

# **MARYLAND**

## **Commercial Vehicle Safety Plan for the Federal Motor Carrier Safety Administration's Motor Carrier Safety Assistance Program Fiscal Year 2018**

**Date of Approval: Sep 17, 2018**

**Final CVSP**

## Part 1 - MCSAP Overview

### 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 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
- Part 3: National Emphasis Areas and State Specific Objectives
- Part 4: Financial Information
- 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 either a single year, or 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.

## 2 - Mission/Goal Statement

### Instructions:

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

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

The mission of the Maryland State Highway/Motor Carrier Division (SHA/MCD) is to reduce crashes, fatalities and injuries involving trucks and motor coaches while ensuring efficient and effective transportation of passengers, goods, and services for the benefit of all. It is accomplished by providing a framework that fosters inter-agency cooperation, public-private partnerships, enhanced regulatory activities, and use of emerging technology. Four State enforcement agencies and twenty local enforcement agencies support the overall mission through daily contact with commercial vehicle drivers and motor carrier representatives during traffic enforcement stops, roadside safety inspections, terminal inspections, educational contacts and CSA interventions.

### Guiding Principles:

1. We will continuously improve safety, striving to reduce crashes while improving government and industry productivity to achieve acceleration of economic growth in Maryland.
2. We will support the enhancement of safe inter-modal transportation systems.
3. We will obtain sustainable funding for the Maryland Motor Carrier Program.
4. We will develop and use performance measures to evaluate motor carrier operations and monitor progress toward meeting the program objectives.
5. We will regulate motor carriers in a coordinated, efficient, cost-effective, safety-enhancing, and consistent manner.
6. We will work for enactment of legislation and regulations that will be consistent with the FMCSR and HAZMAT regulations and enhance CMV safety.
7. We will constantly improve communications that will result in educated and informed audiences who actively participate in the Motor Carrier Program.
8. We will effectively use appropriate technology and associated procedures to support a safer, more effective and efficient Motor Carrier Program

### 3 - MCSAP Structure Explanation

#### 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 Maryland MCSAP is comprised of the Motor Carrier Division (MCD) of the Maryland State Highway Administration (SHA), four State enforcement agencies and 20 local enforcement agencies. The MCD has been designated as the lead agency to coordinate the efforts of data analysis, enforcement, and industry and safety groups. The MCD is responsible for writing, managing and monitoring numerous federal grants and for the management of the MCSAP. Additional duties include compiling the annual Size and Weight Enforcement Plan/Certification, the annual Commercial Vehicle Safety Plan (CVSP), and the CMV emphasis area of the Maryland Strategic Highway Safety Plan. The MCD is responsible for uploading all CMV crashes to SAFETYNET. There are seven positions in the Motor Carrier Division with various MCSAP responsibilities. The Commercial Vehicle Enforcement Division (CVED) of the Maryland State Police (MSP) is the lead enforcement agency for commercial vehicle safety in Maryland with a current (as of July, 2017) force of 160 MCSAP certified inspectors and cadets. Additional troopers, many past members of CVED, assigned to barracks across the state maintain their MCSAP certification and conduct safety inspections as part of their daily patrol duties. Within CVED, sworn police officers and civilian inspectors at 10 fixed Truck Weigh and Inspections Stations (TWIS) and on roving patrols throughout the State monitor vehicle safety by performing inspections, enforcing fuel tax regulations, and carrying out post-crash investigations. They give numerous safety presentations and work with SHA in the Judicial Outreach Program (JOP).

Beginning 2016, there were seven personnel cross-trained to perform "Compliance Safety & Accountability (CSA)" interventions, Preventive Maintenance Audits, New Entrant Safety Audits, and Security Contact Reviews on a full-time basis. With the retirement of one member of the unit, six personnel remained. Personnel performing New Entrant Safety Audits were funded through a combination of State funds and the MCSAP Basic grant. Maryland provides approximately 70% of the costs for Maryland inspectors to perform the approximate 1,000 New Entry Safety Audits conducted each year. Through the first three quarters of FFY17, Maryland has conducted over 900 New entrant audits (source: 24-1 program) and is on pace to conduct over 1000 audits per year. These in-terminal procedures allow our inspectors the opportunity to review documents and vehicles that they will never see at roadside.

