



WYOMING

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 28, 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.

WYOMING DEPARTMENT OF TRANSPORTATION (WYDOT) MISSION STATEMENT:

Provide a safe, high quality, and efficient transportation system.

Vision -Excellence in transportation.

WYDOT has five values that serve as a code of conduct for its employees:

- Honesty - We are honest in all our dealings with each other and the public.
- Accountability - We consistently and responsibly fulfill our duties of public servants.
- Commitment - We are committed to achieving our mission.
- Respect - We respectfully consider the opinions and values of others.
- Innovation - We seek excellence through innovation and creativity.

WYOMING HIGHWAY PATROL (WHP) MISSION STATEMENT: The Wyoming Highway Patrol is committed to serve and protect all people in Wyoming with courtesy, professionalism and integrity.

WYDOT'S GOAL: The goals for the Department are:

1. Improve safety on the state transportation system.
2. Serve our customers
3. Improve agency efficiency and effectiveness.
4. Take care of all physical aspects of the state transportation system.
5. Develop and care for our people.
6. Exercise good stewardship of our resources.

WHP's GOAL: The goals for the WHP are:

1. Improve overall highway safety.
2. Development and care for our employees.
3. Committed to exceptional customer service.

4. Evaluate the structure of the agency to prepare for the future.
5. Excellent stewards of our resources.

COMMERCIAL CARRIER SECTION'S GOAL: Reduce crashes involving commercial motor vehicles and passenger vehicles through education and enforcement while developing partnerships with industry, government agencies and the general public.

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.

The Commercial Carrier Section of WHP has continued to increase our involvement in the program through inspections of commercial vehicles and drivers including passenger transportation vehicles and hazardous material carriers. Our involvement also includes conducting compliance reviews while providing safety talks and on site education to industry and the general public enhancing safety on Wyoming highways. The Wyoming Highway Patrol is the only agency that is authorized by state statute (31-18-301(c)) to conduct commercial carrier inspections and compliance review in the State of Wyoming.

WHP has 38 inspectors certified in Level 1 and Level 2 plus 135 inspectors certified in Level 3. Of the 38 Level 1 inspectors 4 are certified to conduct passenger carrier inspections, 11 are certified to conduct post crash inspections, 13 are certified to conduct hazardous material inspections and 12 are certified in cargo tank and other bulk packaging. WHP has 8 inspectors certified to conduct enhanced radiological shipment inspections. The majority of the CMV crashes statewide are investigated by the WHP troopers.

The Commercial Carrier Section consists of two managers and three civilian employees. The managers will continue to emphasize quality and monitor the program. The civilian employees are responsible for the monitoring, verifying and confirming of all expenditures to the grant, filing reports and making sure the State complies with all requirements of MCSAP. They are also responsible for the data quality of crashes and inspections along with maintaining our Safetynet and Aspen systems. There are two compliance review auditors conducting interstate and intrastate compliance reviews on carriers who have alerts in the CSA system, as well as completing the enforcement cases for the compliance reviews.

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:	WYOMING HIGHWAY PATROL
Enter total number of personnel participating in MCSAP activities	179
National Program Elements	Enter # personnel below
Driver and Vehicle Inspections	135
Traffic Enforcement Activities	173
Investigations*	4
Public Education and Awareness	0
Data Collection and Reporting	3
* Formerly Compliance Reviews and Includes New Entrant Safety Audits	

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

Non-funded Agency Information	
Total number of agencies:	0
Total # of MCSAP Participating Personnel:	0

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: Actual # Fatalities

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

Measurement Period (Include 5 Periods)		Fatalities	Goal	Outcome
Begin Date	End Date			
01/01/2017	12/31/2017	23	23	23
01/01/2016	12/31/2016	21	23	21
01/01/2015	12/31/2015	23	23	23
01/01/2014	12/31/2014	35	23	35
01/01/2013	12/31/2013	24	26	24

MOTORCOACH/PASSENGER CARRIER CRASHES

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

Goal measurement as defined by your State: Actual # Fatalities

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

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

Hazardous Materials (HM) CRASH INVOLVING HM RELEASE/SPILL

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

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

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

Goal measurement as defined by your State: Actual # Fatalities

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

Measurement Period (Include 5 Periods)		Fatalities	Goal	Outcome
Begin Date	End Date			
01/01/2017	12/31/2017	0	2	0
01/01/2016	12/31/2016	2	2	2
01/01/2015	12/31/2015	7	2	7
01/01/2014	12/31/2014	4	2	4
01/01/2013	12/31/2013	4	2	4

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

Safetynet- July 05, 2018 The fatalities reported were not caused by a hazmat incident. The drivers were hauling hazmat materials. Clarification of these numbers will be reported in quarterly reports. There were no fatalities caused by hazmat incident in 2017. The numbers were updated for the CY 2017.

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

In 2017 WYDOT was close to achieving the goal this year pertaining to CMV fatalities. We are relating this to drivers becoming used to and comprehending the Dynamic Message Signs and Variable Speed Limit Signs warning them of impending dangerous conditions and obstacles ahead. Some of the contributing factors for crashes in our high crash corridors are out-of-state drivers not familiar with the vast open terrain and steep mountainous areas where weather is very unpredictable. The sun could be shining at one point and then 10 miles ahead it could be white out conditions with blowing snow and slick roads.

Lessons learned - WYDOT and WHP have evaluated the variable speed limit signs along I-80 and have come to a conclusion that in inclement weather if the speed limit is reduced and posted roadside it seems to help with the crashes in that area. WYDOT currently has 167 Variable Speed Limit Sites and 147 Dynamic Message Sign Sites. There are plans to add more in the next few years. The variable message signs are to help warn the motoring public, both CMV's and passenger vehicles, of potential hazardous conditions ahead (such as, weather, crashes, construction zones, roads conditions and any other problem they may encounter on this route).

WYDOT is working on a pilot for Connected Vehicle Technology through USDOT-funded grant. The goal is to improve the safety and mobility of freight traffic on the I-80 corridor.

Recently, there have been updates to the Commercial Vehicle Operator Portal to make the information easier to access and to include real-time information in addition to the forecast information that was already being provided to make access to information easier for drivers and dispatchers.

WYDOT has conducted feasibility studies for where the area of focus should be next in 2019, 2020, and 2021. They are identifying locations where variable message signs, variable speed limit signs, rumble strips in the centerlines of the highways, pavement markings outlined in black for better visibility, adding additional lanes and adding additional passing lanes would enhance highway safety in areas defined as high crash or reduced visibility. It was determined that there will be 9 projects of passing and widening of lanes from 2 to 5 to allow for continued and improved capacity for all motor vehicles. There will be 2 projects around the Casper area (US26), 3 projects in the Jackson (Alpine/Thayne) area, 3 projects will be Gillette/Douglas (Hwy 59) areas and one will be in the Hudson to Riverton stretch on Hwy 89 for passing and widening lanes. There will be additional signage and out of pavement ice detection systems added which videos the road for weather accumulation of snow or precipitation then once a target is reached then it triggers the speed changes on the variable signs.

Wyoming Highway Patrol had 1 fatality in 2017 for passenger transportation vehicles. Passenger transportation crashes equals less than 1% of the total CMV crashes. There were 86 passenger transportation vehicles involved in crashes during 2017. Of this total, only 24 were federally reportable with 1 fatality.

