vehicle fatality-related rate of 0.21 per one-hundred million VMT (recorded in 2016) to 0.19 or less by September 30, 2021.

Data Source: USDOT/FHWA, Highway Statistics

Part 1 Section 3 - MCSAP Structure Explanation

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

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

Instructions:

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

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

MOTOR VEHICLE ENFORCEMENT (LEAD AGENCY)

Management of the Office of Motor Vehicle Enforcement (MVE) is centralized at the Iowa DOT Motor Vehicle Division building in Ankeny, Iowa.

The MVE team is comprised of 100 full-time positions (99 sworn and 1 civilian) of which 97 are MCSAP Certified and 12 officer positions are currently vacant. MVE anticipates hiring 12 officers during FFY 2019.

Administrative personnel located in the Ankeny Headquarters include the Chief, Assistant Chief, 2 Captains, 2 Lieutenants, MCSAP Manager, Program Analyst and Secretary. The state is divided into five enforcement areas, each supervised by a field Captain. Assigned to the five field enforcement areas are 11 Sergeants and 65 Motor Vehicle Officers. Located strategically across the state are 5 Motor Carrier Investigators and 6 Hazardous Material Specialists.

Iowa DOT's enforcement emphasis is placed on detecting drivers who are operating in violation of traffic laws and HOS rules, unsafe Commercial Motor Vehicles and identifying out-of-service carriers. MCSAP enforcement activities are performed in conjunction with size and weight enforcement activities at 11 fixed site facilities and while on random patrol in all geographic areas of the state.

IOWA STATE PATROL (SUBRECIPIENT):

Iowa State Patrol administrative staff offices are located in Des Moines, Iowa with MCSAP Troopers located strategically across the state. The Iowa State Patrol MCSAP Program consists of 1 Captain, 1 Lieutenant, 1 Sergeant, 14 full-time Troopers, 32 part-time Troopers and 2 civilian support staff. Most full-time Troopers are Level II certified and part-time Troopers are Level III certified.

Enforcement emphasis is placed on conducting Level 3 inspections. During these MCSAP activities, ISP works to detect drivers who violate out-of-service orders, seatbelt usage and traffic enforcement.

Part 1 Section 4 - MCSAP Structure

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

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

Instructions:

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

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

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

Lead Agency Information	
Agency Name:	IOWA DEPARTMENT OF TRANSPORTATION - MOTOR VEHICLE ENFORCEMENT
Enter total number of personnel participating in MCSAP activities	100
National Program Elements	Enter # personnel below
Driver and Vehicle Inspections	97
Traffic Enforcement Activities	97
Investigations*	5
Public Education and Awareness	25
Data Collection and Reporting	3
* Formerly Compliance Reviews and Includes New Entrant Safety Audits	

Subrecipient Information	
Agency Name:	IOWA DEPARTMENT OF PUBLIC SAFETY - IOWA STATE PATROL
Enter total number of personnel participating in MCSAP activities	47
National Program Elements	Enter # personnel below
Driver and Vehicle Inspections	47
Traffic Enforcement Activities	47
Investigations*	0
Public Education and Awareness	0
Data Collection and Reporting	3
* Formerly Compliance Reviews and Includes New Entrant Safety Audits	

Non-funded Agency Information	
Total number of agencies:	1
Total # of MCSAP Participating Personnel:	2

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 2019 - 2021 in the areas of crash reduction, roadside inspections, traffic enforcement, audits and investigations, safety technology and data quality, and public education and outreach.

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

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

Part 2 Section 2 - CMV Crash Reduction

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

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

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

Trend Analysis for 2013 - 2017

Instructions for all tables in this section:

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

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

ALL CMV CRASHES

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

Goal measurement as defined by your State: 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			
01/01/2016	12/31/2016	71	0.18	0.2130
01/01/2015	12/31/2015	62	0.14	0.1870
01/01/2014	12/31/2014	49	0.21	0.1560
01/01/2013	12/31/2013	67	0.14	0.2120
01/01/2012	12/31/2012	60	0.16	0.19

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: N/A

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

The State has not previously identified significant passenger transportation safety problems.

Measurement Period (Include 5 Periods)		Fatalities	Goal	Outcome
Begin Date	End Date			
01/01/2017	12/31/2017	2		
01/01/2016	12/31/2016	2		
01/01/2015	12/31/2015	1		
01/01/2014	12/31/2014	1		
01/01/2013	12/31/2013	6		

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: N/A

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

The State has not previously identified significant HM transportation safety problems.

Measurement Period (Include 5 Periods)		Fatalities	Goal	Outcome
Begin Date	End Date			
01/01/2017	12/31/2017	2		
01/01/2016	12/31/2016	0		
01/01/2015	12/31/2015	1		
01/01/2014	12/31/2014	1		
01/01/2013	12/31/2013	3		

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

Data Source Table 1: A&I State Level CMV Fatality Rate per 100 Million Total Vehicle Miles Traveled Data Source

Table 2: A&I Summary statistics for Buses in Iowa based on the MCMIS data source Data Source Table 3: A&I HM statistics for Large Trucks and Buses in Iowa based on the MCMIS data source reports pulled 07/17/2018

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

CMV Crashes - Total VMT in Iowa has remained relatively stable over the last five years leading up to CY 2016. Iowa total VMT increased by approximately 5.3 percent in CY 2016, which contributed substantially to traffic congestion and other traffic-related issues that caused fatalities to increase. Statewide law enforcement continues to face significant personnel caps despite a strong economy, limiting Iowa's ability to negate crash levels.

State Motorcoach/Passenger Fatality Reduction - No goals were established during this time frame. Motor Vehicle Enforcement's Passenger Vehicle Team conducted destination and terminal passenger vehicle inspection checks at locations receiving high passenger vehicle traffic volume to ensure compliance with operating authority, insurance, vehicle driver and occupant regulations.

Measurements for motor coach/passenger fatality rates per 100M VMT includes regulated and non-regulated carriers.

State Hazardous Materials Fatality Reduction - Iowa did not establish a HM fatality goal.

FMCSA A&I CMV Fatality Rate per 100 Million Total Vehicle Miles Traveled for 2017 has not been posted to their website at the time of application.

Narrative Overview for FY 2019 - 2021**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.

Based on CY 2018 fatality crash reports submitted to MCMIS, there have been 2,320 crashes involving commercial vehicles statewide resulting in 57 fatalities and 894 injuries.

Iowa DOT, in conjunction with the Iowa State Patrol, have analyzed crash data to determine where the greatest concentration of injuries and fatal crashes have occurred. In addition, consideration was also given to areas in which increases in the number of crashes have spiked. MVE and ISP will meet on a quarterly basis to analyze the most recent crash statistics available in order to conduct enforcement activities in those targeted areas. The targeted areas will be based on the top ten geographic areas that this data points to. Historically, there's an indication that these areas may include the following counties: Blackhawk, Johnson, Polk, Pottawattamie, Scott, and Sioux.

Targeted counties may change quarterly depending where safety data suggests MVE/ISP will have the greatest impact. A summary of quarterly efforts will be provided in PPRs submitted to FMCSA.

Iowa currently receives 95 percent of the crash reports electronically with a 12-day average on timeliness. This timely access to crash data allows the state to monitor and react more responsively to problematic issues and areas.

Enter the data source and capture date:

MCMIS Summary Statistics for Large Trucks and Buses - CY 2015 - 2018 Data snapshot as of 06/28/2019, including crashes through 02/28/2019

Projected Goal for FY 2019 - 2021:

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

Fiscal Year	Annual Crash Reduction Goals
2019	3
2020	3
2021	3

The State will conduct 30 high crash corridor checks targeting those ten counties as well as conducting crash corridor checks in high crash areas throughout the State on a quarterly basis. Through the combined efforts of the agencies involved, the goal of the State is to reduce the Iowa CMV fatality rate of 0.21 per 100M VMT (recorded in 2016) to 0.19 per 100M VMT or less by September 30, 2021. This represents a total of 9 percent reduction with a 3 percent decrease in crashes per year. Data Source: USDOT/FHWA, Highway Statistics (annual series); FARS

Program Activities for FY 2019 - 2021: 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.

The State will conduct 30 high-crash corridor driver/vehicle inspection projects and traffic enforcement activities within the ten targeted counties and other high crash counties. Events will be conducted at locations to be determined by the supervising field Captain through further analysis of crash location data and field investigation. The project will be conducted during one workday, will be at least 10 hours in duration, and will be staffed by at least three MCSAP certified officers. A minimum of 900 officers hours will be dedicated to this project with 1,000 of the 26,050 Level III inspections and 1,000 traffic enforcement stops being dedicated to this objective.

MVE resolves to reduce CMV crashes and has a state goal of Zero Fatalities. Crash data shows that Following Too Close and speeding are major contributors to CMV crashes. A Lidar unit with video capabilities would help MVE officers to measure the distance between a CMV and another vehicle.

Per FMCSA's direction, the lead MCSAP agency for the state (MVE) will respond to all CMV crashes in the state that result in a fatality by immediately dispatching a MVE officer(s) trained to conduct Level I inspections, and affirm that such inspections will indeed be conducted. MVE will also strongly encourage and support a commitment to deploying MVE officers to other serious non-fatal CMV related crashes as situations may necessitate for appropriate follow-up activity. The collection of this data is paramount to MVE's combined efforts to eliminate future crashes, and as the state's sole provider of CVSA Level I certified law enforcement officers, we recognize that our agency alone can fulfill this need. Accordingly, we also affirm a commitment to taking steps to ensure allied law enforcement agencies as well as emergency dispatch centers in the state are aware of our obligations to respond to such events to ensure that our department is immediately notified of all serious CMV crashes.

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.

Fatality crash reports for each of the identified ten counties and other high crash counties will be tracked and monitored as they are received. The number of fatal crashes and the number of deaths for these counties, along with statewide fatal crash and death totals will be compared with the percentage of gain or loss noted.

The MCSAP Manager will monitor and report on a quarterly basis the number of CMV-related crashes occurring statewide and in the identified ten counties. The results will be reported to the Assistant Chief in charge of field operations and to FMCSA. Crash reduction performance will be evaluated quarterly with a comparison of the number of fatal crashes and deaths in the ten targeted counties to the statewide total numbers, and the resulting percentage of year-to-date change. Due to the quarterly evaluation, the identified ten counties may change.

Part 2 Section 3 - Roadside Inspections

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

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

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

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 2013 - 2017

Inspection Types	2013	2014	2015	2016	2017
Level 1: Full	8913	8816	9437	8719	8273
Level 2: Walk-Around	23734	20845	21469	19124	16514
Level 3: Driver-Only	25238	25193	28132	28500	26464
Level 4: Special Inspections					
Level 5: Vehicle-Only	248	155	172	148	110
Level 6: Radioactive Materials					
Total	58133	55009	59210	56491	51361

Narrative Overview for FY 2019 - 2021

Overview:

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

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

The Iowa DOT's Office of Motor Vehicle Enforcement (MVE) is the primary agency responsible for vehicle size and weight on Iowa's highways. MVE has jurisdiction and provides enforcement on all roadways, including interstate, primary, secondary and city streets. Roadway embargoes and bridge weight limits are included in weight enforcement operations. A small number of county and city law enforcement agencies enforce vehicle size and weight within their jurisdictions.

Current staffing consists of 100 full-time positions (99 sworn and 1 civilian) of which 97 are MCSAP certified and 12 officer positions are currently vacant. MVE anticipates hiring 12 officers during FFY 2019.

MVE training needs will be extensive for FFY 2019. Due to the anticipation of hiring 12 new officers and certifying recently hired officers, MVE will need to conduct NAS A and B-side, General HazMat, Cargo Tank, Passenger certification classes. Other necessary training would include Other Bulk Packaging, DIAP, Field Training Officer and other MCSAP related training courses allowed by FMCSA. This uptick of fully certified MCSAP officers will enable MVE to meet the CVSP goals and increase our efforts.

Iowa has 11 permanent fixed-site scale locations, three of them have weigh-in-motion technology located on the entrance ramps. Each patrol vehicle is assigned 6 to 8 Haenni portable scales, which are used to weigh commercial vehicles in high-volume traffic corridors away from scale site locations, remote areas of the state and on bypass routes near permanent fixed site scale facilities.

MVE plans to allow Officers and Sergeants to participate in planned MCSAP inspection overtime activity. The agency currently anticipates that each Officer and/or Sergeant will be permitted 10 hours each during FFY 2020. During the planned overtime, the Officers and/or Sergeants conduct approximately one inspection an hour. The number one cause of crashes is driver behavior. The majority of the overtime inspections will be Level III inspections targeting those behaviors to include following too close, speed, seatbelt use and driver fatigue. Overtime will be utilized to offset existing FTE caps and tough hiring times. Projects will be based upon real-time data as provided in the InTrans crash assessment tool and will allow MVE to significantly augment current MCSAP levels.

Every quarter MVE will hold planning and program effectiveness meetings with MVE, ISP and FMCSA Division staff. The focus of the meetings will be data quality, performance and reasonableness and necessity of activities conducted. MVE will not seek or offer reimbursement for activities that cannot meet the reasonable and necessary activities for MVE or any subgrantees. While Iowa will not directly or indirectly suggest that any officer shall issue a certain number of violations or citations, outside of extenuating circumstances, Iowa will adhere to a standard that there should be a citation written when a violation is directly observed that could lead or contribute to a disqualification/withdrawal action upon a CMV driver (eg. 383.51 table, 391.15, etc.)

Projected Goals for FY 2019 - 2021

Instructions for Projected Goals:

Complete the following tables in this section indicating the number of inspections that the State anticipates conducting during Fiscal Years 2019 - 2021. For FY 2020, there are separate tabs for the Lead Agency, Subrecipient Agencies, and Non-Funded Agencies—enter inspection goals by agency type. Enter the requested information on the first three tabs (as applicable). The Summary table totals are calculated by the eCVSP system.