The CVED uploads all inspection data to SAFETYNET, an automated management information system maintained by the FMCSA. They are also responsible for enforcement of Maryland's Diesel Emissions and Noise Abatement Programs. In addition to the re-certification of current inspection personnel, training was provided in the following courses for personnel in CVED and all other allied agencies: North American Inspectors Course Parts A and B, Motor Coach Course, General Hazardous Materials, Cargo Tank Inspectors Courses and the Electronic Mobile Mapping Technologies course. CVED training unit personnel also taught as Associate Staff Instructors for FMCSA's National Training Center in various locations in other states and U.S. territories.

The Commercial Vehicle Safety Unit (CVSU) of the Maryland Transportation Authority Police (MDTAP) has 74 certified inspectors (as of July, 2017) conducting all the enforcement at the TWIS located on Maryland toll facility highways. The TWIS on I-95 at Perryville is the largest in the State with the greatest potential throughput of commercial vehicles. They also have roving units to provide traffic enforcement and inspections away from the stations. The CVSU also provides enforcement at the Maryland Port of Baltimore (POB) and the BWI Thurgood Marshall Airport. The Maryland Department of Energy (MDE)'s Hazardous Materials Compliance Section (HMCS) has five certified inspectors (as of July, 2017) and is responsible for the safe transportation of hazardous materials. This is accomplished by enforcement of the regulations through inspections and investigations at roadside and in-terminal. Personnel from HMCS have expertise and technical resources regarding hazardous materials that far exceed that of other programs. They have one inspector that is trained to perform New Entrant Safety Audits. The Public Service Commission (PSC), with five certified inspectors, performed over 88% of the approximately 4,285 motor coach and bus inspections conducted in CY2016. Most of these inspections were performed as Level V inspections. In CY2016, of the 107,211 inspections completed, 63% were conducted by the CVED, 25% by the CVSU, and 12% by the other participants (inspection data was obtained from the CVED database for the calendar year 2016). Enforcement personnel from local cities or counties make up the balance of our program, performing traffic enforcement and inspections on roads not patrolled by larger agencies. As of July, 2017 there are 20 local agencies (123 inspectors) that participate in the MCSAP program. Although in the past two years two of the smaller enforcement agencies were no longer able to participate in the program due to the loss of certified personnel, we remain active in our efforts to recruit new agencies.

There are 13 fixed inspection sites in Maryland – 10 of which are operated by the CVED of the MSP, and three of which are operated by the CVSU of the MDTAP. These fixed sites are strategically located to provide the maximum coverage on interstate and U.S. truck routes. Additionally, roving units are deployed out of the TWIS to intercept potential non-compliant trucks attempting to bypass stations on alternate routes. These roving teams also perform traffic enforcement. The roving units will stop trucks and perform inspections on safe shoulders or lots or on one of Maryland's ten mobile paved, pull-off locations throughout the state. Maryland now has 12 virtual weigh stations operational on MD 213, I-83, I-95 at Caton Avenue in Baltimore City, I-695, Northbound and Southbound I-895 at the Harbor Tunnel, Route 301 in southern Maryland, Route 50 (Eastbound and Westbound) at the Bay Bridge, MD 32 and Eastbound US40 in Harford County and US40 Westbound in Cecil County. The success of the virtual weigh stations has led to the approval and funding of 9 additional virtual weigh stations throughout the state. Ten of the stations will eventually be located near Maryland's toll highways and tunnels. These virtual sites have provided numerous pictures and reports used to identify potentially unsafe trucks in order to enhance highway safety. The Commercial Vehicle Enforcement Division (CVED) uses the images from these sites to plan enforcement actions and catch overweight CMVs such as dump trucks and tankers from taking rural bypass routes around our weigh stations and traveling overloaded across the Bay Bridge. Altogether, this web of facilities and agency partnerships has made Maryland a national leader in the number of inspections annually performed and number one in inspections performed per lane mile. On July 31, 2014, the American Transportation Research Institute (ATRI) released the results of a study titled, "Evaluating the Impact of Commercial Motor Vehicle Enforcement Disparities on Carrier Safety Performance." Within the study, ATRI developed a weighted formula to identify the "Top 10" high-performance states with the intent to allow "both industry and the enforcement community to benefit from the Best Practices of those leading states." Based on their methodology, Maryland placed 1st overall with a total of 73 points awarded, nearly double the points awarded to the 2<sup>nd</sup> ranking state. During September of 2015, Maryland was also awarded a "Comprehensive Investigations Award" by FMCSA for "the highest achieving comprehensive investigations program in fiscal year 2014."