Lessons learned - Due to the heavy mine/energy commuter traffic (which includes passenger transportation vehicles) WYDOT has determined that passing lanes and center turning lanes are vital as indicated by the numerous projects.

WYDOT almost met the Hazardous Materials Fatality goal. In 2017, there were 67 crashes involving hazardous materials of the total 1616 CMV crashes resulting in 4.1% of the total crashes. There were more HM crashes in 2017 than in 2016 due to the slow increase of mining and oil production coming back to WY.

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.

Wyoming Highway Patrol continues to recognize that there is a problem with out-of-state drivers operating in Wyoming. Three of the four high crash corridors are also areas for severe crosswinds which cause blow overs of high profile, light trailers and empty vehicles. Out-of-state drivers do not realize that in the vast open terrain and steep mountainous areas how much the weather can affect the driving conditions. Wind is a huge factor in these areas as there is nothing to block the wind like buildings in urban areas. Wind will cause limited visibility (whiteouts) when it is snowing or cause dust storms in the plains. There is also a possibility of dense fog along these routes due to the rapid changes in Wyoming weather.

Out-of-state drivers: 2013 - 32 (91%), 2014 - 46 (90%), 2015 - 30 (91%), 2016 - 61 (95%), 2017 - 71 (91%)

High wind crashes: 2013 - 35, 2014 - 51, 2015 - 33, 2016 - 64, 2017 - 78

Enter the data source and capture date:

Safetynet - July 05,2018

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	6
2020	6
2021	6

Reduction of crashes overall by 18%. This is a lofty goal, but one that is focused on. The bar is set high.

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.

Warnings or closures will be listed on Dynamic Message Signs as to conditions and reduced speeds on Variable Speed Limit signs in areas where the weather and wind is a factor. Obtain crash reports where the Commercial Carrier Section will review and determine causation factors monthly. Commercial Carrier Section will also review the investigator's comments to determine if there is something else WHP can do to help prevent these types of crashes.

WYDOT is continuing to increase the variable message signs and variable speed limit signs in areas they determine are high crash areas. WYDOT is also considering placing rumble strips in the center lane on highways where the crashes are crossing the centerline.

There is continued outreach with the expansion of the new 2 person Safety and Training team. It is a new program that was rolled out in FY2018 where the troopers do live streaming feed, safety moments for the local new stations, and updating and adding to Facebook and other social medias for safety tips and reminders. None of this is paid for with MCSAP funding, but it attributes to our dedication to safety and are hoping that this will lower 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.

Activity will be measured by the total number of monthly crashes and number of staff hours spent reviewing the crash reports. Comparing the outcome to last year by month to see if there is a change in the number of total crashes, number of fatalities and number of injuries in the high crash corridor areas.

Activity will also be measured by the number of times the following high wind variable messages are posted:

No light trailers

Closure to Light, High Profile Vehicles

Extreme Blow Over Risk

Strong Winds

Dense Fog Ahead

Activity will be measured by the variable speed limit signs and speed reduced in the mountainous areas due to weather or obstacles that impede traffic. This will be compared to the previous year's numbers and may determine if a change in messaging needs to occur or if more signs are needed in areas where crashes are increasing.

Will also check with WYDOT on the process of installing rumble strips in the centerline of highways, especially two lane highways where crossing over the centerline is an issue.

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	3810	3557	2899	2591	3398
Level 2: Walk-Around	1547	1380	1236	1134	1433
Level 3: Driver-Only	5366	5217	5252	3921	7263
Level 4: Special Inspections	0	0	0	0	0
Level 5: Vehicle-Only	28	99	100	131	105
Level 6: Radioactive Materials	0	1	0	0	0
Total	10751	10254	9487	7777	12199

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.

Most inspections are conducted on a random basis unless we conduct level 5 inspections on passenger carriers and tow truck operations. Troopers are working statewide as assigned by WHP staff. Inspections are conducted both roadside and at fixed facilities (mainly at the 14 ports of entry) by both sworn officers and civilian inspectors. CMV's are required by state statute (31-18-301[c]) to stop and clear our ports of entry and submit the vehicle and/or driver to an inspection of their paperwork and equipment before being allowed to operate on Wyoming highways. Wyoming Highway Patrol will check the carrier's operating authority and check for out-of-service orders on carriers at both roadside and fixed facilities. Wyoming Highway Patrol also has five MEET teams (Mobile Education Enforcement Team) that go out in remote areas where there are no scales and where there is heavy CMV traffic. The MEET teams have Haenni-Loadometer scales. During these details they weigh vehicles, check paperwork and conduct vehicle/driver inspections (levels 1, 2 & 3).

Electronic screening is also used for inspections. PrePass is what is used throughout the state.

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: WYOMING HIGHWAY PATROL

Enter the total number of certified personnel in the Lead agency: 179

Projected Goals for FY 2020 - Roadside Inspections					
Inspection Level	Non-Hazmat	Hazmat	Passenger	Total	Percentage by Level
Level 1: Full	3729	178	186	4093	29.30%
Level 2: Walk-Around	1321	155	3	1479	10.59%
Level 3: Driver-Only	8376	8	11	8395	60.11%
Level 4: Special Inspections	0	0	0	0	0.00%
Level 5: Vehicle-Only	0	0	0	0	0.00%
Level 6: Radioactive Materials	0	0	0	0	0.00%
Sub-Total Lead Agency	13426	341	200	13967	

MCSAP subrecipient agency

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

Subrecipient is: 0

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

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

Non-Funded Agencies

Total number of agencies:	0
Enter the total number of non-funded certified officers:	
Enter the total number of inspections projected for FY 2020:	

Summary

Projected Goals for FY 2020 - Roadside Inspections Summary

Projected Goals for FY 2020 Summary for All Agencies					
MCSAP Lead Agency: WYOMING HIGHWAY PATROL					
# certified personnel: 179					
Subrecipient Agencies: 0					
# certified personnel: 0					
Number of Non-Funded Agencies: 0					
# certified personnel:					
# projected inspections:					
Inspection Level	Non-Hazmat	Hazmat	Passenger	Total	Percentage by Level
Level 1: Full	3729	178	186	4093	29.30%
Level 2: Walk-Around	1321	155	3	1479	10.59%
Level 3: Driver-Only	8376	8	11	8395	60.11%
Level 4: Special Inspections	0	0	0	0	0.00%
Level 5: Vehicle-Only	0	0	0	0	0.00%
Level 6: Radioactive Materials	0	0	0	0	0.00%
Total ALL Agencies	13426	341	200	13967	

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.

Projected Goals for FY 2020 Roadside Inspections	Lead Agency	Subrecipients	Non-Funded	Total
Enter total number of projected inspections	13500	0	0	13500
Enter total number of certified personnel	178	0	0	178
Projected Goals for FY 2021 Roadside Inspections				
Enter total number of projected inspections	13500	0	0	13500
Enter total number of certified personnel	178	0	0	178

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	2	3
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	25
CSA On-Site Focused/Focused CR	58	63	0	41	10
CSA On-Site Comprehensive	0	0	0	2	0
Total Investigations	58	63	0	45	38
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	1	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	2	1
CSA On-Site Comprehensive	0	0	0	1	0
Total Investigations	0	0	0	4	1
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	45	0	45	0	45	0
Cargo Tank Facility Reviews	0	0	0	0	0	0
Non-Rated Reviews (Excludes CSA & SCR)	45	0	45	0	45	0
CSA Off-Site	0	0	0	0	0	0
CSA On-Site Focused/Focused CR	45	0	45	0	45	0
CSA On-Site Comprehensive	9	0	9	0	9	0
Total Investigations	144	0	144	0	144	0
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.