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

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

MCSAP Lead Agency

Lead Agency is: IOWA DEPARTMENT OF TRANSPORTATION - MOTOR VEHICLE ENFORCEMENT

Enter the total number of certified personnel in the Lead agency: 97

Projected Goals for FY 2020 - Roadside Inspections					
Inspection Level	Non-Hazmat	Hazmat	Passenger	Total	Percentage by Level
Level 1: Full	7000	1500	100	8600	19.47%
Level 2: Walk-Around	14600	2500	150	17250	39.05%
Level 3: Driver-Only	18200		50	18250	41.32%
Level 4: Special Inspections				0	0.00%
Level 5: Vehicle-Only			70	70	0.16%
Level 6: Radioactive Materials				0	0.00%
Sub-Total Lead Agency	39800	4000	370	44170	

MCSAP subrecipient agency

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

IOWA DEPARTMENT OF PUBLIC

Subrecipient is: SAFETY - IOWA STATE PATROL

Enter the total number of certified personnel in this funded agency: 47

Projected Goals for FY 2020 - Subrecipients					
Inspection Level	Non-Hazmat	Hazmat	Passenger	Total	Percentage by Level
Level 1: Full				0	0.00%
Level 2: Walk-Around	500			500	5.88%
Level 3: Driver-Only	8000			8000	94.12%
Level 4: Special Inspections				0	0.00%
Level 5: Vehicle-Only				0	0.00%
Level 6: Radioactive Materials				0	0.00%
Sub-Total Funded Agencies	8500	0	0	8500	

Non-Funded Agencies

Total number of agencies:	1
Enter the total number of non-funded certified officers:	2
Enter the total number of inspections projected for FY 2020:	64

Summary

Projected Goals for FY 2020 - Roadside Inspections Summary

Projected Goals for FY 2020 Summary for All Agencies					
MCSAP Lead Agency: IOWA DEPARTMENT OF TRANSPORTATION - MOTOR VEHICLE ENFORCEMENT					
# certified personnel: 97					
Subrecipient Agencies: IOWA DEPARTMENT OF PUBLIC SAFETY - IOWA STATE PATROL					
# certified personnel: 47					
Number of Non-Funded Agencies: 1					
# certified personnel: 2					
# projected inspections: 64					
Inspection Level	Non-Hazmat	Hazmat	Passenger	Total	Percentage by Level
Level 1: Full	7000	1500	100	8600	16.33%
Level 2: Walk-Around	15100	2500	150	17750	33.70%
Level 3: Driver-Only	26200		50	26250	49.84%
Level 4: Special Inspections				0	0.00%
Level 5: Vehicle-Only			70	70	0.13%
Level 6: Radioactive Materials				0	0.00%
Total ALL Agencies	48300	4000	370	52670	

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.

Iowa conducted an analysis of all CMV crashes within the state and observed a clear indication that the number one cause of all crashes, by a wide margin, are moving violations committed by CMV drivers. In order to adequately address the cause of CMV crashes in the state, Iowa must focus on inspections that address driver behavior. Accordingly, MVE will place an emphasis on Level II and III inspections and conduct a lower percentage of Level I inspections than suggested in the MCP. We believe this approach will have the greatest impact on CMV crash reduction in our state.

Projected Goals for FY 2020 Roadside Inspections	Lead Agency	Subrecipients	Non-Funded	Total
Enter total number of projected inspections	48500	8200	0	56700
Enter total number of certified personnel	97	47	0	144
Projected Goals for FY 2021 Roadside Inspections				
Enter total number of projected inspections	50800	8200	0	59000
Enter total number of certified personnel	97	47	0	144

Part 2 Section 4 - Investigations

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

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

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

☐ The 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 2013 - 2017

Investigative Types - Interstate	2013	2014	2015	2016	2017
Compliance Investigations	0	0	0	0	0
Cargo Tank Facility Reviews	0	0	0	0	0
Non-Rated Reviews (Excludes CSA & SCR)	0	0	0	0	0
CSA Off-Site	0	0	0	0	0
CSA On-Site Focused/Focused CR	0	0	0	0	0
CSA On-Site Comprehensive	0	0	0	0	0
Total Investigations	0	0	0	0	0
Total Security Contact Reviews	0	0	0	0	0
Total Terminal Investigations	0	0	0	0	0

Investigative Types - Intrastate	2013	2014	2015	2016	2017
Compliance Investigations	0	0	0	0	0
Cargo Tank Facility Reviews	0	0	0	0	0
Non-Rated Reviews (Excludes CSA & SCR)	0	0	0	0	0
CSA Off-Site	0	0	0	0	0
CSA On-Site Focused/Focused CR	0	0	0	0	0
CSA On-Site Comprehensive	0	0	0	0	0
Total Investigations	0	0	0	0	0
Total Security Contact Reviews	0	0	0	0	0
Total Terminal Investigations	0	0	0	0	0

Narrative Overview for FY 2019 - 2021**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 2019 - 2021

Complete the table below indicating the number of investigations that the State anticipates conducting during FY 2019 - 2021.

Projected Goals for FY 2019 - 2021 - Investigations						
Investigation Type	FY 2019		FY 2020		FY 2021	
	Interstate	Intrastate	Interstate	Intrastate	Interstate	Intrastate
Compliance Investigations	12	0	2	10	2	10
Cargo Tank Facility Reviews	0	0	0	0	0	0
Non-Rated Reviews (Excludes CSA & SCR)	0	0	0	0	0	0
CSA Off-Site	0	0	0	0	0	0
CSA On-Site Focused/Focused CR	0	0	0	0	0	0
CSA On-Site Comprehensive	0	0	0	0	0	0
Total Investigations	12	0	2	10	2	10
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.

Iowa did not have a CR Program prior to FY 2018. Iowa has since trained two part-time CR Investigators with the goal of having them active in the field by first quarter FFY 2019 and certified by end of FFY 2019. These two investigators were primarily focused on high risk interstate carriers based in Iowa whose operations are primarily intrastate. These two investigators worked with FMCSA to complete certification. In FFY20 Iowa CR investigators will continue to focus on the Intrastate Priority list in A&I and the intrastate complaint data. They will conduct six comprehensive on-site reviews each. While the state has yet to develop an intrastate enforcement program, intrastate review conducted in FFY20 may include Federal enforcement actions as warranted. Iowa intends to establish rules and regulations necessary to deploy an Intrastate CR Enforcement Program for FFY 2021.

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

Iowa intends to refocus efforts on intrastate carriers during FFY20 using A&I and complaint data. On a periodic basis the Special Operations Captain will check the SMS data and assign cases to the compliance review Investigators. The Captain will ensure that Investigators maintain the number of investigations necessary for certification. At the completion of each review the Captain will meet with the Investigator to determine if Federal enforcement action is needed.

During FFY 20, Iowa DOT will also perform an analysis to determine what administrative rules and/or legislative changes may be necessary to deploy a compatible Intrastate CR Program. This will require a supervisor to effectively oversee and implement the compliance review program and Investigators.

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

The Special Operations Captain will partner with FMCSA Iowa Division to manage investigative assignments and will utilize MVE daily reports when monitoring and reviewing investigative activity.

The Special Operations Captain will review all activity for quality, completeness and accuracy on an ongoing basis and will provide work performance, oversight and guidance.

The Special Operations Captain conducts periodic meetings with Investigators for federal updates.

The Grant Manager will track and report relevant statistics related to investigative work completed on a quarterly basis and provide directional oversight and training implementation.

Iowa will meet quarterly with FMCSA Iowa Division and other relevant stakeholders to discuss progress towards deployment of an Intrastate CR Program with enforcement guidelines, standards and processes. The state recognizes the need to adopt 49 CFR 386 to establish a fully compatible review program, however Iowa DOT notes that the control of adoption lays with legislative members.

Part 2 Section 5 - Traffic Enforcement

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

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

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

Trend Analysis for 2013 - 2017

Instructions:

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

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

State/Territory Defined Measurement Period (Include 5 Periods)		Number of Documented CMV Traffic Enforcement Stops with an Inspection	Number of Citations and Warnings Issued
Begin Date	End Date		
10/01/2016	09/30/2017	9594	10158
10/01/2015	09/30/2016	10790	11425
10/01/2014	09/30/2015	11645	12308
10/01/2013	09/30/2014	9363	9921
10/01/2012	09/30/2013	9916	10523

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

State/Territory Defined Measurement Period (Include 5 Periods)		Number of Documented CMV Traffic Enforcement Stops without Inspection	Number of Citations and Warnings Issued
Begin Date	End Date		
10/01/2016	09/30/2017	2369	488
10/01/2015	09/30/2016	1165	
10/01/2014	09/30/2015	4803	
10/01/2013	09/30/2014	2873	
10/01/2012	09/30/2013	3182	

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

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

Data Source: MCMIIS Iowa TE Activity Summary data snapshot 06/24/2016 (FY 2012), Iowa TE Activity Summary data snapshot 06/30/2017 (FY 2013-2016). Preliminary number per TraCS Ad Hoc report. MVE Officer Daily Database - FY 2012-2016. Number of Citations/Warnings were unable to be captured through FFY 2016 due to IT programming issues and has been corrected for FFY 2017. Note that the FFY 2016 number of documented CMV TE stops without an inspection cannot be reported as Iowa shifted from a paper-based tracking mechanism to an electronic mechanism during that fiscal year which could not be effectively queried. These statistics will be available from FFY 2017 forward. Iowa DOT will report all requested TE elements to FMCSA on a quarterly basis beginning in FFY 2017.

Narrative Overview for FY 2019 - 2021

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](#).

To reduce the number and severity of commercial vehicle-related crashes, Motor Vehicle Enforcement (Lead Agency) and Iowa State Patrol (Subrecipient) will conduct traffic enforcement activities directed toward the drivers of commercial motor vehicles committing dangerous and negligent traffic violations. The number of activities and projects will be tracked with internal reports documenting the number of inspections performed, officer's hours worked, and the number and type of traffic enforcement violations detected. High CMV traffic volume, high CMV crash rate areas, work zones and rural roadways will be selected for these events.

Motor Vehicle Enforcement (MVE) will conduct traffic enforcement related activities on CMVs while performing an estimated 8,600 Level I, 17,250 Level II, 18,250 Level III and 70 Level V inspections during day-to-day activities and focused enforcement projects. MVE will conduct thirty traffic enforcement projects in the identified high crash rate areas, and will include the ten counties identified in the Crash Reduction Goal of the State CMV Safety Program Objectives. The high crash corridor projects will involve speed enforcement and other CMV driver-related enforcement activities. The projects will be conducted during one workday, will be at least ten hours in duration, and will be staffed by at least three MCSAP certified officers. A minimum of 900 hours will be dedicated to high crash corridor traffic enforcement projects. The number of projects and resulting performance will be tracked with internal reports.

MVE will conduct a minimum of thirty Level III checks in FFY 2020. A Level III check will focus on "Driver Only" Level III inspections. Projects will be conducted during one workday, will be at least ten hours in duration and will be staffed by at least three MCSAP certified officers. High CMV traffic volume areas and rural roadways will be selected for these events. A minimum of 900 officer hours will be dedicated to Level III checks.

MVE will conduct a minimum of thirty Area MCSAP checks in FFY 2020. An Area MCSAP inspection project will focus on Level I inspections in an area not typically receiving Level I activity, such as an area in a rural location. The projects will be conducted during one workday, will be at least ten hours in duration and will be staffed by at least three MCSAP certified officers. A minimum of 900 officer hours will be dedicated to the Area MCSAP check.

Iowa State Patrol (ISP) will conduct traffic enforcement related activities on CMVs while performing an estimated 500 Level II and 8,000 Level III inspections during day-to-day activities and focused enforcement projects. ISP will conduct eight Level III traffic enforcement projects in selected high CMV traffic volume, high CMV crash rate areas, work zones and rural roadways. A project will be conducted during four workdays, each day at least eight work hours in duration, and will be staffed by MCSAP certified officers. A minimum of 1,200 officer hours will be dedicated to these eight ISP projects. The number of activities and projects will be tracked with internal reports.

ISP will provide an increased effort, in the targeted counties identified in the Crash Reduction Goal in the State CMV Safety Program Objectives, by working a minimum of 269 extra shifts focusing on CMV traffic enforcement. ISP will dedicate 43 officers on overtime towards these extra shifts for a total of 2,152 hours. All stops will result in a CMV inspection with the goal of completing a total of 1,614 CMV inspections with this overtime effort.

MVE, through a joint effort with ISP, will conduct four traffic enforcement projects. These projects will focus on high CMV traffic volume, crash rate areas, work zones and rural roadways. The projects will be conducted during two workdays, will be at least eight hours in duration, and will be staffed by at least eight MCSAP certified officers. A minimum of 512 officer hours will be dedicated to these four joint projects.

Note that through FFY 2016, certain IT restrictions prevented Iowa DOT from being able to accurately and consistently capture and report TE-related statistics. IT solution has been identified and implemented to fully track all TE data elements requested by FMCSA for TE conducted with/without an inspection. All requested TE data reporting was fulfilled and transmitted to FMCSA in quarterly PPRs beginning in FFY 2017.

Projected Goals for FY 2019 - 2021

Using the radio buttons in the table below, indicate the traffic enforcement activities the State intends to conduct in FY 2019 - 2021. The projected goals are based on the number of traffic stops, not tickets or warnings issued. These goals are NOT intended to set a quota.

			Enter Projected Goals (Number of Stops only)		
Yes	No	Traffic Enforcement Activities	FY 2019	FY 2020	FY 2021
<input checked="" type="radio"/>	<input type="radio"/>	CMV with Inspection	10000	10500	11000
<input checked="" type="radio"/>	<input type="radio"/>	CMV without Inspection	1000	1250	1500
<input type="radio"/>	<input checked="" type="radio"/>	Non-CMV	0	0	0
<input checked="" type="radio"/>	<input type="radio"/>	Comprehensive and high visibility in high risk locations and corridors (special enforcement details)	1000	1000	1000

In order to be eligible to utilize Federal funding for Non-CMV traffic enforcement, the [FAST Act](#) requires that the State must maintain an average number of safety activities which include the number of roadside inspections, carrier investigations, and new entrant safety audits conducted in the State for Fiscal Years 2004 and 2005.