#### Maryland's Participating Agencies:

Maryland State Police  
 Maryland Transportation Authority Police  
 Maryland Department of Environment  
 Maryland Public Service Commission  
 Maryland Department of Transportation (MCD)  
 Anne Arundel County Police Department  
 Baltimore County Police Department  
 Calvert County Sheriff's Office  
 Carroll County Sheriff's Office  
 Charles County Sheriff's Office  
 Department of the Army – A.P.G. Police Department  
 Frederick County Sheriff's Office  
 Greenbelt City Police Department  
 Harford County Sheriff's Office  
 Howard County Police Department

Kent County Sheriff's Office  
LaPlata Police Department  
Montgomery County Police Department  
Ocean City Police Department  
Prince Georges County Police Department  
Queen Anne's County Sheriff's Office  
Rockville Police Department  
St. Mary's County Sheriff's Office  
Talbot County Sheriff's Office  
Washington County Sheriff's Office

**4 - MCSAP Structure****Instructions:**

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

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

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

Lead Agency Information	
Agency Name:	MD STATE HIGHWAY ADMIN.
Enter total number of personnel participating in MCSAP activities	4
<b>National Program Elements</b>	<b>Enter # personnel below</b>
Driver and Vehicle Inspections	2
Traffic Enforcement Activities	2
Investigations*	0
Public Education and Awareness	3
Data Collection and Reporting	3
* Formerly Compliance Reviews and Includes New Entrant Safety Audits	

Subrecipient Information	
Agency Name:	MARYLAND STATE POLICE
Enter total number of personnel participating in MCSAP activities	174
<b>National Program Elements</b>	<b>Enter # personnel below</b>
Driver and Vehicle Inspections	174
Traffic Enforcement Activities	147
Investigations*	14
Public Education and Awareness	147
Data Collection and Reporting	30
* Formerly Compliance Reviews and Includes New Entrant Safety Audits	

Subrecipient Information	
Agency Name:	MARYLAND DEPARTMENT OF ENVIRONMENT
Enter total number of personnel participating in MCSAP activities	5
<b>National Program Elements</b>	<b>Enter # personnel below</b>
Driver and Vehicle Inspections	5
Traffic Enforcement Activities	5
Investigations*	1
Public Education and Awareness	5
Data Collection and Reporting	2
* Formerly Compliance Reviews and Includes New Entrant Safety Audits	

Non-funded Agency Information	
Total number of agencies:	22
Total # of MCSAP Participating Personnel:	202

## Part 2 - Crash Reduction and National Program Elements

### 1 - Overview

*Part 2 allows the State to provide past performance trend analysis and specific goals for FY 2018 in the areas of crash reduction, roadside inspections, traffic enforcement, audits and investigations, safety technology and data quality, and public education and outreach.*

*In past years, the program effectiveness summary trend analysis and performance goals were separate areas in the CVSP. Beginning in FY 2018, these areas have been merged and categorized by the National Program Elements as described in [49 CFR 350.109](#). This change is intended to streamline and incorporate this information into one single area of the CVSP based upon activity type.*