These figures are estimates as the investigators can only work within their state. They may have Interstate carriers assigned to them but find that they are not primarily based out of WY and so they are not able to work it or they investigate Intrastate carriers and find they do Interstate trips. The investigators find out after they research each company they are assigned.

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

WHP has two personnel that conduct Carrier Intervention investigations. One of the two was promoted to another position within the department. The new hire was promoted to the vacant position on 4/1/18. She is in the process of getting training and certified at this time and should be up to speed by the beginning of FY2019.

The number of compliance reviews and investigations conducted are assigned by the FMCSA Wyoming Division Administrator for interstate carriers and as assigned by Commercial Carrier Section Lieutenant for intrastate carriers.

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

Wyoming Highway Patrol has been conducting safety audits since September of 2005. We work closely with the Wyoming Division Administrator to accomplish contacting as many carriers as possible with the manpower we have and providing guidance and

assistance to the carriers. Currently we have two compliance auditors. One is a recent hire that recently completed all necessary trainings and is up to speed and the second is experienced and conducting safety audits.

Problem Statement:

The problem is identified by FMCSA- Wyoming Division and they assign the New Entrant audits to our compliance auditors.

Performance Objectives:

Successfully complete all safety audits assigned on or before the identified due date.

Activity Plan:

Compliance auditors during process of completion of the safety audit assist the carriers to understand the regulations identified in the safety audit, as well as, provide additional information/resources to help the carrier come into and remain in compliance.

Measurement Plan:

WHP monitors the activities performed by the compliance auditors on a weekly basis and report it on our quarterly report to FMCSA.

Measureable outputs will be figured on the number of contacts and audits conducted from the total number assigned to the auditors.

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		
01/01/2017	12/31/2017	4818	2615
01/01/2016	12/31/2016	8029	
01/01/2015	12/31/2015	7610	0
01/01/2014	12/31/2014	6067	2588
01/01/2013	12/31/2013	6408	2180

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

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

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

Citation information was retrieved from our e-citation program. Capture date was July 6, 2018. Wyoming was in the converting stage from handwritten to e-citations and those citations are only available from the Wyoming Supreme Court and are archived. Records department has downsized and are not inputting citations and warnings on a consistent basis as there is no monetary value tied to them so the figure would not be accurate. Wyoming does conduct CMV traffic enforcement without an inspection and non-CMV traffic enforcement stops, these stops are not expended to the MCSAP grant.

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](#).

Wyoming does conduct CMV traffic enforcement without an inspection and non-CMV traffic enforcement stops. If this should occur then these stops are not expended to the MCSAP grant.

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	4897	5000	5000
<input type="radio"/>	<input checked="" type="radio"/>	CMV without Inspection	0		
<input checked="" type="radio"/>	<input type="radio"/>	Non-CMV	0		
<input checked="" type="radio"/>	<input type="radio"/>	Comprehensive and high visibility in high risk locations and corridors (special enforcement details)	400	400	400

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
13967	144	54	14165	19505

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.

Wyoming does conduct CMV traffic enforcement without an inspection and non-CMV traffic enforcement stops, but these stops are not expended to the MCSAP grant.

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	Yes
PRISM	Less Than 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:

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

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.

WYDOT is currently at Step 3 for Prism (IRP) to be at Full Participation. WYDOT is going through the process to add the verbage for "Authority" to allow the denying and suspending of registrations in policy. This should be completed by the spring of 2020. Once this is in policy, it will be presented to Legislature then Wyoming will automatically have the other steps met and will need to have the Prism team check. Things are looking very strong that we will meet the

October 2020 deadline.

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

The next steps to full participation are having the correct verbage added to policy for WYDOT. That will be the biggest hurdle to get through. We will also continue to attend the annual Prism conference and with routine Prism conference calls.

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.

Wyoming maintains monthly statistical reports for all areas to submit the PPR in an accurate manner.

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	25	25	25	25	25
CMV Safety Belt Education and Outreach	5	5	5	5	5
State Trucking Association Meetings	6	6	6	6	6
State-Sponsored Outreach Events	3	3	3	3	3
Local Educational Safety Events					
Teen Safety Events				80	101

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.

Wyoming Highway Patrol strives to reduce CMV versus passenger vehicle crashes by increasing general public awareness.

Wyoming Highway Patrol will be conducting training on safety issues to the general public. Billboards will continue to be placed in the six designated areas in the high crash corridors. The billboards were recently replaced and updated with all FMCSA required logos. Brochures and all information regarding driving in mountainous and unpopulated areas will be distributed along the high crash corridors and at the ports of entry. Alive at 25 is a program that Safety puts on throughout the state at approximately 100 times a year. There were approximately 1920 attendees in 2016. In 2017, there were approximately 2400 attendees and 101 classes. This is counted as part of Teen Safety Events.

All employees are included in the number of personnel that participates in this effort as safety is the number one priority.

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	25	25	25
<input checked="" type="radio"/>	<input type="radio"/>	CMV Safety Belt Education and Outreach	5	5	5
<input checked="" type="radio"/>	<input type="radio"/>	State Trucking Association Meetings	6	6	6
<input checked="" type="radio"/>	<input type="radio"/>	State-Sponsored Outreach Events	3	3	3
<input type="radio"/>	<input checked="" type="radio"/>	Local Educational Safety Events			
<input checked="" type="radio"/>	<input type="radio"/>	Teen Safety Events	100	100	100

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.

This will be measured by the number of troopers and hours spent for training the general public and number of brochures of information passed out. This will also be measured by the attendance of the outreaches.

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	Yes

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.

07/05/2018

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.

Wyoming is green in all safety data elements and does not consider data quality to be a problem at this time.

The new IRP/IFTA system that Motor Vehicle Services has converted to has been, on whole, a success. There are blips in the data but not enough to lower our scores. Data Quality is taken very seriously and if there are ever any issues we work diligently and swiftly to have them resolved.

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.

We have a "Good" rating in all categories.

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.

Wyoming maintains monthly statistical reports for all areas to submit the PPR in an accurate manner.

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

Trend Analysis for 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	58	63	0	29	5
Intrastate	0	0	0	2	0
Total Audits	58	63	0	31	5

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:

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)	45	0	45	0	45	0
# of Safety Audits (Offsite)	9	0	9	0	9	0
# Group Audits	0	0	0	0	0	0
TOTAL Safety Audits	54	0	54	0	54	0
# of Non-Audit Resolutions	0	0	0	0	0	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.

Wyoming Highway Patrol has been conducting safety audits since September of 2005. We work closely with the Wyoming Division Administrator to accomplish contacting as many carriers as possible with the manpower we have and providing guidance and assistance to the carriers.

One of the challenges that have been encountered is when funding has been approved. This should not be an issue anymore with the combining of the New Entrant grant into the MCSAP grant. There were several months in the past where nothing was assigned to the auditors due to the fact that there was no money. Another challenge has been manpower. We currently have 2 trained compliance review officers for FY 2019. We have only had one for the past few years.

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.

Compliance auditors, during the process of completion of the safety audit assist carriers to understand the regulations identified in the safety audit. They also provide additional information/resources to help the carrier come into and remain in compliance. No group audits are planned at this time.