The table below displays the information you input into this plan from the roadside inspections, investigations, and

new entrant safety audit sections. Your planned activities must at least equal the average of your 2004/2005 activities.

FY 2020 Planned Safety Activities				
Inspections	Investigations	New Entrant Safety Audits	Sum of FY 2020 Activities	Average 2004/05 Activities
52734	12	680	53426	68612

The sum of your planned FY 2020 safety activities must equal or exceed the average number of 2004/2005 activities to be reimbursed for non-CMV traffic enforcement activities. Update the number of FY 2020 roadside inspections, investigations, and/or new entrant safety audits to be eligible for reimbursement.

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

Iowa will monitor its traffic enforcement efforts through special check forms completed by the Sergeant and/or an activity report through TraCS. The special checks will be reported to MVE and captured by the MCSAP Manager. The MCSAP Manager will monitor and report on a quarterly basis the actual number of special checks completed and the results of the Officers' efforts.

Part 2 Section 6 - Safety Technology

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

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

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

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

Safety Technology Compliance Status

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

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

Available data sources:

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

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

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

Narrative Overview for FY 2019 - 2021

Problem Statement Narrative and Projected Goal:

If the State's PRISM compliance is less than full participation, describe activities your State plans to implement to achieve full participation in PRISM.

Iowa is a premier PRISM state in full compliance.

Program Activities for FY 2019 - 2021: Describe any actions that will be taken to implement full participation in PRISM.

N/A

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

Iowa will continue to submit quarterly PRISM Action/Withdrawal/Denial Reports on a quarterly basis to FMCSA Iowa Division.

Part 2 Section 7 - Public Education and Outreach

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

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

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

Trend Analysis for 2013 - 2017

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

Public Education and Outreach Activities	2013	2014	2015	2016	2017
Carrier Safety Talks	257	240	167	103	111
CMV Safety Belt Education and Outreach			7	0	1
State Trucking Association Meetings			1	2	2
State-Sponsored Outreach Events			40	31	23
Local Educational Safety Events			28	32	26
Teen Safety Events			3	14	4

Narrative Overview for FY 2019 - 2021

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

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

With Iowa adopting the "Zero Fatalities" initiative and the transportation industry in Iowa having an expectation of cooperation between Motor Vehicle Enforcement, ongoing outreach is imperative to the success of lowering transportation related deaths. MVE will continue to present educational seminars regarding state and federal regulations to assist the motoring public and industry to achieve compliance and reduce crashes.

MVE partners with motor carriers, passenger carriers, agribusinesses and hazardous material carriers to reach their drivers and employees. MVE Officers also present to other government entities, including law enforcement, civic groups, clubs and associations. MVE will attempt to establish an anti-masking outreach program to area prosecuting offices where masking is known to occur or have indication that they will occur.

MVE recognizes that 2020 will be a year of challenges for Industry as the nation works towards National Registry interphase 3 deployment, ELDT go-live, ELD phase 3 implementation and Drug and Alcohol Clearinghouse deployment. MVE will work toward including these new areas of focus along with other safety initiatives to include Human Trafficking, Safety on Rural Roads, Distracted Driving and other national priorities recognized by FMCSA when working with the public and Industry.

Truckers Against Trafficking awareness training is presented to Motor Carriers, their drivers and the general public. The Iowa Model includes outreach at truck stops and plazas to make drivers aware of this national trend of our children being transported across state lines for nefarious activity.

MVE will re-evaluate training topics and strategy to maintain educational presence as appropriate.

Projected Goals for FY 2019 - 2021

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 2019	FY 2020	FY 2021
<input checked="" type="radio"/>	<input type="radio"/>	Carrier Safety Talks	150	150	150
<input checked="" type="radio"/>	<input type="radio"/>	CMV Safety Belt Education and Outreach	1	1	1
<input checked="" type="radio"/>	<input type="radio"/>	State Trucking Association Meetings	2	2	2
<input checked="" type="radio"/>	<input type="radio"/>	State-Sponsored Outreach Events	20	20	20
<input checked="" type="radio"/>	<input type="radio"/>	Local Educational Safety Events	5	5	5
<input checked="" type="radio"/>	<input type="radio"/>	Teen Safety Events	5	5	5

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.

MVE will track the number of educational seminars conducted for the motor carrier industry, associations and other interested entities, the number of hours devoted to outreach and the number of persons in attendance.

MVE will conduct 183 educational seminars to interested motor carriers, government agencies and civic groups upon request.

The number of programs delivered and the number of attendees will be monitored by the MCSAP Manager who will report the information to FMCSA and MVE management on a quarterly basis.

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

Please review your State's SSDQ compliance levels and narrative overview and identify if changes are needed for the upcoming fiscal year. You must also update the newly added Crash VIN Accuracy category rating. You must select 'yes' to make changes.

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

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

SSDQ Compliance Status

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

Technology Program	Current Compliance Level	Include O & M Costs?
SSDQ	Good	No

Available data sources:

- [FMCSA website SSDQ information](#)

In the table below, use the drop-down menus to indicate the State's current rating within each of the State Safety Data Quality categories, and the State's goal for FY 2019 - 2021.

SSDQ Category	Current SSDQ Rating	Goal for FY 2019	Goal for FY 2020	Goal for FY 2021
Crash Record Completeness	Good	Good	Good	Good
Crash VIN Accuracy	Good	Good	Good	Good
Fatal Crash Completeness	Good	Good	Good	Good
Crash Timeliness	Good	Good	Good	Good
Crash Accuracy	Good	Good	Good	Good
Crash Consistency	No Flag	No Flag	No Flag	No Flag
Inspection Record Completeness	Good	Good	Good	Good
Inspection VIN Accuracy	Good	Good	Good	Good
Inspection Timeliness	Good	Good	Good	Good
Inspection Accuracy	Good	Good	Good	Good

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

Data Source: MCMIS data snapshot as of 06/28/2019, including crash records through 03/31/2019.

Narrative Overview for FY 2019 - 2021

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

Beginning in June 2019 Iowa's crash timeliness rating increased from Poor to Fair with 69% of crash records being reported within 90 days of the crash. Iowa has shown a consistent increase from November 2018 to June 2019 and is waiting for the backlog of records to be uploaded. Iowa has devoted increased efforts and resources to regain and

maintain the previous status of Good and will continue to be monitored in the quarterly progress performance report.

Program Activities for FY 2019 - 2021: Describe any actions that will be taken to achieve a "Good" rating in any category not currently rated as "Good," including measurable milestones.

Discussion was made with Driver Identification Services to identify that the appropriate resources and the dedication to the task was made. DIS allocated the manpower to ensure that the data is completed in a timely manner and MVE cross trained an officer to assist with CVRs. Discussions with Motor Vehicle Enforcement, FMCSA and the appropriate DIS staff will continue.

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

Iowa's program manager will continue to report monthly timeliness data points in the quarterly PPRs. Meetings and discussions will be ongoing and resolution to the crash reporting timeliness is expected to be corrected by the end of FFY 2018.

Historically, Iowa has always been GOOD in this area and MVE finds this to be unacceptable and a blemish on the state's record.

Part 2 Section 9 - New Entrant Safety Audits

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

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

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

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

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

Trend Analysis for 2013 - 2017

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

New Entrant Safety Audits	2013	2014	2015	2016	2017
Interstate	319	684	436	445	514
Intrastate	0	0	0	0	0
Total Audits	319	684	436	445	514

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 2019 - 2021

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

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

Program Objective: Statutory time limits for processing and completing interstate safety audits are:

- If entry date into the New Entrant program (as shown in FMCSA data systems) September 30, 2013 or earlier—safety audit must be completed within 18 months.
- If entry date into the New Entrant program (as shown in FMCSA data systems) October 1, 2013 or later—safety audit must be completed within 12 months for all motor carriers and 120 days for motor carriers of passengers.

Projected Goals for FY 2019 - 2021

For the purpose of completing the table below:

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

Projected Goals for FY 2019 - 2021 - New Entrant Safety Audits						
	FY 2019		FY 2020		FY 2021	
Number of Safety Audits/Non-Audit Resolutions	Interstate	Intrastate	Interstate	Intrastate	Interstate	Intrastate
# of Safety Audits (Onsite)	30	0	30	0	30	0
# of Safety Audits (Offsite)	500	0	650	0	650	0
# Group Audits	0	0	0	0	0	0
TOTAL Safety Audits	530	0	680	0	680	0
# of Non-Audit Resolutions	100	0	100	0	100	0

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

Motor Vehicle Enforcement's Motor Carrier Investigators (MCIs) are assigned to conduct Safety Audits (SAs) on interstate motor carriers. MCIs are uniformed, sworn peace officers who drive fully marked patrol vehicles. They are located across the state and reside within their assigned areas of service. In addition to conducting SAs, they are required to attend quarterly training and maintain CVSA Level I, General Hazardous Material and Cargo Tank Inspection certifications by conducting appropriate number of roadside inspections.

For FFY 2020, MVE proposes to conduct 680 safety audits and upload completed documents to MCMIS within the statutory time frames by utilizing five full-time investigators supervised by the Special Operations Captain. Iowa may conduct group audits for inventory control purposes.

The Office of Motor Vehicle Enforcement has used existing data from the past two years to project an increase in the number of new commercial carriers that will begin operations during the next 12 months.

Activity Plan for FY 2019 - 2021: Include a description of the activities proposed to help achieve the objectives. If group audits are planned, include an estimate of the number of group audits.

During FFY 2019 the MVE New Entrant Program will be fully staffed with a total of five investigators. Two of the five investigators will conduct both Compliance Reviews and Safety Audits.

For FFY 2020, MVE proposes to conduct 30 on-site and 650 off-site safety audits. Completed documents will be uploaded to MCMIS within the statutory time frames.

Carrier No-Contact and Audit Refusal information will be entered in MCMIS in a timely manner. Iowa will follow FMCSAs

no-contact policy for non-compliant new entrant carriers. Non-audit resolutions will be processed in accordance with FMCSA policies as well.

Educational information is provided to the carrier during the SA. Evidence of activity relevant to potential SA failure or possible federal enforcement activity will be scanned, retained electronically and forwarded to FMCSA investigators upon request.

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

The Special Operations Captain assigns New Entrant caseloads and utilizes MVE daily reports and MCMIS monitoring reports in reviewing investigator's activity and non-audit resolutions.

The Special Operations Captain reviews all inspection and audit reports for quality, completeness and accuracy throughout the month and will provide work performance oversight and guidance.

Data collected is based on investigator's daily activity report, which is analyzed by the Program Grant Manager on a monthly basis. The Program Grant Manager tracks, on a monthly basis, the number of SAs, non-audit resolutions per MC Investigator, and prepares and submits billings for reimbursement.

Part 3 - National Emphasis Areas and State Specific Objectives

FMCSA establishes annual national priorities (emphasis areas) based on emerging or continuing issues, and will evaluate CVSPs in consideration of these national priorities. Part 3 allows States to address the national emphasis areas/priorities outlined in the MCSAP CVSP Planning Memorandum and any State-specific objectives as necessary. Specific goals and activities must be projected for the three fiscal year period (FYs 2019 - 2021).

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

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

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

Instructions:

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

Check this box if:

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

Narrative Overview for FY 2019 - 2021

Enter your State's OOS Catch Rate percentage if below 85 percent: 17%

Projected Goals for FY 2019 - 2021: Enter a description of the State's performance goals.

Fiscal Year	Goal (%)
2019	85
2020	85
2021	85

Iowa's Out-Of-Service catch rate as determined by FMCSA for the 12 month period of 10/1/18 through 5/31/19 (the rate used for CVSP development) was at 16.67% for IH and UNSAT/UNFIT carriers.

Program Activities for FY 2019 - 2021: Describe policies, procedures, and/or technology that will be utilized to identify OOS carriers at roadside. Include how you will conduct quality assurance oversight to ensure that inspectors are effectively identifying OOS carriers and preventing them from operating.

Command and Control software used by Iowa named Mobile Architecture for Communications Handling (MACH) is interfaced with the roadside CMV inspection software in TraCS. MACH includes functionality in which a motor carrier USDOT number is submitted to identify motor carriers with outstanding federal out-of-service orders, enabling the

officer to take enforcement action roadside.

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

MVE has a goal of identifying no less than 85 percent of OOS carriers during roadside inspections. Iowa understands the importance for meeting the 85% catch standard and will review every miss with each and every officer to determine how the violation was missed. Each quarterly training will contain a component to educate officers on resources available to them to assist in reaching this goal.

MVE's program manager will document, in the quarterly progress report, the out-of-service catch rate and provide an explanation for each missed carrier.

Part 3 Section 2 - Passenger Carrier Enforcement

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

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

Instructions:

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

Check this box if:

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

Part 3 Section 3 - State Specific Objectives – Past
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No updates are required for this section.

Instructions:

Describe any State-specific CMV problems that were addressed with FY2018 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 2018 CVSP.

Progress Report on State Specific Objectives(s) from the FY 2018 CVSP

Please enter information to describe the year-to-date progress on any State-specific objective(s) identified in the State's FY 2018 CVSP. Click on "Add New Activity" to enter progress information on each State-specific objective.

Activity #1

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

CMV Safety Improvement Iowa recognizes that there is a correlation between certain high-risk driving behaviors and other poor safety choices made by drivers. For example, drivers who engaged in texting while driving and drivers who choose not to wear seatbelts are exponentially more likely to be involved in severe crashes and sustain serious injury respectively. Iowa will focus special efforts in reducing these high-risk behaviors.

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

Iowa intends to work a minimum of 20 high-risk driver behavior traffic enforcement projects spread throughout FFY 2018. MVE will make every effort to partner with other law enforcement agencies while conducted these enforcement projects. MVE will consider the use of innovative enforcement techniques inclusive of cover/unmarked patrol vehicles in identifying high-risk traffic violations.