**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 State Quarterly Report and CVSP Data Dashboard, and/or the CVSP Toolkit on the A&I Online website. The Data 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/StatePrograms/Home.aspx>. 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.*



## 2 - CMV Crash Reduction

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

### Trend Analysis for 2012 - 2016

#### 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			
01/01/2016	12/31/2016	66	64	66
01/01/2015	12/31/2015	66	64	66
01/01/2014	12/31/2014	51	66	51
01/01/2013	12/31/2013	58	68	58
01/01/2012	12/31/2012	70	0.1170	0.1240

**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			
01/01/2016	12/31/2016	0	0	0
01/01/2015	12/31/2015	4	0	4
01/01/2014	12/31/2014	0	0	0
01/01/2013	12/31/2013	0	0	0
01/01/2012	12/31/2012	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			
01/01/2016	12/31/2016	0	0	0
01/01/2015	12/31/2015	0	0	0
01/01/2014	12/31/2014	0	0	0
01/01/2013	12/31/2013	0	0	0
01/01/2012	12/31/2012	0	0	0

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

Crash data for years 2012 - 2016 extracted from the Maryland Automated Crash Reporting System (ACRS) database dated June 21, 2017.

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

Trend Analysis: CY2012 - CY2016

In the past, when we established our three-year objective in the FFY2014 CVSP for the period of 1/1/13 through 12/31/15, we changed our goal measurement from fatal crashes per 100M VMT to the actual number of fatalities. Our multi-year objective was to reduce the number of fatalities that occurred in our baseline year CY 2012 (70) down to 64 fatalities in CY2015 (the FY2014 CVSP incorrectly had 62 fatalities as the stated goal - actual goal was to reduce fatalities by 6 lives over 3 years which would be down to 64 fatalities).

At the first-year mark (the end of CY2013) we had experienced a total of 58 fatalities for the CY2013. Our first-year benchmark would have been to reduce fatalities by two to a total of 68 for CY2013. For CY2014, our goal would have been an overall reduction of four fatalities to 66 total fatalities for the CY2014. We were again already below our multi-year goal of only 64 fatalities by the end of calendar year 2015 when we experienced 50 fatalities in CY2014, a further reduction in the previous year's total. Although we had met and actually exceeded our three-year goal by the end of the first and second years, we continued to work towards our stated multi-year goal of reducing fatalities to 64 for the CY2015. Unfortunately, we experienced 66 fatalities in CY2015. The increase was not unexpected due to improving economic conditions in the state and the anticipated increase in truck traffic on the highways. For CY2016, we again experienced 66 fatalities across the state while experiencing a slight increase in the actual number of fatal crashes.

Our high crash areas in the Baltimore/Washington Metro area (Baltimore, Montgomery and Prince George's Counties) have been a focus of enforcement efforts in our endeavor to reduce fatal CMV crashes. In CY2016, Baltimore County experienced 5 fatal crashes, which was below the five-year average of 6.6 fatal crashes (CY11 – CY15). Prince Georges County experienced 8 fatal crashes, which was a significant decrease from the 12 fatal crashes experienced in CY2015 and below the five-year average of 8.6 fatal crashes per calendar year. Montgomery County saw a total of 3 fatal crashes in CY2016, a reduction from the 4 fatal crashes in CY2015 and below the five-year average of 3.4 fatal crashes. The 18 total fatal crashes in the 3 counties in CY2016 accounted for 29% of all CMV related fatal crashes across the state. As a comparison, in CY2011 the 3 counties accounted for 41% of all fatalities and in 2012 there were a total of 21 CMV related fatal crashes in the 3 counties accounting for 37% of all CMV fatal crashes across the states. Although CY2016 saw an overall increase of 5 fatal crashes over CY2015, the number of actual fatalities (66) remained the same as CY2015.