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.

WHP monitors the activities performed by the compliance auditors on a weekly basis and report it on our quarterly report to FMCSA. Measureable outputs will be figured on the number of contacts and audits conducted from the total number assigned to the auditors.

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: 67%

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

Fiscal Year	Goal (%)
2019	100
2020	100
2021	100

To maintain the current catch rate of 100% or stay at Federal requirement of 85%.

Unfortunately due to the low numbers of Inspection Counts -Inspection On All OOS Carriers- Wyoming was not able to maintain the catch rate over 85% for FY18. This has not happened for several years as all of our inspectors complete thorough searches.

There were 6 inspections completed with 4 OOS carriers identified. There was 1 that was Unsatisfactory and then 1 where other types were not identified. After further research, it was determined that the inspector must have had connectivity issues and used the last updated information in Aspen. The current catchrate for FY19 is at 93%.

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.

Traffic enforcement activity will be utilized to check for an out-of-service carrier only in conjunction with an inspection. WHP will provide access to Query Central to all inspectors via the FMCSA portal. Inspectors will also be trained or have continuous training in utilizing the Aspen system which automatically connects to SAFER with the current information. All of WHP troopers have Aspen. They also have Panasonic tablets with all current Aspen updates.

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.

Commercial Carrier Section will check the inspections on Federal Out-of-Service Carriers reports when received from FMCSA to see what is being missed by our inspectors. Commercial Carrier Section will compare each report received with the previous report to check for improvement in the catch rate.

Commercial Carrier Section will check the Federal Out-of-Service list that is in Gotham on a monthly basis for carriers that are marked as active. This information will be provided to the inspectors as an added tool when conducting inspections.

Part 3 Section 2 - Passenger Carrier Enforcement

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

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

Instructions:

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

Check this box if:

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

Part 3 Section 3 - State Specific Objectives – Past

No updates are required for this section.

Instructions:

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

Seatbelt Usage. WHP is looking at a CMV survey performed by WYDOT to promote the usage of seatbelts. This initiative is in the beginning stages and do not have specifics fine tuned.

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

Increase seatbelt usage by CMV drivers by 5%. The target for seatbelt usage for 2017-2019 is to be at greater than 80%.

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

2015 - violations = 124 - citations issued - 96 warnings issued - 28 2016 - violations = 89 - citations issued - 67 warnings issued - 22 2017 - violations = 95 - citations issued - 84 and warnings issued - 11

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

This goal was achieved as there were comparable inspections completed and the citations were down for non-seatbelt use.

Activity #2

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

Oilfield Operations

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

For 2015- Total Inspections = 279, WY Carriers = 90, Out of State Carriers = 189 For 2016- Total Inspections = 221, WY Carriers = 55, Out of State Carriers = 166 For 2017- Total Inspections = 251, WY Carriers = 80, Out of State Carriers = 171

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

Out of State Carrier inspections increased from 67% in 2015 to 75% in 2016. In 2017 the OOS carriers were at 68%.

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

In 2017 there was an upward trend for Oilfield Operations as the new Federal Administration has eased up on natural resources. The inspections completed in 2017 do not accurately reflect that because WY has had a downslope with hiring troopers. The trend should start to increase along with the additional details coming in the next few years and a few more graduating classes of troopers. Additional details in the Douglas and Casper areas are going to increase by at least 3 per year. This is in addition to the original details planned.

Activity #3

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

Expand our MEET (Mobile Education Enforcement Team) details in the Jonah-Pinedale area, Douglas to Gillette and Douglas to Casper areas. We will be taking into consideration manpower and not putting a burden on the troopers where we are already short handed due to employee separations. The objective for the MEET team is the enforcement of 49 CFR and State Statutes for Size and Weight. High traffic areas are identified by supervisors and details are scheduled on an irregular basis so as not to be predictable and alert carriers of possible inspections. This provides a better understanding for the carriers of Federal safety regulations and State statutes.

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

The goal was to have 2 more details than the previous year. Expansion of MEET details from 2016 to 2017. There were 2 additional details conducted in Cody and in Yellowstone National Park.

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

There were 2 new details in 2017. One was in Cody and another in Yellowstone Natl Park. There were an additional 135 inspections from those details conducted.

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

WHP has increased the Meet Details budget in the travel category to allow for additional details to be performed. Problems Encountered: Found that it was a challenge to plan and have the available manpower to do additional details without planning out in advance. Some areas are still trying to get up to necessary manpower to have usual coverage and then to also have certified inspectors. Lessons Learned: Planning for details at least 1-3 months in advance.

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.

Electronic Logging Device Implementation is currently in effect. WHP is in the process of hiring a full time employee to go around the state and present continued education for ELD's in conjunction with Agriculture. This will not be paid with grant funding.

Narrative Overview for FY 2019 - 2021

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

The next step for Wyoming is to continue to have ELD implemented. WHP is continuing to support carriers and educate all that have concerns. At this time, troopers are actively educating all stops about the differences between AOB RD and ELD. Some carriers believe that they have ELD's but actually have AOB RD's and are not aware of the difference and that they are not in compliance.

Projected Goals for FY 2019 - 2021:

Enter performance goal.

Preparation for the 2019 deadline is in place. The troopers have all been ELD trained and are proficient in this area. We have been working with Wyoming Trucking Association to reach out to as many carriers as possible. We put on any educational trainings as requested.

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

We will continue education in this area. The Lieutenant for Commercial Carrier is the trainer and knowledge expert. There will be open communication with FMCSA to see if there are any updates and address them immediately. The Grant Manager is part of Info sys and will continue to relay updates pertaining to attended meetings and conference calls.

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.

The information will be compiled and monitored by the Grant Manager on a monthly basis

to report the progress on the quarterly PPR's.

State Objective #2

Enter the title of your State-Identified Objective.

Reducing CMV crashes by utilizing enforcement efforts within marked construction work zones and congested areas immediately before and after construction work zones.

Narrative Overview for FY 2019 - 2021

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

As this is seen as a National Emphasis, WY will develop a plan for enforcement to be more visible at construction work zones.

Projected Goals for FY 2019 - 2021:

Enter performance goal.

Wyoming does not have much of an issue with CMV crashes in work zones; however losing one life is too many. 2017- Fatal crashes-1, Fatalities-1 2016- Fatal crashes-0, Fatalities-0 2015- Fatal crashes-2, Fatalities-2

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

The activities will include implementing an enforcement plan. This may include 2 to 3 purposeful details for Troopers to be visible through construction work zones during high traffic times.

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.

The information will be compiled and monitored by the Grant Manager on a monthly basis to report the progress on the quarterly PPR's.