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

As of the third quarter, Iowa has already conducted 11 traffic enforcement projects across the state of Iowa. MVE officers have used covert methods to detect bad driving behavior to include texting while driving, CMVs failing to use hands-free devices, speeding and no seat belt use. These enforcement projects have resulted in 497 violations so far in FFY 2018.

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

Iowa has concluded that unconventional methods of identifying high-risk driving behaviors has served to increase the public's awareness that Law Enforcement officers are working together across agency lines to improve driving behavior. Iowa is on track to achieve our goal.

Part 3 Section 4 - State Specific Objectives – Future

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

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

Instructions:

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

Describe any State-specific objective(s) identified for FY 2019 - 2021. Click on "Add New Activity" to enter information on each State-specific objective. This is an optional section and only required if a State has identified a specific State problem planned to be addressed with grant funding.

State Objective #1

Enter the title of your State-Identified Objective.

CMV Traffic Safety Improvement

Narrative Overview for FY 2019 - 2021

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

Iowa recognizes that there's a correlation between certain high-risk driving behaviors and other poor safety choices made by drivers. For example, drivers who engaged in texting while driving and drivers who choose not to wear seatbelts are exponentially more likely to be involved in severe crashes and sustain serious injury respectively. Iowa will focus special efforts in reducing these high-risk behaviors.

Projected Goals for FY 2019 - 2021:

Enter performance goal.

Iowa intends to work a minimum of 20 high-risk driver behavior traffic enforcement projects spread throughout FFY 2019. MVE will consider the use of innovative enforcement techniques inclusive of covert/unmarked patrol vehicles in identifying high-risk traffic violations.

Program Activities for FY 2019 - 2021: Describe the activities that will be implemented including level of effort.

Field Captains will determine the location for the projects in their respective areas and contact local law enforcement to participate when available. The 20 projects will be spread evenly across the five Captain areas. Following the completion of each project, each Captain will submit completed MCSAP check form. Each traffic enforcement project will be conducted in one day to include 3 officers dedicating 10 hours each.

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

Iowa MCSAP Manager will collect data related to enforcement projects completed and consolidate the information for PPR submittal. Iowa will also ensure that field Captains discuss the successes and areas for improvement during monthly Captain's meeting.

Quarterly data will include number of events, officer hours, contacts, inspections and violations for all participating officers.

State Objective #2

Enter the title of your State-Identified Objective.

CMV Driver Safety Survey

Narrative Overview for FY 2019 - 2021

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

Iowa's Motor Vehicle Enforcement office has fielded an increased number of internal and external complaints regarding CMV and driver safety. Complaints include matters related to improper use of personal conveyance, improper parking on the roadway, cell phone use, and other matters related to the state's MCSAP safety goals.

Projected Goals for FY 2019 - 2021:

Enter performance goal.

When MVE identifies a pattern of complaints related to FMCSR violations or an egregious act pertaining to CMV driver safety, MVE will respond, investigate and take any and all enforcement action necessary.

Program Activities for FY 2019 - 2021: Describe the activities that will be implemented including level of effort.

MVE anticipates that these activities will be limited and will respond accordingly. Based on last year's complaints MVE expects to be involved in 3-4 events a year. These events will have an inconsequential effect on MVE's ability to realize traditional MCSAP goals.

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

Monitoring of these complaints will be included in the PPR to include the nature of activity, MVE's response and the nature of the response.

Part 4 - Financial Information

Part 4 Section 1 - Overview

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

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

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

Instructions

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

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

The following definitions describe Spending Plan terminology.

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

On Screen Messages

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

- Calculation of Federal and State Shares

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

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

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

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

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

- **MOE Expenditures**

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

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

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

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

- **Financial Summary**

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

The system will confirm that:

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

ESTIMATED Fiscal Year Funding Amounts for MCSAP			
	85% Federal Share	15% State Share	Total Estimated Funding
Total	\$4,967,725.00	\$876,656.00	\$5,844,381.00

Summary of MCSAP Funding Limitations	
Allowable amount for Overtime without written justification (15% of MCSAP Award Amount):	\$876,656.00
MOE Baseline:	\$747,966.49

Part 4 Section 2 - Personnel

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

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

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

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

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

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

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

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

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

Summary of MCSAP Funding Limitations

Allowable amount for Lead MCSAP Agency Overtime without written justification (15% of MCSAP Award Amount):	\$876,656.00
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Personnel: Salary and Overtime Project Costs							
Salary Project Costs							
Position(s)	# of Staff	% of Time on MCSAP Grant	Salary	Total Project Costs (Federal + State)	Federal Share	State Share	MOE
Lieutenant	2	25.0000	\$79,144.00	\$39,572.00	\$34,369.14	\$5,202.86	\$0.00
Special Operations Captain	1	50.0000	\$87,193.00	\$43,596.50	\$37,057.00	\$6,539.50	\$0.00
Grant Manager	1	60.0000	\$83,928.00	\$50,356.80	\$42,803.28	\$7,553.52	\$0.00
Motor Carrier Investigator	5	100.0000	\$74,089.60	\$370,448.00	\$314,881.00	\$55,567.00	\$0.00
Secretary 2	1	25.0000	\$50,315.22	\$12,578.80	\$10,692.00	\$1,886.80	\$0.00
Assistant Chief	1	15.0000	\$88,774.40	\$13,316.16	\$11,318.74	\$1,997.42	\$0.00
Chief	1	5.0000	\$133,931.20	\$6,696.56	\$5,692.07	\$1,004.49	\$0.00
Captain	5	20.0000	\$87,193.00	\$87,193.00	\$74,114.00	\$13,079.00	\$0.00
Captain-Training	1	20.0000	\$87,193.00	\$17,438.60	\$14,822.81	\$2,615.79	\$0.00
Sergeant	10	24.0000	\$71,843.20	\$172,423.68	\$145,825.73	\$26,597.95	\$0.00
HM Specialist	6	25.0000	\$71,843.20	\$107,764.80	\$91,600.08	\$16,164.72	\$0.00
Officer	53	37.5000	\$65,416.00	\$1,300,143.00	\$1,105,121.55	\$195,021.45	\$747,966.49
Sergeant-Training	1	20.0000	\$71,843.20	\$14,368.64	\$12,213.34	\$2,155.30	\$0.00
NE Captain of Special Operations	1	45.0000	\$87,193.00	\$39,236.85	\$33,351.32	\$5,885.53	\$0.00
NE Grant Manager	1	35.0000	\$83,928.00	\$29,374.80	\$24,968.58	\$4,406.22	\$0.00
Subtotal: Salary				\$2,304,508.19	\$1,958,830.64	\$345,677.55	\$747,966.49
Overtime Project Costs							
Sergeant	11	100.0000	\$523.40	\$5,757.40	\$4,893.79	\$863.61	\$0.00
Officer	65	100.0000	\$476.40	\$30,966.00	\$26,321.10	\$4,644.90	\$0.00
Subtotal: Overtime				\$36,723.40	\$31,214.89	\$5,508.51	\$0.00
TOTAL: Personnel				\$2,341,231.59	\$1,990,045.53	\$351,186.06	\$747,966.49
Accounting Method:	Cash						

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

The Iowa Department of Transportation's (DOT) Office of Motor Vehicle Enforcement (MVE) and the Iowa Department of Public Safety's (DPS) Office of Iowa State Patrol (ISP), propose MCSAP program budgets based upon a long-standing sharing agreement that divides the Motor Carrier Safety Assistance Program (MCSAP) allocation by 65 percent DOT, and 35 percent DPS. This agreement has effectively utilized available MCSAP funding and has enhanced good stewardship of the money.

MVE uses MCSAP funds to pay officer salaries, expenses, and vehicle costs associated with performing MCSAP eligible enforcement and educational efforts. State matching funds are provided for and paid through the operating budgets of the respective agencies. Maintenance of Effort (MOE) obligations are historically met by officers and staff unclaimed fringe benefit costs, which are tracked through internal reports, and may be submitted for reimbursement after reaching the obligation.

As the lead MCSAP agency, the Iowa Department of Transportation supports the MCSAP program by fully funding the \$12,556,000 annual operating budget of the Office of Motor Vehicle Enforcement. Eligible MCSAP expense are tracked through a payroll accounting system that records employee hours worked and the expenses generated on MCSAP assignments. MOE and state match obligations are met by payment of MCSAP eligible direct expenses, which are not claimed for reimbursement. MCSAP billings for state match and MOE are processed in monthly increments.

PERSONNEL

Full-time positions are based on 2,080 hours of available hours per person/per year. MCSAP reimbursements are based on actual time spent conducting the eligible activity, calculated from bi-weekly payroll time and activity records prepared by the employee. Hourly salary rates represent projected FY 2018 wages.

Personnel costs are utilized to pay salaries of employees working directly on MCSAP-related projects (i.e., conducting inspections, administrative oversight, training, etc.). Listed below is a breakdown of positions and staff involvement in achieving proposed goals and objectives:

Chief

The Chief of Motor Vehicle Enforcement oversees activities and is the Project Manager of the MCSAP Program and spends 5% of the time supervising staff, working with Assistant Chief in setting MCSAP performance goals and attending MCSAP related conferences.

Assistant Chief

The Assistant Chief supervises activities of the project and spends 15% of the time implementing this project, supervising staff and conducting activities to meet the objectives of this project. Activities include: supervising daily operation of staff, through subordinate Captains, for approximately 96 peace officers deployed statewide; setting MCSAP performance goals; working with Captains to chart progress of Officers and Sergeants toward those goals; managing the delivery/operation of federal and state law enforcement programs with a primary focus on commercial vehicles and drivers; resolving problems with high-profile external customers ranging from trucking company owners/safety directors to FMCSA personnel and state representatives and senators; reviewing activity reports for safety belt compliance submitted by field Captains.

Captain of Special Operations and New Entrant Program

The Captain of Special Operations oversees activities of the project and spends 95% of the time implementing this project supervising staff and conducting activities to meet the objectives of this project. MCSAP activities(50%) include: supervising daily operation of Special Operation Unit consisting of Hazardous Material Specialists and Motor Carrier Investigators located throughout the state. The MCIs are aligned with the New Entrant Program. The Captain's activities(45%) related to NE include: assigned NE caseloads, review and monitoring daily activity/inspection/audit reports, conducting on-site visits with MCI staff, and setting up yearly NE training/updates.

Captain

The Captain oversees activities of the project and spends 20% of the time implementing this project, supervising sergeants and officers and conducting activities to meet the objectives of this project. Activities include: supervising and reviewing daily reports of officers and sergeants to assure uniformity and compliance with department policies and procedures; coordinating MCSAP projects throughout the state and with other law enforcement agencies; inspects and weighs vehicles and drivers for compliance with all state and federal laws; conducts roadside inspections to fulfill MCSAP reporting requirements.

Captain of Training

The Captain of Training develops, reviews and updates outreach material and spends 20% of the time implementing this project. Activities include: managing recruitment and recertification for officers; overseeing Field Training Program for new officers; schedule, coordinate and present outreach training with industry; provide guidance to officers and other trainers in issues related to commercial vehicle safety; conducts roadside inspections to fulfill MCSAP reporting requirements.

Lieutenant

The Lieutenant maintains TraCS software and database for downloading inspections to SAFETYNET and spends 25% of the time implementing this project. Activities include: maintaining SAFETYNET database and conducting roadside inspections to fulfill MCSAP reporting requirements.

Sergeant

The Sergeant assists supervisor with instructing and scheduling Officers and spends 24% of the time implementing this project. Activities include: checking commercial motor vehicles for carrier and driver compliance; conducting inspection surveillance; working on special checks throughout the state; conducting roadside inspections to fulfill MCSAP reporting requirements.

Sergeant of Training

The Sergeant of Training develops, review and updates outreach material and spends 20% of the time implementing this project. Activities include: schedule, coordinate and present outreach training with industry; provide guidance, updates and training to officers and other trainers in issues related to commercial vehicle safety; updates websites, printed and presented materials; conducts roadside inspections to fulfill MCSAP reporting requirements.

Hazardous Material Specialist

The Hazardous Materials Specialist is accountable for the highly specialized responsibilities of inspecting hazardous materials loads for compliance with federal and state laws and spends 25% of the time implementing this project. Other activities include: escorting spent nuclear fuel through Iowa; working with and training other MVE Officers in HM inspections; providing detailed training to

members of the HM industry to provide a high level of voluntary compliance; conducts roadside inspections to fulfill MCSAP reporting requirements.

Officers

The Officer inspects commercial motor vehicles for compliance, observes drivers for impairment and places unsafe drivers out of service and spends 37.5% of the time implementing this project. Activities include: conducting roadside inspections to fulfill MCSAP reporting requirements.

MCSAP and New Entrant Manager

The MCSAP Manager is responsible for development of annual Commercial Vehicle Safety Plan and spends 95% of the time implementing this project. MCSAP activities(60%) include: Monitor inspection projection trends; prepare and submit quarterly MCSAP program performance reports to FMCSA; submit monthly billing to Office of Finance for reimbursement, audit subrecipient activity and billings. The MCSAP Manager is also responsible for tracking the New Entrant Program (35%) to include tracking the number of SAs and non-audit resolutions on a monthly basis, preparing and submitting performance quarterly report to FMCSA and submitting monthly billing.

Secretary 2

The Secretary 2 is responsible for providing clerical support to Motor Vehicle Enforcement staff and spends 25% of the time implementing this project. Activities include: producing monthly and year-to-date officer reports; working with TraCS dashboard; ordering uniforms and supplies.

Motor Carrier Investigators

Motor Carrier Investigators are uniformed sworn peace officers who are located across the state and reside within their assigned areas of service. They spend 100% of their time conducting CRs and SAs on interstate motor carriers, CRs, providing educational training and maintaining CVSA Level I, General Hazardous Material, and Cargo Tank Inspection certifications.