Over the past years our special programs and initiatives focusing enforcement in the high crash of the Baltimore/Washington metro areas have been very successful in identifying unsafe trucks and drivers. We will continue to focus efforts in these areas while also maintaining aggressive enforcement across the state. We will continue to discuss these increases with enforcement personnel in those affected counties and we will perform a more detailed analysis of which highways may require increased enforcement. As can be expected with any focused initiative, maintaining adequate manpower in specific areas for extended periods of time can be challenging as the need to shift manpower to other areas of the state can arise at any time. We will continue to fund special initiatives in those areas of greatest concern to reduce the number of fatal crashes and fatalities involving commercial vehicles.

**Motor Coach Reduction Goals:**

The State has not had a passenger transportation safety problem over the past years and did not establish a specific passenger transportation crash reduction goal in 2017. Although there were 4 motor coach involved fatalities (4 total accidents of which 2 were determined to be the fault of the motor coach) in CY2014, there were no motor coach involved fatalities in CY2016. The overall number of motor coach accidents (all accident types) in CY2016 (11) was well below the previous 5 year average (CY2011 – CY2015) of 17 crashes. Even with the low number, the State continued traffic enforcement and enforcement of the FMCSRs regulations for passenger transportation CMVs in a manner consistent with its enforcement for all CMVs and other activities as described within the CVSP. (Crash data extracted from the Maryland Automated Crash Reporting System (ACRS) database dated June 21, 2017).

Motor coach destination initiatives were conducted at destination locations/events where motor coaches would be in operation. Additionally, our ongoing "OPERATION BUS" initiative provides funding across the state for the daily enforcement of moto coaches. During CY2016, Maryland inspectors conducted 4285 motor coach inspections. Inspectors from Maryland's Public Service Commission conducted most of the 3490 motor coach terminal inspections. (Inspection data extracted from SAFETYNET data supplied by MSP).

**Hazardous Materials Crash Reduction Goals:**

The State has not had a Hazardous Materials Transportation safety problem and did not establish a specific Hazardous Materials Transportation crash reduction goal in 2017. However, the State continued traffic enforcement and enforcement of the FMCSRs regulations for Hazardous Materials CMVs in a manner consistent with its enforcement for all CMVs and other activities as described within the CVSP.

As in past years, the MSP CVED assigned personnel to conduct HazMat targeted enforcement (fireworks haulers) in the area of Baltimore City during the 2016 and 2017 July 4th celebrations.

There were no Hazardous Materials Transportation fatalities in CY2016

**Narrative Overview for FY 2018****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.****Historical Problem:**

During CY2012, 70 lives were lost on Maryland highways in accidents involving heavy trucks and busses. This had been the second year in a row that we had experienced an increase in the number of fatalities from a low of 43 in 2010. Of the 70 fatalities that had occurred in CY2012, 27 (38.5%) of those fatalities resulted from crashes on highways in Baltimore County, Montgomery County and Prince George's County. Increasing congestion in those areas has resulted in more trucks and cars on the road with less space between vehicles and more merging maneuvers. As a result, there have been more rear-end collisions with drivers that drive aggressively. The Capital Beltway around Washington, D.C. has a greater number of high crash sections than any other road or corridor in the state. Our reduction goal was established in response to the higher number of fatalities that had occurred in CY2012 and further analysis which show that a majority of CMV fatal crashes occur in those identified counties. Over the previous five years (CY2011 – CY2015), 93 of the 267 CMV fatal crashes (35%) have occurred in those counties. In CY2016, 28% of CMV fatal crashes occurred in the three counties, showing that although crashes have been reduced in the counties, there remains a need to focus enforcement in those geographical areas.

**Measurement/Analysis:**

Using Maryland's Automated Crash Reporting System's current crash data and crash data extracted from the previous EMAARS data base, CMV crash trends can be measured and analyzed to better understand Maryland's CMV crash problems. Daily briefings from MSP CVED are an additional source of "real-time" information regarding CMV crashes that are occurring on State roads and interstates across Maryland.

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

Crash data extracted from ACRS dated June 21, 2017.