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	\$1,527,478.00	\$269,554.00	\$1,797,032.00

Summary of MCSAP Funding Limitations	
Allowable amount for Overtime without written justification (15% of MCSAP Award Amount):	\$269,554.00
MOE Baseline:	\$0.00

Part 4 Section 2 - Personnel

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

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

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

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

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

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

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

If OT will be charged to the grant, only OT amounts for the Lead MCSAP Agency should be included in the table below. If the OT amount requested is greater than the 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):	\$269,554.00
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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
Level 3 Troopers	110	1.0000	\$68,228.16	\$75,050.97	\$63,793.32	\$11,257.65	\$0.00
MC Lieutenant	1	50.0000	\$86,340.80	\$43,170.40	\$36,694.84	\$6,475.56	\$0.00
MC Captain	1	5.0000	\$96,220.80	\$4,811.04	\$4,089.38	\$721.66	\$0.00
Sr Accountant	1	65.0000	\$53,372.80	\$34,692.32	\$29,488.47	\$5,203.85	\$0.00
POE Supervisor/Mgr	8	3.0000	\$53,372.80	\$12,809.47	\$10,888.05	\$1,921.42	\$0.00
Level 1 POE Insp	13	7.0000	\$41,662.40	\$37,912.78	\$32,225.86	\$5,686.92	\$0.00
Lvl 3 POE Insp	28	4.0000	\$41,662.40	\$46,661.88	\$39,662.60	\$6,999.28	\$0.00
Training Hrs Inspectors	16	5.0000	\$51,688.00	\$41,350.40	\$35,147.84	\$6,202.56	\$0.00
Level 1 Troopers	17	2.0000	\$62,004.80	\$21,081.63	\$17,919.38	\$3,162.25	\$0.00
CR Inspectors	2	95.0000	\$68,545.15	\$130,235.78	\$110,700.41	\$19,535.37	\$0.00
MC Troopers	13	20.0000	\$68,182.40	\$177,274.24	\$150,683.10	\$26,591.14	\$0.00
Acct Analyst	1	75.0000	\$57,824.00	\$43,368.00	\$36,862.80	\$6,505.20	\$0.00
Sr Acct Analyst	1	75.0000	\$69,596.80	\$52,197.60	\$44,367.96	\$7,829.64	\$0.00
Subtotal: Salary				\$720,616.51	\$612,524.01	\$108,092.50	\$0.00
Overtime Project Costs							
Overtime	10	7.0000	\$185,000.00	\$129,500.00	\$110,075.00	\$19,425.00	\$0.00
Subtotal: Overtime				\$129,500.00	\$110,075.00	\$19,425.00	\$0.00
TOTAL: Personnel				\$850,116.51	\$722,599.01	\$127,517.50	\$0.00
Accounting Method:	Modified Accrual						

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

WHP figures salaries on actual time not percent of time. This grant application only allowed for percent of time so the figures below will be a little different as the table.

SWORN PERSONNEL:	COST PER HOUR	% OF TIME	TOTAL COSTS
Motor Carrier Troopers	\$32.78	20	\$177,274.24
Level 1 Troopers/Insp	\$29.81	2	\$21,081.63
Level 3 Trooper/Insp	\$24.85	1	\$75,050.97
Motor Carrier Lieutenant	\$41.51	50	\$43,170.40
Motor Carrier Captain	\$46.26	5	\$4,811.04
Training Hrs for Inspectors	\$29.81	5	\$41,350.40
TOTAL			
CIVILIAN PERSONNEL:			
POE Level 1 Inspectors	\$25.66	7	\$37,912.78
POE Level 3 Inspectors	\$20.03	33	\$46,661.88
CR Inspectors	\$23.88	95	\$68,545.15
Senior Accountant	\$25.66	65	\$34,692.32
Accounting Analyst	\$27.80	75	\$43,368.00
Senior Accounting Analyst	\$33.46	75	\$52,197.60
TOTAL			

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
Overtime	79.5100	100.0000	\$64,500.00	\$51,283.95	\$43,591.36	\$7,692.59	\$0.00
Training Hrs Inspect	79.5100	100.0000	\$35,562.00	\$28,275.34	\$24,034.04	\$4,241.30	\$0.00
Level 1 Troopers	79.5100	100.0000	\$23,438.00	\$18,635.55	\$15,840.22	\$2,795.33	\$0.00
MC Troopers	79.5100	100.0000	\$135,002.00	\$107,340.09	\$91,239.08	\$16,101.01	\$0.00
POE Supervisors	78.3600	100.0000	\$10,462.00	\$8,198.02	\$6,968.32	\$1,229.70	\$0.00
Lvl 1 POE Insp	78.3600	100.0000	\$25,873.00	\$20,274.08	\$17,232.97	\$3,041.11	\$0.00
Lvl 3 POE Insp	78.3600	100.0000	\$50,870.00	\$39,861.73	\$33,882.47	\$5,979.26	\$0.00
Level 3 Troopers	79.5100	100.0000	\$50,241.00	\$39,946.61	\$33,954.62	\$5,991.99	\$0.00
MC Lieutenant	79.5100	100.0000	\$58,712.00	\$46,681.91	\$39,679.62	\$7,002.29	\$0.00
MC Captain	79.5100	100.0000	\$5,004.00	\$3,978.68	\$3,381.88	\$596.80	\$0.00
Sr Accountant	78.3600	100.0000	\$34,693.00	\$27,185.43	\$23,107.62	\$4,077.81	\$0.00
CR Inspectors	78.3600	100.0000	\$68,347.00	\$53,556.70	\$45,523.20	\$8,033.50	\$0.00
Acct Analyst	78.3600	100.0000	\$43,368.00	\$33,983.16	\$28,885.69	\$5,097.47	\$0.00
Sr. Acct Analyst	78.3600	100.0000	\$52,198.00	\$40,902.35	\$34,767.00	\$6,135.35	\$0.00
TOTAL: Fringe Benefits				\$520,103.60	\$442,088.09	\$78,015.51	\$0.00

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

Fringe benefits are a summation of the actual fringe benefits per employee and can include: FICA, Medical Insurance, Deferred Compensation, Retirement. The fringe benefit is figured on each employee depending on what benefits they have elected to take. A breakdown of the fringe benefits available to the employee and rate is attached to the Grants.gov application.

Sworn officer's rate is 79.51 % and civilian rate is 78.36%. The effective dates for these rates is October 1, 2018 through September 30, 2019.

Itemized Fringe List: vacation leave paid, sick leave paid, special leave paid, holiday leave paid, FICA-WYDOT share, medical insurance, deferred compensation match, workers compensation paid, unemployment insurance paid, retirement contribution paid, retiree .5% health insurance, housing allowance and longevities.

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
Hazmat Refresher Training	14	4	100.0000	\$15,226.00	\$12,942.10	\$2,283.90	\$0.00
WTA Conference & Meetings	3	3	100.0000	\$3,600.00	\$3,060.00	\$540.00	\$0.00
CVSA Data Quality Workshop	3	4	100.0000	\$5,700.00	\$4,845.00	\$855.00	\$0.00
NAIC	1	6	100.0000	\$2,179.00	\$1,852.15	\$326.85	\$0.00
Routine Mtgs & CRs	2	80	100.0000	\$7,742.00	\$6,580.70	\$1,161.30	\$0.00
Roadcheck 2019	12	5	100.0000	\$7,265.00	\$6,175.25	\$1,089.75	\$0.00
Motor Coach & Inspection Details	16	45	100.0000	\$40,536.00	\$34,455.60	\$6,080.40	\$0.00
RMRSR - Rocky Mountain Regional Safety Rendezvous	2	4	100.0000	\$2,400.00	\$2,040.00	\$360.00	\$0.00
COHMED	3	7	100.0000	\$5,384.00	\$4,576.40	\$807.60	\$0.00
NAS Part B Inspection	7	7	100.0000	\$3,078.00	\$2,616.30	\$461.70	\$0.00
NAS Part A Inspection	25	7	100.0000	\$6,412.50	\$5,450.62	\$961.88	\$0.00
CVSA Spring Workshop	3	5	100.0000	\$5,172.00	\$4,396.20	\$775.80	\$0.00
CVSA Annual Conference	4	5	100.0000	\$5,052.00	\$4,294.20	\$757.80	\$0.00
Post Crash	2	5	100.0000	\$4,016.00	\$3,413.60	\$602.40	\$0.00
ITD/Prism Workshop 2019	2	4	100.0000	\$2,714.61	\$2,307.42	\$407.19	\$0.00
On site safety audits	2	50	100.0000	\$7,050.00	\$5,992.50	\$1,057.50	\$0.00
Cargo Tank Training	5	5	100.0000	\$3,200.00	\$2,720.00	\$480.00	\$0.00
Other Bulk Training	6	4	100.0000	\$3,565.40	\$3,030.59	\$534.81	\$0.00
CVSA Board Meetings	1	10	100.0000	\$4,000.01	\$3,400.00	\$600.01	\$0.00
Refresher ELD Trainings	3	10	100.0000	\$4,000.00	\$3,400.00	\$600.00	\$0.00
MCSAP Conference	2	5	100.0000	\$2,750.00	\$2,337.50	\$412.50	\$0.00
TOTAL: Travel				\$141,042.52	\$119,886.13	\$21,156.39	\$0.00