Overtime

MVE Officers and Sergeants will be working special projects on overtime. Chart above reflects #of hours per Officer and Sergeant per year times the average salary rate for the personnel classification at 1.5 the rate of hourly pay. Overtime use will be concentrated on MCSAP activity and total hour usage may fluctuate in accordance with planned activities. Only actual costs will be billed to the MCSAP project. Officers average rate of overtime pay is \$47.64 / hour at 10 hours / year with 65 officers equals \$30,966. Sergeants average rate of overtime pay is \$52.34 / hour at 10 hours / year with 11 Sergeants equals \$5,757.40. Overtime Project Costs table is based at MVE being full staff and to have a placeholder in the event hiring goals are met.

Part 4 Section 3 - Fringe Benefits

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

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

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

The cost of fringe benefits are allowable if:

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

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

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

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

*The **Fringe Benefit Rate** is:*

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

*The **Base Amount** is:*

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

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

Fringe Benefits Project Costs							
Position(s)	Fringe Benefit Rate	% of Time on MCSAP Grant	Base Amount	Total Project Costs (Federal + State)	Federal Share	State Share	MOE
NEW Entrant Fringe	45.9100	100.0000	\$439,060.00	\$201,572.44	\$171,336.57	\$30,235.87	\$0.00
Traditional MCSAP	45.9100	100.0000	\$1,884,836.00	\$865,328.20	\$735,528.97	\$129,799.23	\$0.00
TOTAL: Fringe Benefits				\$1,066,900.64	\$906,865.54	\$160,035.10	\$0.00

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

Fringe benefits are calculated with a rate approved by Office of Finance and are included on the FY 2018 Fringe Benefit Additive Rate letter attached (the State has not determined FY 2020 rate at the time of the CVSP preparation). The FY 2018 rate of 45.91 percent is being used as a placeholder pending release of the FY 2020 Fringe Rate. Such rate includes FICA, IPERS, Deferred Compensation plans, and the employer's portion of Health and Life insurance. Only actual costs will be billed.

Base amount is calculated by multiplying total cost of each employee by .4591.

Current budget and billing plans for MC Investigator staff and using actual costs for remaining MVE Staff to meet MOE requirements. MVE may submit billing for other MCSAP staff, if the budget allows, after the MOE requirement is realized.

Part 4 Section 4 - Travel

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

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

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

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

Travel Project Costs							
Purpose	# of Staff	# of Days	% of Time on MCSAP Grant	Total Project Costs (Federal + State)	Federal Share	State Share	MOE
NE-Training Travel	5	10	100.0000	\$5,350.00	\$4,548.00	\$802.00	\$0.00
NE-Routine-Related Travel	5	25	100.0000	\$13,375.00	\$11,369.00	\$2,006.00	\$0.00
Routine MCSAP-Related Travel	65	10	100.0000	\$68,250.00	\$58,013.00	\$10,237.00	\$0.00
CVSA Annual Conference	5	6	100.0000	\$11,750.00	\$9,988.00	\$1,762.00	\$0.00
CVSA Workshop	1	7	100.0000	\$2,705.00	\$2,299.00	\$406.00	\$0.00
FMCSA Grant Workshop	1	5	100.0000	\$1,050.00	\$893.00	\$157.00	\$0.00
COHMED Conference/DataQ Workshop	2	6	100.0000	\$4,600.00	\$3,910.00	\$690.00	\$0.00
NAIC/Data Quality Training	3	5	100.0000	\$5,100.00	\$4,335.00	\$765.00	\$0.00
NAS A&B Training	12	10	100.0000	\$11,160.00	\$9,486.00	\$1,674.00	\$0.00
GHM Training	10	5	100.0000	\$5,350.00	\$4,547.50	\$802.50	\$0.00
CTI Training	1	5	100.0000	\$535.00	\$455.00	\$80.00	\$0.00
PVI Training	1	3	100.0000	\$321.00	\$273.00	\$48.00	\$0.00
FTO Certification	5	5	100.0000	\$2,325.00	\$1,976.00	\$349.00	\$0.00
DIAP/MCTC Training	5	3	100.0000	\$1,255.00	\$1,067.00	\$188.00	\$0.00
Other Bulk Packaging Training	3	5	100.0000	\$3,900.00	\$3,315.00	\$585.00	\$0.00
FMCSA Cargo Tank Seminar	2	2	100.0000	\$428.00	\$364.00	\$64.00	\$0.00
CR Training Course	1	14	100.0000	\$3,300.00	\$2,805.00	\$495.00	\$0.00
TOTAL: Travel				\$140,754.00	\$119,643.50	\$21,110.50	\$0.00

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

Travel cost represents necessary travel funds for law enforcement officers to provide adequate coverage within the state. Travel is necessary to patrol, conduct high crash corridor checks within the state, conduct roadside inspections and other enforcement projects and attend CVSA and other training workshops. Reimbursement is based upon the current State-approved rate/GSA estimates. Actual costs will be billed.

Routine MCSAP-Related Travel:

In-state MCSAP project travel, to include Passenger Vehicle Inspection Checks for certified PVI Officers, for 65 officers with a \$37/day meal allowance, or \$24,050 and \$68/day hotel accommodation, or \$44,250 for a total of \$68,250.

Conference Travel:

CVSA Annual Conference in Wilmington, DE for 5 officers with an average cost per officer of \$450 airfare, or

\$2,250; \$50/day meal allowance, or \$1,500; \$200/day hotel accommodation, or \$5,000 and event registration at \$600, or \$3,000 for a total of \$11,750.

CVSA Workshop in San Antonio, TX for 1 officers with an average cost per officer of \$450 airfare; \$65/day meal allowance, or \$455; \$200/day hotel accommodation, or \$1,200 and event registration of \$600 each, for a total of \$2,705.

FMCSA Grant Workshop (location to be determined) for 1 officers with an average cost per officer of \$50/day meal allowance, or \$250 and \$200/day hotel accommodation, or \$800 for a total of \$1,050.

COHMED Conference in Kentucky for 2 officers with an average cost per officer of \$400 airfare, or \$800; \$50/day meal allowance, or \$600 and \$200/day hotel accommodation, or \$2,000 and event registration of \$600 each, or \$1,200 for a total of \$4,600.

North American Inspector's Competition in Indianapolis, IN for 1 officer with an average cost of \$450 airfare; \$50/day meal allowance, or \$250 and \$200/day hotel accommodation, or \$1,000 for a total of \$1,700. To be held in conjunction with CVSA Data Management, Quality and FMCSA Systems Workshop for 2 attendees with an average cost per attendee of \$450 airfare; \$50/day meal allowance, or \$250 and \$200/day hotel accommodation, or \$1,000 for a total of \$1,700 per attendee, for a total of \$3,400. Total cost for line \$5,100.

Training Travel:

NAS A&B training for 12 officers with a \$37/day meal allowance, or \$4,440 and \$70/day hotel accommodation, or \$6,720 for a total of \$11,160.

GHM training for 10 officers with a \$37/day meal allowance, or \$1,850 and \$70/day hotel accommodation, or \$3,500 for a total of \$5,350.

CTI Training for 1 officers with a \$37/day meal allowance, or \$185 and \$70/day hotel accommodation, or \$350 for a total of \$535.

PVI Training for 1 officers with a \$37/day meal allowance, or \$111 and \$70/day hotel accommodation, or \$210 for a total of \$321.

FTO Certification Training for 5 officers with a \$37/day meal allowance, or \$925 and \$70/day hotel accommodation, or \$1,400 for a total of \$2,325.

DIAP/MCTC Training for 5 officers with a \$37/day meal allowance, or \$555 and \$70/day hotel accommodation, or \$700 for a total of \$1,255.

Other Bulk Packaging Training Course in Salina, Kansas for 3 HM Specialists at \$50/day meal allowance, or \$900 and \$200/day hotel accommodation, or \$3,000 for a total of \$3,900.

FMCSA Cargo Tank Seminar for 2 officers with a \$37/day meal allowance or \$148 and \$70/day hotel accommodation, or \$280 for a total of \$428.

New Entrant/Compliance Review Travel:

Training Travel—Motor Carrier Investigators are required to attend quarterly training and maintain CVSA Level I, General Hazardous Material, and Cargo Tank Inspection certifications by conducting appropriate numbers of roadside inspections. Reimbursement is based upon the current state per diem rate and rules. Training for 5 Motor Carrier Investigators with a \$37/day meal allowance, or \$1,850 and \$70/day hotel accommodation, or \$3,500 for a total of \$5,350.

Routine-Related Travel—Motor Carrier Investigators are assigned to conduct SAs on interstate motor carriers, attend team meetings, etc. They are located across the state and reside within their assigned areas of service. Travel for 5 Motor Carrier Investigators with a \$37/day meal allowance, or \$4,625 and \$70/day hotel accommodation, or \$8,750 for a total of \$13,375.

CR Training Course - Iowa DOT has identified the need to send a MC Investigator to be cross trained in performing compliance reviews. Travel costs are based on known prior expenditures for this 80-hour course, which is spread across 14 days. Travel for 1 MC Investigator with a \$50/day meal allowance, or \$700 and \$200/night hotel accommodations or \$2,600 for a total of \$3,300.

Part 4 Section 5 - Equipment

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

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

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

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

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

Equipment Project Costs							
Item Name	# of Items	Full Cost per Item	% of Time on MCSAP Grant	Total Project Costs (Federal + State)	Federal Share	State Share	MOE
Lidar unit with FTC and video	1	\$5,100.00	100	\$5,100.00	\$4,335.00	\$765.00	\$0.00
TOTAL: Equipment				\$5,100.00	\$4,335.00	\$765.00	\$0.00
Equipment threshold is greater than \$5,000.							

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

MVE is focused on reducing CMV crash fatalities and has adopted Iowa's Zero Fatalities initiative. Two leading contributors to CMV crashes is Following Too Close and speeding. This Lidar unit has the capability to record an event where an officer can measure the distance from a vehicle to a CMV to determine the length of separation between the two vehicles. The unit can also measure the speed of a vehicle traveling on the interstate system. The Lidar unit will be used by MVE Officers dedicated to the MCSAP project.

The Lidar unit was priced using Law Enforcement equipment provider websites and will have to be vetted through the state's purchasing procedures.

Part 4 Section 6 - Supplies

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

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

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

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

Supplies Project Costs							
Item Name	# of Units/ Unit of Measurement	Cost per Unit	% of Time on MCSAP Grant	Total Project Costs (Federal + State)	Federal Share	State Share	MOE
NE-Supplies	1 Annual	\$3,000.00	100.0000	\$3,000.00	\$2,550.00	\$450.00	\$0.00
Office Supplies	1 Annual	\$3,000.00	80.0000	\$2,400.00	\$2,040.00	\$360.00	\$0.00
NE-Uniform	5 1 uniform	\$300.00	100.0000	\$1,500.00	\$1,275.00	\$225.00	\$0.00
Uniform	70 1 uniform	\$300.00	80.0000	\$16,800.00	\$14,280.00	\$2,520.00	\$0.00
MCSAP Inspection Supplies	1 Annual	\$750.52	100.0000	\$750.52	\$637.94	\$112.58	\$0.00
TOTAL: Supplies				\$24,450.52	\$20,782.94	\$3,667.58	\$0.00

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

NE-Supplies include paper, pens, in-car printer paper, travel printer ink and paper, software and other miscellaneous items used by investigators to perform and support NE related expenses. Supply costs are based on known past expenditures, actual costs will be billed.

Office Supplies include paper, pens, in-car printer paper, software and other miscellaneous items used by officers to perform and support traditional MCSAP related expenses. Supply costs are based on known past expenditures. 80% PARS rate is a placeholder based on past expenditures. Only actual costs will be billed.

NE-Uniform MC Investigators wear the standard uniform as part of their job duties, performing MCSAP inspections, audits and attending MCSAP training. One uniform includes a pair of pants, a shirt, belt and leather boots. Cost listed is a placeholder based on established contractual costs with an Iowa DOT vendor with actual costs being billed against the grant.

Uniform MVE sworn staff wear the standard uniform when conducting MCSAP inspections and attending MCSAP training. The uniform price listed here includes a shirt, pant, belt and leather boots. Cost listed is a placeholder based on established contractual costs with an Iowa DOT vendor with actual costs being billed against the grant at the 80% PARS rate.

MCSAP inspection supplies include those tools and items necessary to inspect commercial motor vehicles to include creepers, chocks, soap sticks, bump hats, and gloves. Billing is at 100% due to supplies being in direct support of MCSAP activities.

Part 4 Section 7 - Contractual and Subaward

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

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

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

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

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

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

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

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

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

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

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

Contractual and Subaward Project Costs							
Legal Name	DUNS/EIN Number	Instrument Type	% of Time on MCSAP Grant	Total Project Costs (Federal + State)	Federal Share	State Share	MOE
Department of Public Safety-Iowa State Patrol	DUNS 808349021	Subrecipient	100.0000	\$1,797,999.00	\$1,528,299.00	\$269,700.00	\$0.00
Description of Services: Roadside Inspections							
TOTAL: Contractual and Subaward				\$1,797,999.00	\$1,528,299.00	\$269,700.00	\$0.00

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

Per directive from the Governor's Office, 35 percent of the MCSAP formula funding is provided to the Iowa Department of Public Safety, Iowa State Patrol, to execute roadside inspection activities. Iowa State Patrol will participate in coordinated National Emphasis activities with MVE, to include Operation Safe Driver and Road Check.

ISP will file a complete budget, project spending plan with MVE. A quarterly progress performance report will be filed with MVE to monitor performance, data quality and participation with MCSAP activities.

As the lead agency, MVE will have a complete budget, project spending plan and quarterly progress performance reports on file.

Part 4 Section 8 - Other Costs

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

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

Enter a description of each requested Other Cost.

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

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

Indirect Costs

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

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

Your State will not claim reimbursement for Indirect Costs.