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

State of Wyoming uses the federal per-diem rate for traveling both in-state and out-of-state. The costs are figured by number of personnel and if they have to travel by air or can drive to the location for meetings or training. If at all possible to save money we required them to drive if it is less money to drive to a location than to fly. Lodging is decided by how many personnel will be attending. If a large number of personnel will be attending the meeting or training, we require double occupancy this is in-state as well as, out-ofstate.

Level 6 instructor and one level 6 inspector attends the COHMED Conference to stay up-to-date on any regulation or policy changes for radiological shipments. The attendees for the CVSA Spring Workshop and Annual Conference are on CVSA Committees and bring back valuable information to our staff. MCSAP Conference - The MCSAP Manager and Grant Financial Manager will attend for up-dated information and changes to the CVSP. This is usually a required meeting from FMCSA.

NAS Part A and Part B classes are held in state as well as Hazardous Material Refresher and Training. These classes are to train new

inspectors to replace inspectors that have been promoted, resigned or retired. NAIC is attended by one person and the partnership with other state inspectors along with the training received during the competition for that individual is very valuable and is passed on to our inspections. RMRSR is attended by the Commercial Carrier Lieutenant to provide information to the other states and work a partnership for possible details to be performed on motor coaches and trucks along the borders. There is also training provided by the sponsoring state that is valuable and passed on to our troopers/inspectors. The motor coach and inspection details are attended by four inspectors for each detail due to the traffic and officer safety. Motor Carrier Officers are required to attend the Roadcheck detail in June. Routine travel is considered for meetings with industry, our personnel and carrier interventions/compliance reviews.

Post Crash training is usually set in Nebraska where the inspectors drive and stay in an academy setting. Two inspectors go to this training to keep up on any changes or training. Refresher ELD Training is attended by the Lieutenant and 2 Compliance Review Auditors to train on offsite investigations and violations and to pass any new information on to inspectors. This training will also include software IT systems. ITD/Prism Workshop has been coordinated with the annual MCSAP meeting so this is only on here in case the workshop is split off from the MCSAP meeting. It is used to stay up on any changes that the Grant Manager needs to be aware of and also to report back on to the various agencies that it influences. Other Bulk Training is to keep inspectors up to date with their certifications and is held either locally or with a close by state. No out of state travel is required and they are able to utilize double occupancy on hotels. Two CVSA Board Meetings that the Lieutenant would attend. WTA Conference is for the Wyoming Truckdriving Association as there are 3 honorary members on the board from WHP. CVSA Data Quality Conference is essential for our data quality to remain in the green and for our section to remain on top of any upcoming changes. These are out of state and required for the position. Per diem and an average air fare was used to base the cost on.

Hazmat Refresher/Update Training would be where inspectors would drive and stay in an academy setting. It will be put on by Hazmat Certified trainers. This would be used as a refresher and/or update for any new material. On site safety audits are for the 2 New Entrant Compliance inspectors. They travel to the location and perform the audit. As stated in the beginning of the narrative, the costs are figured by number of personnel and if they have to travel to the location for the training. Lodging is decided by how many personnel will be attending. If a large number of personnel will be attending the meeting or training, we require double occupancy this is in-state as well as, out-of-state. The State of Wyoming uses the federal per-diem rate for traveling in-state.

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
New Entrant/MCSAP Trucks w/ Accessories	2	\$33,080.62	100	\$66,161.24	\$56,237.05	\$9,924.19	\$0.00
Scales	14	\$5,000.00	100	\$70,000.00	\$59,500.00	\$10,500.00	\$0.00
TOTAL: Equipment				\$136,161.24	\$115,737.05	\$20,424.19	\$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.

New Entrant/MCSAP trucks and accessories used for traveling to sites for compliance reviews, audits and Meet Details. Due to the extreme weather conditions in Wyoming and the treacherous mountainous terrain, trucks (4x4) are necessary to go to businesses that are being reviewed. This would allow the auditors the ability to travel on any road condition.

Scales would be for meet trucks and used on details. The majority of our existing scales are 10 to 15 years old and are needing to be replaced or upgraded. One set of 4 scales range from \$20,000.00 to \$40,000.00. Wyoming is trying to replace scales slowly by purchasing four sets this year. One set was purchased in 2019 and four sets are scheduled to be purchased in 2020. There are a total of 5 MCSAP dedicated vehicles in Wyoming and all are needing replacements.

Part 4 Section 6 - Supplies

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

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

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

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

Supplies Project Costs							
Item Name	# of Units/ Unit of Measurement	Cost per Unit	% of Time on MCSAP Grant	Total Project Costs (Federal + State)	Federal Share	State Share	MOE
Office Supplies	90 each	\$60.48	100.0000	\$5,443.20	\$4,626.72	\$816.48	\$0.00
Creepers	10 each	\$100.00	100.0000	\$1,000.00	\$850.00	\$150.00	\$0.00
Manuals	300 each	\$10.00	100.0000	\$3,000.00	\$2,550.00	\$450.00	\$0.00
Inspection Supplies	15 each	\$108.15	100.0000	\$1,622.25	\$1,378.91	\$243.34	\$0.00
BDU & Web Gear	12 each	\$498.39	100.0000	\$5,980.68	\$5,083.57	\$897.11	\$0.00
CVSA OOS Handbooks	30 each	\$25.00	100.0000	\$750.00	\$637.50	\$112.50	\$0.00
Hazmat Reg Books	40	\$50.00	100.0000	\$2,000.00	\$1,700.00	\$300.00	\$0.00
FMCSR Books	230	\$20.00	100.0000	\$4,600.00	\$3,910.00	\$690.00	\$0.00
TOTAL: Supplies				\$24,396.13	\$20,736.70	\$3,659.43	\$0.00

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

Uniforms/Web Gear, Creepers, and other related inspection supplies - BDU's for Level 1 inspectors. At this time we just need to plan for 5 new level inspectors and some replacement gear.

BDU - \$ 498.39 X 12 = \$ 5980.68

Inspection supplies - \$ 108.15 x 15 = \$ 1,622.25

Office supplies - General office supplies (toner, folders, paper, etc.) for seven MCSAP employees in the Commercial Carrier Section at approximately \$ 64.80/month = Approx. \$ 5,443.20

Manuals are for Regs and Hazmat. Estimating ordering 300 for approximately \$10.00 per book based on previous invoices.

CVSA OOS Criteria Handbooks at \$25.00 x 40=1000.00

Additional Hazmat books for specific training. Ordering 40 books at approximately \$50.00 per book based on previous invoices.

FMCSR books. Ordering a combination of hardback and glove box edition with spiral bindings for an approximate average of \$20.00.

Part 4 Section 7 - Contractual and Subaward

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

Contractual – A contract is a legal instrument by which a non-Federal entity purchases property or services needed to carry out the project or program under a Federal award ([2 CFR §200.22](#)). 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
Lamar Outdoors	DUNS 460446615	Contract	100.0000	\$34,580.00	\$29,393.00	\$5,187.00	\$0.00
Description of Services: Billboards							
TOTAL: Contractual and Subaward				\$34,580.00	\$29,393.00	\$5,187.00	\$0.00

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

Lamar Outdoors has been providing the billboards in our high crash corridors for approximately twelve years. We continue to change the message on the billboards to project the current problem in that area. We have six billboards ranging from \$ 447.00 per month to \$ 780.00 per month depending on the location. These billboards are located in our high crash corridors and over the years we have seen some reduction of the crashes, and feel the billboards have contributed to some of the reduction. The signed contract is for \$34580.00.

Part 4 Section 8 - Other Costs

Other Costs are those not classified elsewhere and are allocable to the Federal award. These costs must be specifically itemized and described. The total costs and allocation bases must be explained in the narrative. Examples of Other Costs 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
Fleet Cost Mileage Repairs	1 ea	\$14,053.00	100.0000	\$14,053.00	\$11,945.05	\$2,107.95	\$0.00
Fuel Cost (Wright Credit Card)	1 ea	\$1,824.00	100.0000	\$1,824.00	\$1,550.40	\$273.60	\$0.00
Conference Costs	9 ea	\$500.00	100.0000	\$4,500.00	\$3,825.00	\$675.00	\$0.00
Iteris Maintenance Fee	1 ea	\$50,400.00	100.0000	\$50,400.00	\$42,840.00	\$7,560.00	\$0.00
HELP/PrePass Dues	1 ea	\$7,500.00	100.0000	\$7,500.00	\$6,375.00	\$1,125.00	\$0.00
Printing	1500 ea	\$0.25	100.0000	\$375.00	\$318.75	\$56.25	\$0.00
CVSA Decals	6000 ea	\$0.28	100.0000	\$1,680.00	\$1,428.00	\$252.00	\$0.00
CVSA Dues	1 ea	\$10,300.00	100.0000	\$10,300.00	\$8,755.00	\$1,545.00	\$0.00
TOTAL: Other Costs				\$90,632.00	\$77,037.20	\$13,594.80	\$0.00

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

Printing of our safety brochures 1500 ea x .25 = 375.00. These brochures are passed out to the motoring public and CMVs regarding no zone areas, winter driving, summer driving, distracted driving, etc. CVSA decals 6000 = @ .28 = \$ 1,680.00. Conference cost registrations the cost varies depending on the conference. Fuel cost (Wright Credit Card) - \$ 1,824.00 (this cost is from previous years amount for out-of-state travel or if the WYDOT gas pumps are down. Fleet cost (mileage/repairs) estimated mileage from previous year and used the rate equipment staff at WYDOT said to use because we have different class of vehicles and it would average out for the budget and actual charges will be requested in our reimbursements. CVSA dues - \$ 10300.00. This organization is responsible for the out-of-service criteria that we enforce when conducting inspections and they notified the states of any changes that are up-coming. Membership entitles us to partnership with other agencies and industry during all meetings that are held by CVSA.

Iteris Maintenance Fees are used to support CView and the Help Dues/PrePass are needed for PrePass which supports congestion mitigation for streamlining safety purposes for Commercial Carriers.

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	\$1,527,478.00	\$269,554.00	\$1,797,032.00

Summary of MCSAP Funding Limitations	
Allowable amount for Overtime without written justification (15% of Basic Award Amount):	\$269,554.00
MOE Baseline:	\$0.00

Estimated Expenditures				
Personnel				
	Federal Share	State Share	Total Project Costs (Federal + Share)	MOE
Level 3 Troopers	\$63,793.32	\$11,257.65	\$75,050.97	\$0.00
MC Lieutenant	\$36,694.84	\$6,475.56	\$43,170.40	\$0.00
MC Captain	\$4,089.38	\$721.66	\$4,811.04	\$0.00
Sr Accountant	\$29,488.47	\$5,203.85	\$34,692.32	\$0.00
POE Supervisor/Mgr	\$10,888.05	\$1,921.42	\$12,809.47	\$0.00
Level 1 POE Insp	\$32,225.86	\$5,686.92	\$37,912.78	\$0.00
Lvl 3 POE Insp	\$39,662.60	\$6,999.28	\$46,661.88	\$0.00
Training Hrs Inspectors	\$35,147.84	\$6,202.56	\$41,350.40	\$0.00
Level 1 Troopers	\$17,919.38	\$3,162.25	\$21,081.63	\$0.00
CR Inspectors	\$110,700.41	\$19,535.37	\$130,235.78	\$0.00
MC Troopers	\$150,683.10	\$26,591.14	\$177,274.24	\$0.00
Acct Analyst	\$36,862.80	\$6,505.20	\$43,368.00	\$0.00
Sr Acct Analyst	\$44,367.96	\$7,829.64	\$52,197.60	\$0.00
Salary Subtotal	\$612,524.01	\$108,092.50	\$720,616.51	\$0.00
Overtime	\$110,075.00	\$19,425.00	\$129,500.00	\$0.00
Overtime subtotal	\$110,075.00	\$19,425.00	\$129,500.00	\$0.00
Personnel total	\$722,599.01	\$127,517.50	\$850,116.51	\$0.00

Fringe Benefits				
	Federal Share	State Share	Total Project Costs (Federal + State)	MOE
Overtime	\$43,591.36	\$7,692.59	\$51,283.95	\$0.00
Training Hrs Inspect	\$24,034.04	\$4,241.30	\$28,275.34	\$0.00
Level 1 Troopers	\$15,840.22	\$2,795.33	\$18,635.55	\$0.00
MC Troopers	\$91,239.08	\$16,101.01	\$107,340.09	\$0.00
POE Supervisors	\$6,968.32	\$1,229.70	\$8,198.02	\$0.00
Lvl 1 POE Insp	\$17,232.97	\$3,041.11	\$20,274.08	\$0.00
Lvl 3 POE Insp	\$33,882.47	\$5,979.26	\$39,861.73	\$0.00
Level 3 Troopers	\$33,954.62	\$5,991.99	\$39,946.61	\$0.00
MC Lieutenant	\$39,679.62	\$7,002.29	\$46,681.91	\$0.00
MC Captain	\$3,381.88	\$596.80	\$3,978.68	\$0.00
Sr Accountant	\$23,107.62	\$4,077.81	\$27,185.43	\$0.00
CR Inspectors	\$45,523.20	\$8,033.50	\$53,556.70	\$0.00
Acct Analyst	\$28,885.69	\$5,097.47	\$33,983.16	\$0.00
Sr. Acct Analyst	\$34,767.00	\$6,135.35	\$40,902.35	\$0.00
Fringe Benefits total	\$442,088.09	\$78,015.51	\$520,103.60	\$0.00