Other Costs Project Costs							
Item Name	# of Units/ Unit of Measurement	Cost per Unit	% of Time on MCSAP Grant	Total Project Costs (Federal + State)	Federal Share	State Share	MOE
NE-Vehicle Fleet Cost	114521 Yearly	\$0.35	100.0000	\$40,082.35	\$34,070.00	\$6,012.35	\$0.00
HazMat 49 CFR	100 Yearly	\$17.00	100.0000	\$1,700.00	\$1,445.00	\$255.00	\$0.00
FMCSR	130 Yearly	\$8.00	100.0000	\$1,040.00	\$884.00	\$156.00	\$0.00
CVSA OOS Criteria	135 Yearly	\$25.00	100.0000	\$3,375.00	\$2,868.75	\$506.25	\$0.00
CVSA Membership Dues	1 Yearly	\$12,900.00	100.0000	\$12,900.00	\$10,965.00	\$1,935.00	\$0.00
CVSA Decals	1200 Yearly	\$3.84	100.0000	\$4,608.00	\$3,916.80	\$691.20	\$0.00
Laptop Air Cards	87 Yearly	\$492.00	100.0000	\$42,804.00	\$36,383.40	\$6,420.60	\$0.00
Vehicle Fleet Cost	1032674 Yearly	\$0.35	100.0000	\$361,435.90	\$307,220.52	\$54,215.38	\$0.00
TOTAL: Other Costs				\$467,945.25	\$397,753.47	\$70,191.78	\$0.00

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

HazMat 49 CFR books are updated yearly and utilized by all officers and MVE staff for a total cost of \$1,700 (100 @ 17 ea.).

FMCSR books are updated yearly and utilized by all officers, MVE staff and ISP troopers for a total cost of \$1,040 (130 @ 8 ea.).

CVSA OOS Criteria books are updated yearly and utilized by all officers and ISP troopers for a total cost of \$3,375 (135 @ \$25 ea.).

CVSA Membership Dues are paid yearly for a total cost of \$12,900.

CVSA Decals are ordered and assigned to each officers for use while performing inspections. Decals are ordered based on the average usage per quarter, which totals 1,200 per year at a cost of \$4,608.

Laptop air cards are used to conduct PRISM checks, which total \$492/year for each officer, or total cost of \$48,216. While there may be some incidental non-MCSAP usage of these devices, the service would not exist aside from the need to utilize it for its primary function, which is performing these PRISM checks. Because the State would otherwise not have these services at all, and the services are so heavily dedicated towards MCSAP usage with only inconsequential non-MCSAP usage, which cannot be reasonably measured or prorated, MVE does not propose to pro-rate these costs comensurate with PARs and will instead bill 100% of actual costs to the grant.

Vehicle fleet costs are generated from the purchase of fuel for each officer's vehicle, other expenses (e.g., parts for repair to vehicles, fluids, windshield wipers, etc), and labor expenses. These expenses are added together and divided by mileage recorded on each officer's time sheet. Iowa DOT vehicle costs rate as of July 2018 for E85 Enforcement Vehicles is figured at per mile rate of 0.35. Costs shown are related to MCSAP activity.

Part 4 Section 9 - Comprehensive Spending Plan

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

ESTIMATED Fiscal Year Funding Amounts for MCSAP

	85% Federal Share	15% State Share	Total Estimated Funding
Total	\$4,967,725.00	\$876,656.00	\$5,844,381.00

Summary of MCSAP Funding Limitations

Allowable amount for Overtime without written justification (15% of Basic Award Amount):	\$876,656.00
MOE Baseline:	\$747,966.49

Estimated Expenditures
Personnel

	Federal Share	State Share	Total Project Costs (Federal + Share)	MOE
Lieutenant	\$34,369.14	\$5,202.86	\$39,572.00	\$0.00
Special Operations Captain	\$37,057.00	\$6,539.50	\$43,596.50	\$0.00
Grant Manager	\$42,803.28	\$7,553.52	\$50,356.80	\$0.00
Motor Carrier Investigator	\$314,881.00	\$55,567.00	\$370,448.00	\$0.00
Secretary 2	\$10,692.00	\$1,886.80	\$12,578.80	\$0.00
Assistant Chief	\$11,318.74	\$1,997.42	\$13,316.16	\$0.00
Chief	\$5,692.07	\$1,004.49	\$6,696.56	\$0.00
Captain	\$74,114.00	\$13,079.00	\$87,193.00	\$0.00
Captain-Training	\$14,822.81	\$2,615.79	\$17,438.60	\$0.00
Sergeant	\$145,825.73	\$26,597.95	\$172,423.68	\$0.00
HM Specialist	\$91,600.08	\$16,164.72	\$107,764.80	\$0.00
Officer	\$1,105,121.55	\$195,021.45	\$1,300,143.00	\$747,966.49
Sergeant-Training	\$12,213.34	\$2,155.30	\$14,368.64	\$0.00
NE Captain of Special Operations	\$33,351.32	\$5,885.53	\$39,236.85	\$0.00
NE Grant Manager	\$24,968.58	\$4,406.22	\$29,374.80	\$0.00
Salary Subtotal	\$1,958,830.64	\$345,677.55	\$2,304,508.19	\$747,966.49
Sergeant	\$4,893.79	\$863.61	\$5,757.40	\$0.00
Officer	\$26,321.10	\$4,644.90	\$30,966.00	\$0.00
Overtime subtotal	\$31,214.89	\$5,508.51	\$36,723.40	\$0.00
Personnel total	\$1,990,045.53	\$351,186.06	\$2,341,231.59	\$747,966.49

Fringe Benefits

	Federal Share	State Share	Total Project Costs (Federal + State)	MOE
NEW Entrant Fringe	\$171,336.57	\$30,235.87	\$201,572.44	\$0.00
Traditional MCSAP	\$735,528.97	\$129,799.23	\$865,328.20	\$0.00
Fringe Benefits total	\$906,865.54	\$160,035.10	\$1,066,900.64	\$0.00

Travel				
	Federal Share	State Share	Total Project Costs (Federal + State)	MOE
NE-Training Travel	\$4,548.00	\$802.00	\$5,350.00	\$0.00
NE-Routine-Related Travel	\$11,369.00	\$2,006.00	\$13,375.00	\$0.00
Routine MCSAP-Related Travel	\$58,013.00	\$10,237.00	\$68,250.00	\$0.00
CVSA Annual Conference	\$9,988.00	\$1,762.00	\$11,750.00	\$0.00
CVSA Workshop	\$2,299.00	\$406.00	\$2,705.00	\$0.00
FMCSA Grant Workshop	\$893.00	\$157.00	\$1,050.00	\$0.00
COHMED Conference/DataQ Workshop	\$3,910.00	\$690.00	\$4,600.00	\$0.00
NAIC/Data Quality Training	\$4,335.00	\$765.00	\$5,100.00	\$0.00
NAS A&B Training	\$9,486.00	\$1,674.00	\$11,160.00	\$0.00
GHM Training	\$4,547.50	\$802.50	\$5,350.00	\$0.00
CTI Training	\$455.00	\$80.00	\$535.00	\$0.00
PVI Training	\$273.00	\$48.00	\$321.00	\$0.00
FTO Certification	\$1,976.00	\$349.00	\$2,325.00	\$0.00
DIAP/MCTC Training	\$1,067.00	\$188.00	\$1,255.00	\$0.00
Other Bulk Packaging Training	\$3,315.00	\$585.00	\$3,900.00	\$0.00
FMCSA Cargo Tank Seminar	\$364.00	\$64.00	\$428.00	\$0.00
CR Training Course	\$2,805.00	\$495.00	\$3,300.00	\$0.00
Travel total	\$119,643.50	\$21,110.50	\$140,754.00	\$0.00

Equipment				
	Federal Share	State Share	Total Project Costs (Federal + State)	MOE
Lidar unit with FTC and video	\$4,335.00	\$765.00	\$5,100.00	\$0.00
Equipment total	\$4,335.00	\$765.00	\$5,100.00	\$0.00

Supplies				
	Federal Share	State Share	Total Project Costs (Federal + State)	MOE
NE-Supplies	\$2,550.00	\$450.00	\$3,000.00	\$0.00
Office Supplies	\$2,040.00	\$360.00	\$2,400.00	\$0.00
NE-Uniform	\$1,275.00	\$225.00	\$1,500.00	\$0.00
Uniform	\$14,280.00	\$2,520.00	\$16,800.00	\$0.00
MCSAP Inspection Supplies	\$637.94	\$112.58	\$750.52	\$0.00
Supplies total	\$20,782.94	\$3,667.58	\$24,450.52	\$0.00

Contractual and Subaward				
	Federal Share	State Share	Total Project Costs (Federal + State)	MOE
Department of Public Safety-Iowa State Patrol	\$1,528,299.00	\$269,700.00	\$1,797,999.00	\$0.00
Contractual and Subaward total	\$1,528,299.00	\$269,700.00	\$1,797,999.00	\$0.00

Other Costs				
	Federal Share	State Share	Total Project Costs (Federal + State)	MOE
NE-Vehicle Fleet Cost	\$34,070.00	\$6,012.35	\$40,082.35	\$0.00
HazMat 49 CFR	\$1,445.00	\$255.00	\$1,700.00	\$0.00
FMCSR	\$884.00	\$156.00	\$1,040.00	\$0.00
CVSA OOS Criteria	\$2,868.75	\$506.25	\$3,375.00	\$0.00
CVSA Membership Dues	\$10,965.00	\$1,935.00	\$12,900.00	\$0.00
CVSA Decals	\$3,916.80	\$691.20	\$4,608.00	\$0.00
Laptop Air Cards	\$36,383.40	\$6,420.60	\$42,804.00	\$0.00
Vehicle Fleet Cost	\$307,220.52	\$54,215.38	\$361,435.90	\$0.00
Other Costs total	\$397,753.47	\$70,191.78	\$467,945.25	\$0.00

Total Costs				
	Federal Share	State Share	Total Project Costs (Federal + State)	MOE
Subtotal for Direct Costs	\$4,967,724.98	\$876,656.02	\$5,844,381.00	\$747,966.49
Total Costs Budgeted	\$4,967,724.98	\$876,656.02	\$5,844,381.00	\$747,966.49

Part 4 Section 10 - Financial Summary

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

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

ESTIMATED Fiscal Year Funding Amounts for MCSAP			
	85% Federal Share	15% State Share	Total Estimated Funding
Total	\$4,967,725.00	\$876,656.00	\$5,844,381.00

Summary of MCSAP Funding Limitations	
Allowable amount for Overtime without written justification (15% of Basic Award Amount):	\$876,656.00
MOE Baseline:	\$747,966.49

Estimated Expenditures				
	Federal Share	State Share	Total Project Costs (Federal + State)	Planned MOE Costs
Salary Subtotal	\$1,958,830.64	\$345,677.55	\$2,304,508.19	\$747,966.49
Overtime Subtotal	\$31,214.89	\$5,508.51	\$36,723.40	\$0.00
Personnel Total	\$1,990,045.53	\$351,186.06	\$2,341,231.59	\$747,966.49
Fringe Benefits Total	\$906,865.54	\$160,035.10	\$1,066,900.64	\$0.00
Travel Total	\$119,643.50	\$21,110.50	\$140,754.00	\$0.00
Equipment Total	\$4,335.00	\$765.00	\$5,100.00	\$0.00
Supplies Total	\$20,782.94	\$3,667.58	\$24,450.52	\$0.00
Contractual and Subaward Total	\$1,528,299.00	\$269,700.00	\$1,797,999.00	\$0.00
Other Costs Total	\$397,753.47	\$70,191.78	\$467,945.25	\$0.00
	85% Federal Share	15% State Share	Total Project Costs (Federal + State)	Planned MOE Costs
Subtotal for Direct Costs	\$4,967,724.98	\$876,656.02	\$5,844,381.00	\$747,966.49
Indirect Costs	\$0.00	\$0.00	\$0.00	NA
Total Costs Budgeted	\$4,967,724.98	\$876,656.02	\$5,844,381.00	\$747,966.49

Part 5 - Certifications and Documents

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

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

Part 5 Section 1 - State Certification

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

1. What is the name of the person certifying the declaration for your State? Daivd J Lorenzen
2. What is this person's title? Chief
3. Who is your Governor's highway safety representative? Pat Hoyer, Department of Public Safety, GTSB
4. What is this person's title? Bureau Chief

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

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

State Certification declaration:

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

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

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

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

1. What is the name of your certifying State official? David J. Lorenzen
2. What is the title of your certifying State official? Chief
3. What are the phone # and email address of your State official? 515-237-3215 david.lorenzen@iowadot.us

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

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

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

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

MCSAP REVIEW - REGULATORY FINDINGS AND PROGRESS IA/FI-1a As written, Iowa Code section 321.449, paragraph 7, is incompatible due to a lack of clarity on applicability based on, vehicle weight, and hazardous material or passenger vehicle usages. This issue has been discussed at meetings with representatives of the trucking, construction, and agricultural industries. Amended Code language to achieve the necessary level of clarity and compatibility is still needed. IA/FI-1b Iowa Code section 321.449, paragraph 4, includes driver exceptions for intrastate farm operations, but the exception language is broader than the federal exception for "Farm Vehicle Drivers." Having been enacted in 1995, the exception is not eligible for consideration as an industry exception under the tolerance guidelines. The issue has been discussed with representatives of the agricultural industry and work on resolution of this issue will continue in 2020 along with implementation of MAP-21 amendments. Other agricultural interest still remains undefined. IA/FI-1c Iowa Code section 321.450, paragraph 3, provides an exception for minimum driver age on intrastate drivers employed by retail dealers of petroleum and fertilizer products. Incompatibility is based upon the code language lacking sufficient clarity and not clearly limiting the exception to intrastate commerce only. The issue has been presented to representatives of the petroleum and agricultural industries. Efforts to resolve this issue will continue in 2020. IA/FI-1d Iowa Code section 321.449, paragraph 4 and Iowa Administration Code 761.520-4(1) make references to each other and provide for a broad exception from Parts 391 and 395 intended for intrastate drivers employed by retail dealers of petroleum and fertilizer products. As written, the exceptions have been deemed incompatible due to lack of clarity and the possibility that they are too broad scope. These two codes and the issues have been discussed with representatives of the trucking, construction and agricultural industries. Amended Code language to achieve the necessary level of clarity and compatibility needed is being developed and will be proposed for the 2020 legislative session. IA/FI-1e Iowa Code section 321.449, paragraph 5 provides an exception intended to grandfather intrastate drivers with medical conditions precluding medical qualification that existed prior to the state adopting Part 391 rules for intrastate drivers. As written, the section lacks sufficient clarity and does not require the drivers to meet all of the requirements necessary to be an approved variance. This issue has been discussed with representatives of the trucking, construction, and agricultural industries. Amended code language to achieve the necessary level of clarity and compatibility is still needed. IA/FI-1f Iowa Code section 321.449, paragraph 1 and Iowa Administrative Code 761-520.1(2)(c) are intended to require compliance to Hours of Service rules in Part 395 by intrastate drivers of for-hire passenger carrying vehicles with a seating capacity of 7 to 8 and 9 to 15 persons. The requirement was declared incompatible during the 2008 MCSAP Review because it was more stringent than the federal rules for

vehicles this size, due to drivers of 9 to 15 capacity vehicles operating for direct compensation within a 75-mile radius being eligible for a Part 395 exception in 390.3(f)(6)(ii). Further, it was stated the Iowa Code language lacked clarity and could be interpreted to include vehicles operated in interstate commerce. On February 1, 2010, the FMCSA published a Final Rule in the Federal Register, Volume 75, No. 20, which has bearing on this find. The Final Rule removed from the FMCSR the exception in 390.3(f)(6)(ii) which allowed 9-15 passenger vehicles used for direct compensation within 75 air miles of their work reporting location to be relieved of compliance to regulations in Parts 395. The Final Rule became effective on May 3, 2010 with compliance by for-hire carriers using 9 to 15 capacity passenger vehicles required by June 1, 2010. Now in effect, the exception in 390.3(f)(6)(ii) is removed from the FMCSR and the conflict between the Iowa Hours of Service rules for 9-15 passenger for-hire vehicles and the FMCSR no longer exists. Because the FMCSR are also silent regarding rules for passenger carrying vehicles with seating capacities of less than nine persons that don't otherwise meet the definition of a commercial vehicle, the Iowa Hours of Service rules applicable to vehicles with a seating capacity of seven or eight passengers is more stringent than federal rules, not in conflict with any federal exceptions, and also compatible. IA/FI-1h Iowa Administrative Code 761.520.3(1) contains an exception from annual vehicle inspection requirements that was determined to be partially incompatible because it appears to go beyond regulatory guidance found in Part 390.5 for off-road equipment and agricultural equipment. Many vehicles subject to this exception are operated by the construction and road building industries, and include vehicles such as mobile cranes, concrete pumps and other truck-chassis mounted equipment. Agricultural equipment could potentially be interpreted to include nurse tanks. Due to the lack of clarity of this language, meetings have been held with representatives of the trucking, construction and agricultural communities.

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

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

☐ Yes ☒ No

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

☐ Yes ☒ No



U.S. Department
of Transportation

Federal Motor Carrier
Safety Administration

1200 New Jersey Avenue, SE
Washington, DC 20590

August 1, 2019

In Reply Refer To: MC-CR
FY 2020 Pre-Award IADOT

Mr. Mark Lowe, Director
Iowa Department of Transportation
800 Lincoln Way
Ames, IA 50010

Dear Mr. Lowe:

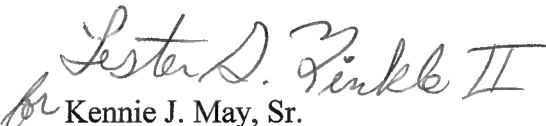
We are in receipt of the Iowa Department of Transportation's (DOT) Federal Motor Carrier Safety Administration (FMCSA) Title VI Program Compliance Plan. We have reviewed your FMCSA Title VI Program Compliance Plan and find that the Plan contains all elements stipulated in the FMCSA Title VI Program Compliance Plan Checklist. Therefore, FMCSA approves the Iowa DOT's Title VI Program Compliance Plan for Federal Fiscal Year (FY) 2020. We do request that the Iowa DOT notify FMCSA's Office of Civil Rights should it be the object of a Title VI Program compliance review conducted by another Federal agency. In this eventuality, we will coordinate with the Iowa DOT to ensure that the Title VI Program Compliance Plan is updated with the additional information.

On an annual basis, FMCSA's Office of Civil Rights will conduct compliance reviews of a representative sampling of FMCSA Grant Recipients. FMCSA has approximately 125 Recipients annually. If and/or when the Iowa DOT is chosen as one of the FMCSA Grant Recipients' Title VI Program that will be reviewed in a given year, the Office of Civil Rights will use the approved Title VI Program Compliance Plan as the basis for conducting the desk audit and will request additional documentation as deemed appropriate during the review.

In addition, a small number of Recipients who are selected for a Title VI Program compliance review will also be selected for an on-site visit which will include personnel interviews. We appreciate your future assistance in the event the Iowa DOT is chosen for a compliance review in a given year.

If at any time your Agency has Title VI Program-related questions, please do not hesitate to contact Mr. Lester Finkle, National Title VI Program Manager at (202) 366-4474 or lester.finkle@dot.gov.

Sincerely,


for Kennie J. May, Sr.
Director
Office of Civil Rights

Cc: Nikita Rainey, Civil Rights Compliance Officer, Iowa DOT
Shirley McGuire, Division Administrator, Iowa Division Office
Jeremy Dugger, State Program Specialist, Iowa Division Office



KIM REYNOLDS
GOVERNOR

OFFICE OF THE GOVERNOR

ADAM GREGG
LT GOVERNOR

DESIGNATION OF MCSAP LEAD AGENCY BY GOVERNOR

The Iowa Department of Transportation (DOT) is the agency that has administered Iowa's Motor Carrier Safety Assistance Program since 1984. The DOT enforces the Federal Motor Carrier Safety and Hazardous Materials regulations in addition to Iowa laws on fuel tax, registration and authority of motor carriers.

I designate the Iowa Department of Transportation to remain the lead agency to continue administering the enforcement plan which is being awarded as a result of the Fixing America's Surface Transportation Act (FAST ACT). The Motor Vehicle Enforcement Bureau will perform functions under this plan. This agency has the legal authority, resources and qualified personnel necessary for enforcement of Iowa's commercial motor carrier and hazardous materials safety rules and regulations.

A handwritten signature in blue ink, reading "Kim Reynolds", written over a horizontal line.

Kim Reynolds

Governor, State of Iowa

June 3, 2019



KIM REYNOLDS
GOVERNOR

OFFICE OF THE GOVERNOR

ADAM GREGG
LT GOVERNOR

June 3, 2019

Shirley McGuire
Division Administer
Federal Motor Carrier Safety Administration
105 Sixth Street
Ames, IA 50010

Dear Ms. McGuire:

In accordance with 49 CFR Section 384.305, I am writing to advise you that Mark D. Lowe, Director of the Iowa Department of Transportation, is designated as the official responsible for issuing a certification of compliance with the commercial driver's license program of the U.S. Department of Transportation, Federal Motor Carrier Safety Administration.

Please contact Mr. Lowe directly if you have any questions.

Sincerely,

A handwritten signature in blue ink, appearing to read "Kim Reynolds", is written over the printed name and title.

Kim Reynolds
Governor

cc: Mark Lowe, Director, Iowa Department of Transportation

Iowa State Patrol FFY2020 MCSAP Goals

Inspection Level	non-HM	Total Projected Goal
Level 2		500
Level 3		8,000
Total Inspections	0	8,500

Iowa State Patrol FY20 MCSAP Budget Summary

Budget Category	Total Cost	85% Federal Share	15% State Share	
Personnel	\$1,029,528.93	\$875,099.59	\$154,429.34	
Fringe Benefits	\$533,094.02	\$453,129.91	\$79,964.10	
Travel	\$56,406.00	\$47,945.10	\$8,460.90	
Equipment	\$6,390.00	\$5,431.50	\$958.50	
Supplies	\$38,900.63	\$33,065.54	\$5,835.09	
Other Costs	\$159,913.56	\$135,926.52	\$23,987.03	Total Award
TOTAL MCSAP Grant Costs:	\$1,824,233.13	\$1,550,598.16	\$273,634.97	\$1,824,233.13

Personnel: Salary and Overtime Project Costs

Salary Project Costs						
Position	# of Staff	% of Time on MCSAP Grant	Salary	TOTAL Project Costs	Federal Share	State Share
Captain	1	5%	\$53.70	\$5,584.80	\$4,747.08	\$865.64
Lieutenant	1	20%	\$50.32	\$20,933.12	\$17,793.15	\$3,244.63
Sergeant	1	59%	\$46.57	\$57,150.70	\$48,578.10	\$8,858.36
Trooper (full-time)	14	59%	\$40.01	\$687,403.81	\$584,293.24	\$106,547.59
Trooper (part-time)	29	5%	\$38.64	\$116,538.24	\$99,057.50	\$18,063.43
Administrative Assistant	1	20%	\$25.61	\$10,653.76	\$9,055.70	\$1,651.33
Budget Analyst III	1	7%	\$36.16	\$5,264.90	\$4,475.16	\$816.06
Subtotal: Salary				\$903,529.33	\$767,999.93	\$140,047.05
Overtime Project Costs						
Trooper Overtime	43	100%	\$58.55	\$125,999.60	\$107,099.66	\$19,529.94
TOTAL: Personnel				\$1,029,528.93	\$875,099.59	\$159,576.98

Budget Narrative

PERSONNEL

Full-time positions are based on 2,080 hours of available hours per person/per year. MCSAP reimbursements are based on actual time spent conducting MCSAP eligible activities, calculated from bi-weekly payroll time and activity records prepared by the employee. Hourly salary rates represent Projected State

FY 2019 wages. Personnel costs are utilized to pay salaries of employees working directly on MCSAP-related projects (i.e. conducting inspections, administrative oversight, training etc.).

Listed below is a breakdown of Positions and staff involvement in achieving proposed goals and objectives:

Captain- The

Captain oversees activities of the project and spends 5% of his/her time supervising the Lieutenant, Sergeant and Troopers and conducting activities to meet the objectives of the project. Activities include: supervising daily operation of projects and staff, providing staff training/technical assistance, education and outreach.

Lieutenant- The Lieutenant

oversees activities of the project and spends 20% of his/her time supervising the Sergeant and Troopers and conducting activities to meet the objectives of the project. Activities include: supervising daily operation of projects and staff, grant writing and compliance, providing staff training/technical assistance, coordinating staff work schedules and assignments, ensuring data entry, tracking and following-up on procedures to meet quality assurance, tracking policies to ensure compliance, evaluate requests for data review, conduct roadside inspections to fulfill MCSAP reporting requirements, attending training, education and outreach.

Sergeant- The Sergeant oversees activities of the project and spends 59% of his/her time supervising Troopers and conducting activities to meet the objectives of the project. Activities include: supervising daily operation of projects and staff, grant writing and compliance, providing staff training/technical assistance, coordinating staff work schedules and assignments, ensuring data entry, tracking and following-up on procedures to meet quality assurance, tracking policies to ensure compliance, evaluate requests for data review, conduct roadside inspections to fulfill MCSAP reporting requirements, attending training , education and outreach.

Trooper

(full-time)- There are currently 14 Troopers who spend 59% of their time conducting roadside inspections to fulfill MCSAP reporting requirements, observing impaired drivers, evaluating OOS violations and participating in Grant related projects. Activities include: conducting roadside inspections, evaluating and processing impaired drivers, attending training, evaluating requests for data review, education and outreach.

Trooper (part-time)- There are currently 29 Troopers who spend 5% of their time conducting roadside inspections to fulfill MCSAP reporting requirements, observing impaired drivers, evaluating OOS violations and participating in Grant related projects. Activities include: conducting roadside inspections, evaluating and processing impaired drivers, and attending training.

Admin Assistant- Secretary 2 is responsible for clerical support to ISP MCSAP staff and spends 20% of the time implementing this project. Activities include: payroll records, producing bi-weekly reports, answering phones, assist with court proceeding preparation, ordering supplies and other administrative functions.

Budget Analyst III- Spends 7% of his/her time maintaining financial records. Activities include: analyzing and reviewing accounts payable, submitting billing to Lead Agency for reimbursement and monitoring Project expenditures.

Overtime-ISP will conduct high crash corridor Driver/Vehicle Inspection projects and Traffic Enforcement activities within the ten targeted counties. The project will be conducted during one workday. A total of 2,152 hours will be dedicated to the overtime projects. Shift extension of four hours or eight hour shifts in duration will be used, and will be staffed by MCSAP certified Troopers. Cost for each overtime hour is based on state labor practices computed at 1.5 times the average Trooper's salary ($1.5 \times \$39.03$) = \$58.55.

Fringe Benefits Project Costs

Position	Number of Staff	% of Time on MCSAP Grant	Fringe Benefit Rate	TOTAL Project Costs	Federal Share	State Share
Captain	1	5%	\$30.76	\$3,199.04	\$2,719.18	\$479.86
Lieutenant	1	20%	\$29.52	\$12,280.32	\$10,438.27	\$1,842.05
Sergeant	1	59%	\$28.04	\$34,410.69	\$29,249.08	\$5,161.60
Trooper (full-time)	14	59%	\$23.61	\$405,638.69	\$344,792.88	\$60,845.80
Trooper (part-time)	29	5%	\$23.09	\$69,639.44	\$59,193.52	\$10,445.92
Administrative Assistant	1	20%	\$13.47	\$5,603.52	\$4,762.99	\$840.53
Budget Analyst II	1	7%	\$15.95	\$2,322.32	\$1,973.97	\$348.35
Total: Fringe Benefits				\$533,094.02	\$453,129.91	\$79,964.10

Budget Narrative

The personnel fringe benefits are derived from 2,080 available hours and the amount of time spent performing MCSAP eligible activities. Personnel Fringe benefits include costs for the employer's share of FICA, POR, Health insurance, Dental insurance, Life insurance, Accidental Disability, dry cleaning, longevity and Deferred Compensation benefits.