Travel				
	Federal Share	State Share	Total Project Costs (Federal + State)	MOE
Hazmat Refresher Training	\$12,942.10	\$2,283.90	\$15,226.00	\$0.00
WTA Conference & Meetings	\$3,060.00	\$540.00	\$3,600.00	\$0.00
CVSA Data Quality Workshop	\$4,845.00	\$855.00	\$5,700.00	\$0.00
NAIC	\$1,852.15	\$326.85	\$2,179.00	\$0.00
Routine Mtgs & CRs	\$6,580.70	\$1,161.30	\$7,742.00	\$0.00
Roadcheck 2019	\$6,175.25	\$1,089.75	\$7,265.00	\$0.00
Motor Coach & Inspection Details	\$34,455.60	\$6,080.40	\$40,536.00	\$0.00
RMRSR - Rocky Mountain Regional Safety Rendezvous	\$2,040.00	\$360.00	\$2,400.00	\$0.00
COHMED	\$4,576.40	\$807.60	\$5,384.00	\$0.00
NAS Part B Inspection	\$2,616.30	\$461.70	\$3,078.00	\$0.00
NAS Part A Inspection	\$5,450.62	\$961.88	\$6,412.50	\$0.00
CVSA Spring Workshop	\$4,396.20	\$775.80	\$5,172.00	\$0.00
CVSA Annual Conference	\$4,294.20	\$757.80	\$5,052.00	\$0.00
Post Crash	\$3,413.60	\$602.40	\$4,016.00	\$0.00
ITD/Prism Workshop 2019	\$2,307.42	\$407.19	\$2,714.61	\$0.00
On site safety audits	\$5,992.50	\$1,057.50	\$7,050.00	\$0.00
Cargo Tank Training	\$2,720.00	\$480.00	\$3,200.00	\$0.00
Other Bulk Training	\$3,030.59	\$534.81	\$3,565.40	\$0.00
CVSA Board Meetings	\$3,400.00	\$600.01	\$4,000.01	\$0.00
Refresher ELD Trainings	\$3,400.00	\$600.00	\$4,000.00	\$0.00
MCSAP Conference	\$2,337.50	\$412.50	\$2,750.00	\$0.00
Travel total	\$119,886.13	\$21,156.39	\$141,042.52	\$0.00

Equipment				
	Federal Share	State Share	Total Project Costs (Federal + State)	MOE
New Entrant/MCSAP Trucks w/ Accessories	\$56,237.05	\$9,924.19	\$66,161.24	\$0.00
Scales	\$59,500.00	\$10,500.00	\$70,000.00	\$0.00
Equipment total	\$115,737.05	\$20,424.19	\$136,161.24	\$0.00

Supplies				
	Federal Share	State Share	Total Project Costs (Federal + State)	MOE
Office Supplies	\$4,626.72	\$816.48	\$5,443.20	\$0.00
Creepers	\$850.00	\$150.00	\$1,000.00	\$0.00
Manuals	\$2,550.00	\$450.00	\$3,000.00	\$0.00
Inspection Supplies	\$1,378.91	\$243.34	\$1,622.25	\$0.00
BDU & Web Gear	\$5,083.57	\$897.11	\$5,980.68	\$0.00
CVSA OOS Handbooks	\$637.50	\$112.50	\$750.00	\$0.00
Hazmat Reg Books	\$1,700.00	\$300.00	\$2,000.00	\$0.00
FMCSR Books	\$3,910.00	\$690.00	\$4,600.00	\$0.00
Supplies total	\$20,736.70	\$3,659.43	\$24,396.13	\$0.00

Contractual and Subaward				
	Federal Share	State Share	Total Project Costs (Federal + State)	MOE
Lamar Outdoors	\$29,393.00	\$5,187.00	\$34,580.00	\$0.00
Contractual and Subaward total	\$29,393.00	\$5,187.00	\$34,580.00	\$0.00

Other Costs				
	Federal Share	State Share	Total Project Costs (Federal + State)	MOE
Fleet Cost Mileage Repairs	\$11,945.05	\$2,107.95	\$14,053.00	\$0.00
Fuel Cost (Wright Credit Card)	\$1,550.40	\$273.60	\$1,824.00	\$0.00
Conference Costs	\$3,825.00	\$675.00	\$4,500.00	\$0.00
Iteris Maintenance Fee	\$42,840.00	\$7,560.00	\$50,400.00	\$0.00
HELP/PrePass Dues	\$6,375.00	\$1,125.00	\$7,500.00	\$0.00
Printing	\$318.75	\$56.25	\$375.00	\$0.00
CVSA Decals	\$1,428.00	\$252.00	\$1,680.00	\$0.00
CVSA Dues	\$8,755.00	\$1,545.00	\$10,300.00	\$0.00
Other Costs total	\$77,037.20	\$13,594.80	\$90,632.00	\$0.00

Total Costs				
	Federal Share	State Share	Total Project Costs (Federal + State)	MOE
Subtotal for Direct Costs	\$1,527,477.18	\$269,554.82	\$1,797,032.00	\$0.00
Total Costs Budgeted	\$1,527,477.18	\$269,554.82	\$1,797,032.00	\$0.00

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	\$1,527,478.00	\$269,554.00	\$1,797,032.00

Summary of MCSAP Funding Limitations	
Allowable amount for Overtime without written justification (15% of Basic Award Amount):	\$269,554.00
MOE Baseline:	\$0.00

Estimated Expenditures				
	Federal Share	State Share	Total Project Costs (Federal + State)	Planned MOE Costs
Salary Subtotal	\$612,524.01	\$108,092.50	\$720,616.51	\$0.00
Overtime Subtotal	\$110,075.00	\$19,425.00	\$129,500.00	\$0.00
Personnel Total	\$722,599.01	\$127,517.50	\$850,116.51	\$0.00
Fringe Benefits Total	\$442,088.09	\$78,015.51	\$520,103.60	\$0.00
Travel Total	\$119,886.13	\$21,156.39	\$141,042.52	\$0.00
Equipment Total	\$115,737.05	\$20,424.19	\$136,161.24	\$0.00
Supplies Total	\$20,736.70	\$3,659.43	\$24,396.13	\$0.00
Contractual and Subaward Total	\$29,393.00	\$5,187.00	\$34,580.00	\$0.00
Other Costs Total	\$77,037.20	\$13,594.80	\$90,632.00	\$0.00
	85% Federal Share	15% State Share	Total Project Costs (Federal + State)	Planned MOE Costs
Subtotal for Direct Costs	\$1,527,477.18	\$269,554.82	\$1,797,032.00	\$0.00
Indirect Costs	\$0.00	\$0.00	\$0.00	NA
Total Costs Budgeted	\$1,527,477.18	\$269,554.82	\$1,797,032.00	\$0.00

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? Christina Helsel
2. What is this person's title? Grant Manager
3. Who is your Governor's highway safety representative? Matthew D Carlson PE
4. What is this person's title? State Highway Safety Engineer

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

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

State Certification declaration:

I, Christina Helsel, Grant Manager, on behalf of the State of WYOMING, 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? Kebin Haller
2. What is the title of your certifying State official? Colonel
3. What are the phone # and email address of your State official? 307-777-4300 kebin.haller@wyo.gov

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

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

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

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

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

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

☐ Yes ☒ No

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

☐ Yes ☒ No