ISP Crash Corridor Inspection Hours

County	Q1	County	Q2	County	Q3	County	Q4
TOTAL	0		0		0		0

Project Narrative

Based on calendar year 2017 fatality crash reports submitted to MCMIS, there have been 2,068 crashes involving commercial motor vehicles statewide

resulting in 74 fatalities and 822 injuries. Based on calendar year 2018 fatality crash reports submitted to MCMIS, there have been 2,318 crashes involving

commercial motor vehicles statewide resulting in 57 fatalities and 893 injuries. (MCMIS Data snapshot as of 04/26/2019, including crashes through 12/31/2018.)

Iowa DOT, in conjunction with the Iowa State Patrol, have analyzed crash data to determine where the greatest concentration of injuries and fatal crashes have occurred. In addition, consideration was also given to areas in which increases in the number of crashes have spiked. MVE and ISP will meet on a quarterly basis to analyze the most recent crash statistics available in order to conduct enforcement activities in those targeted areas. The target areas will be based on the top ten geographic areas that this data points to. Historically, there's an indication that these areas may include the following counties: Black Hawk, Cerro Gordo, Pottawattamie, Scott, Story, Warren and Woodbury.

Targeted Counties may change quarterly depending where safety data suggests MVE/ISP will have the greatest impact. A summary of quarterly efforts will be provided in PPRs submitted to FMCSA. Iowa currently receives 55 percent of the crash reports electronically with a 12-day average on timeliness. This timely access to crash data allows the state to monitor and react more responsively to problematic issues and areas.

ISP will conduct high crash corridor Driver/Vehicle Inspection projects and Traffic Enforcement activities within the ten targeted counties. The project will be conducted during one workday. Shift extension of four hours or eight hour shifts in duration will be used, and will be staffed by MCSAP certified Troopers.

ISP Overtime Inspections

	Q1	Q2	Q3	Q4	FY19 TOTAL	Projected Total
Overtime Hours					0	2,152
CMV Inspections					0	1,614

Citations					0	
Warnings					0	
Driver OOS					0	
Vehicle OOS					0	

Project Narrative

Based on calendar year 2017 fatality crash reports submitted to MCMIS, there have been 2,068 crashes involving commercial motor vehicles statewide resulting in 74 fatalities and 822 injuries. Based on calendar year 2018 fatality crash reports submitted to MCMIS, there have been 2,318 crashes involving commercial motor vehicles statewide resulting in 57 fatalities and 893 injuries. (MCMIS Data snapshot as of 04/26/2019, including crashes through 12/31/2018.)

Iowa DOT, in conjunction with the Iowa State Patrol, have analyzed crash data to determine where the greatest concentration of injuries and fatal crashes have occurred. In addition, consideration was also given to areas in which increases in the number of crashes have spiked. MVE and ISP will meet on a quarterly basis to analyze the most recent crash statistics available in order to conduct enforcement activities in those targeted areas. The target areas will be based on the top ten geographic areas that this data points to. Historically, there's an indication that these areas may include the following counties: Black Hawk, Cerro Gordo, Pottawattamie, Scott, Story, Warren and Woodbury.

ISP will conduct high crash corridor Driver/Vehicle Inspection projects and Traffic Enforcement activities within the ten targeted counties. The project will be conducted during one workday. A total of 2,152 hours will be dedicated to the overtime projects. Shift extension of four hours or eight hour shifts in duration will be used, and will be staffed by MCSAP certified Troopers. All stops will result in CMV inspection with the goal of completing a total of 1,614 inspections. Inspection goals based on 6 inspections per 8 hour shift. Shift includes up to 2 hours for contract negotiated break periods and travel time to project county.

ISP Level 3 Traffic Enforcement Project

	1Q	2Q	3Q	4Q	FY19 Total	Projected Total
Number of Events					0	8
Officer Hours					0	1,200
Level 3 Inspections					0	
Number of Violations					0	
Driver OOS					0	

Project Narrative

Iowa State Patrol (ISP) will conduct traffic enforcement related activities on CMVs while performing an estimated 400 Level II and 7,800 Level III inspections during day-to-day activities and focused enforcement projects.

ISP will conduct eight Level III traffic enforcement projects in selected high CMV traffic volume, high CMV crash rate areas, work zones and rural roadways. A project will be conducted during four workdays, each day at least eight work hours in duration, and will be staffed by MCSAP certified Troopers. A minimum of 1,200 Troopers hours will be dedicated to these eight ISP projects. The number of activities and projects will be tracked with internal reports.

Iowa State Troopers are assigned to enforcement projects in high crash areas to enhance traffic safety. Iowa State Troopers will perform monthly In-State Enforcement Projects involving 6 Troopers and 1 Sergeant in travel status. Costs associated with the projects include meals and lodging. These costs are derived from actual reimbursement amounts allowable by the State of Iowa. (see In-State travel costs below).

ISP Traffic Stops

	1Q	2Q	3Q	4Q	Total
CMV Inspections					0
Traffic Stops					0

Project Narrative

It is the policy of the Iowa State Patrol that all CMV traffic stops by a certified MCSAP Trooper shall include at least a level 3 inspection.

MVE/ISP Joint Agency Projects

	1Q	2Q	3Q	4Q	FY19 Total	Total
Number of Events					0	4
Officer Hours					0	512
Inspections					0	
Violations					0	
Driver OOS					0	
Vehicle OOS					0	

Project Narrative

MVE and ISP, through a joint effort, will conduct four traffic enforcement projects. These projects will focus on high CMV traffic volume, crash rate areas, work zones and rural roadways. The projects will be conducted during two workdays, will be at least eight hours in duration, and will be staffed by at least eight MCSAP certified Troopers. A minimum of 512 officer hours will be dedicated to these four MVE/ISP projects. (See crash corridor narrative above.)

Travel Project Costs

Purpose	# of Staff	# of Days	% of Time on MCSAP Grant	Total Project Costs	Federal Share	State Share
Routine MCSAP-related travel	7	36	100	\$27,468.00	\$23,347.80	\$4,120.20
NAS Part A Training	4	5	100	\$1,744.00	\$1,482.40	\$261.60
NAS Part B Training	4	5	100	\$1,744.00	\$1,482.40	\$261.60
CVSA Workshop 2020 San Antonio, TX	3	5	100	\$7,350.00	\$6,247.50	\$1,102.50
2020 CVSA Data Mgmt., Quality and FMCSA Systems Workshop, TBD	3	3	100	\$6,030.00	\$5,125.50	\$904.50
CVSA Annual Conference and Exhibition, Wilmington DE	3	4	100	\$8,725.00	\$7,416.25	\$1,308.75
MCSAP Grant Conference TBD	3	3	100	\$3,345.00	\$2,843.25	\$501.75
TOTAL: Travel				\$56,406.00	\$47,945.10	\$8,460.90

Budget Narrative

Explain each event and how arrived at costs

Routine MCSAP-Related Travel:

Travel for ISP and Joint IDOT/MVE Projects. In-state MCSAP project travel for 14 Troopers for 4 days per month with a \$37/day meal allowance, or \$9,324 and \$72/day hotel accommodation, or \$18,144 for a total of \$27,468. Travel for ISP and Joint IDOT/MVE Projects.

Training Travel:

NAS A-side training for 4 Troopers with a \$37/day meal allowance, or \$592 and \$72/day hotel accommodation, or \$1,152 for a total of \$1,744. NAS B-Side training for 4 Troopers with a \$37/day meal allowance, or \$592 and \$72/day hotel accommodation, or \$1,152 for a total of \$1,744.

Conference Travel:

2020 CVSA Annual Workshop in San Antonio, TX for 3 Troopers with an average cost per officer of \$600 registration or \$1,800; \$65/day meal allowance or \$975; \$235/day hotel accommodation or \$3,525 and \$350 airfare or \$1,050, for a total of \$7,350.

2020 CVSA Data Management, Quality and FMCSA Systems Workshop TBD, for 3 Troopers with an average cost per officer of \$600 registration or \$1800; \$65/day meal allowance or \$780; \$200/day hotel accommodation or \$2,400 and \$350 airfare or \$1,050, for a total of \$6,030.

2020 CVSA Annual Conference and Exhibition in Wilmington, DE for 3 Troopers with an average cost per officer of \$600 registration or \$1800; of \$55/day meal allowance or \$825; airfare of \$900 or \$2,700 and \$200/day hotel accommodation or \$2,400, for a total of \$8,725.

2020 MCSAP Grant Conference TBD for 2 Troopers and Budget Analyst with an average cost per person of \$55/day meal allowance or \$495; \$200/day hotel accommodation or \$1,800 and \$350 airfare or \$1,050, for a total of \$3,345.

Equipment Project Costs

Item Name	# of Items	Full Cost / Item	% of Time of MCSAP Grant	Total Project Costs	Federal Share	State Share
LIDAR FTC and Video	1			\$6,390.00	\$5,431.50	\$958.50
TOTAL: Equipment				\$6,390.00	\$5,431.50	\$958.50

Budget Narrative

LIDAR unit will be provided to the Iowa State Patrol's fully dedicated MCSAP Troopers that have advanced LIDAR technology. This unit are specifically designed to measure following distance between moving vehicles. The Iowa Department of Transportation, Motor Vehicle Enforcement Division and the Iowa State Patrol conducted CMV crash analysis and determined the leading cause of CMV collisions is directly attributed to following too close. The Motor Vehicle Enforcement Division and the Iowa State Patrol have prioritized enforcement actions related to CMV following too close violations to reduce fatalities in support of Iowa's Zero Fatalities initiative. This LIDAR unit will enhance our ability to take appropriate enforcement action for following to close and speeding. This supports the Federal Motor Carrier Safety Administrations goal to reduce crashes that lead to injury and death.

Supplies Project Costs

Item Name	# of Units	Cost / Unit	% of Time of MCSAP Grant	Total Project Costs	Federal Share	State Share
Office Supplies	1	\$5,556.27	100	\$5,556.27	\$4,722.83	\$833.44
Lidar Units	1	\$3,490.00	100	\$3,490.00	\$2,966.50	\$523.50
Desk Top Computer	1	\$1,206.00	100	\$1,206.00	\$1,025.10	\$180.90
Panasonic CF-33	3	\$4,794.12	100	\$14,382.36	\$12,225.01	\$2,157.35
Arbitrator Server	1	\$4,266.00	100	\$4,266.00	\$3,626.10	\$639.90
TruckCRYPT Software- CDR	5	\$2,000.00	100	\$10,000.00	\$8,500.00	\$1,500.00
TOTAL: Supplies				\$38,900.63	\$33,065.54	\$5,835.09

Budget Narrative

Office Supplies include paper, pens, in-car printer paper, postage, and other miscellaneous items used by Troopers to perform and support traditional MCSAP related expenses. Supply costs are based on known past expenditures for fiscal year.

LIDAR Units- LIDAR units will be provided to the Iowa State Patrol's fully dedicated MCSAP Troopers that have advanced LIDAR technology. These units are specifically designed to measure following distance between moving vehicles. The Iowa Department of Transportation, Motor Vehicle Enforcement Division and the Iowa State Patrol conducted CMV crash analysis and determined the leading cause of CMV collisions is directly attributed to following too close. The Motor Vehicle Enforcement Division and the Iowa State Patrol have prioritized enforcement actions related to CMV following too close violations to reduce

fatalities in support of Iowa's Zero Fatalities initiative. These LIDAR units will enhance our ability to take appropriate enforcement action for following to close and speeding. This supports the Federal Motor Carrier Safety Administrations goal to reduce crashes that lead to injury and death.

Desk Top Computer- Recommended life span for desktop computer is 5 years. Sergeants current desktop computer is over 10 years old, past recommended life span.

Panasonic CF-33- Three full-time MCSAP Troopers are currently using outdated CF-19s, past their recommended life span. Everyone else is using CF-33s.

Arbitrator Server- Recommended life span for computer server is 5 years. District 15/MCSAP's server is over 10 years old, past recommended life span.

TruckCRYPT Software- TruckCRYPT software annual subscription for one- Ultimate Kit- DG DPA5 Pro & SSS2 Truck and Engine CDR Desktop Kit and four- Forensic Link Adapter and DG DPA 5 Pro Vehicle Diagnostic Adapter. Annual subscription is \$2,000 per unit times 5 units. Software is used by Technical Accident Investigators to download CMV data recorders for CMVs involved in accidents.

Other Costs Project Costs

Item Name	# of Units	Cost per month per unit	% of Time of MCSAP Grant	Total Project Costs	Federal Share	State Share
Laptop Air Cards	14	\$40.01	100%	\$6,721.68	\$5,713.43	\$6.00
Cellular Phones	14	\$52.25	100%	\$8,778.00	\$7,461.30	\$7.84
Vehicle Fleet	14	\$1,456.96	59%	\$144,413.88	\$122,751.79	\$218.54
TOTAL: Misc. Supplies				\$159,913.56	\$135,926.52	\$232.38

Budget Narrative

2018 Laptop air cards and cellular phone charges are actual costs for those services. Air card cost is \$40.01 per month and cellular phone cost is \$52.25 per month per officer.

Vehicle Fleet- Mileage reimbursement calculated on a monthly basis for usage based on FY 2019 Federal Business guideline of \$0.58 per mile based on percentages of MCSAP time spent per month for each officer. Annual average mileage for FFY2018 is 30,395 miles; annual average mileage for FFY2019 estimated at 29,893 miles for and average of 30,144 miles. Average mileage divided percentage of MCSAP time.

In-State Hotel Rate	\$72.00
In-State Meal Rate	\$37.00
TOTAL In-State	\$109.00
Biloxi, MS Meals	\$55.00
Biloxi, MS Hotel	\$155.00
Biloxi, MS Airfare	\$500.00

MCSAP time Percentage	59%
Federal Mileage Rate	\$0.580
Average Miles/year	30144