**Projected Goal for FY 2018****Enter Crash Reduction Goal:**

Our goal for CY2017 will be to reduce the number of CMV related fatalities from 66 in CY2016 to 64 in CY2017. This reduction of 2 fatalities is the same as our previous year's goal. While CMV fatalities in Maryland have been trending up over the past 5 years, we are nonetheless setting a goal to stop the trend and reduce the fatalities in 2017.

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

As in past years, to maintain efforts in the targeted area, the State will continue to use focused traffic enforcement along the I-95 Corridor and Beltways for Baltimore and Washington. Efforts in these geographical areas will ensure additional compliance with federal safety regulations and Maryland Vehicle Laws and help us meet our crash reduction goals. Enforcement initiatives in high crash areas that have proven successful in the past will continue to be funded. We will provide overtime funding to CVED for specific initiatives on the Beltways and the stretch of I-95 between the Beltways throughout the year. The specific amount of effort directed

through these focused initiatives are included in the detailed description of each initiative below.

#### **OPERATION BASH and I-95(AGGRESSIVE DRIVERS) Initiatives:**

Baltimore County Action for Safer Highways (BASH) is a special enforcement initiative conducted on and around Interstate 695 (Baltimore Beltway) utilizing roving crews comprised of one trooper and an inspector or cadet. They also maintain surveillance of known bypass routes around the I-83 inspection facility. Over the past years, our BASH Program has been a success and has identified many unsafe trucks on and around Interstate 695. For CY2016, we realized the following enforcement efforts for BASH: Inspection crews dedicated 569 enforcement hours to the BASH initiative in CY2016 (47% increase over CY2015) and conducted 477 inspections.

Maryland's goal for CY2017 will be 500 enforcement hours dedicated to BASH and to conduct at least 475 inspections. This effort is very close to our accomplishments for CY2016. Since we now allow those inspectors working the AGGRESSIVE DRIVER initiative to work on I-695 due in addition to I-95 due to the close geographical relationship between I-95 and I-695 in Baltimore County, some of the enforcement efforts previously captured under BASH are now captured under the AGGRESSIVE DRIVER initiative. The focus on I-695 will remain high.

Operation I-95(AGGRESSIVE DRIVERS) focuses enforcement attention on the high crash corridor of I-95 between the Baltimore and Washington D.C. Beltways. Special attention is focused on commercial vehicles being driven aggressively as enforcement personnel seek out trucks for inspection. Roving crews can pull drivers to the side of the road on a wide shoulder or escort them into the TWIS at the I95 Park and Ride. As with the BASH initiative, the I-95(AGGRESSIVE DRIVERS) initiative has been very successful in identifying hundreds of unsafe trucks on the I-95 corridor between Baltimore and Washington, D.C. Operation I-95 saw a reduction in enforcement stats in CY2016 when compared to CY2015, however we exceeded our CY2016 goals. Inspection crews dedicated almost 1300 hours to the Operation I-95 initiative in CY2016 (goal: 1000 hours) and conducted just over 900 Level I and Level II inspections (goal: 800 inspections). Operation I-95 continued to be productive in CY2016 and we anticipate increasing our efforts in Cy2017. Maryland's goal for CY2017 will be to dedicate at least 1600 work hours to Operation I-95 and conduct at least 1250 inspections. These are substantial increases of 25%(hours) and 37%(inspections) over the CY2016 totals.

#### **SMOOTH OPERATOR Program:**

Maryland will continue to fund and participate in the Smooth Operator Program in CY2017. During the first week of June, July, August, and September of 2016, the combined enforcement agencies of Maryland and D.C increased hours of operation and focused on aggressive driving actions of all vehicles, including those involving CMVs. In 2016, Smooth Operator waves were again scheduled for June, July, August and September with the focused message being aggressive driving around trucks. During 2017, Maryland will continue to utilize all available inspection personnel to place additional focus on Smooth Operator enforcement during each the Smooth Operator waves while conducting normal commercial vehicle enforcement operations. For CY2017, we anticipate again spending approximately \$250,000 on media messages, in conjunction with the Smooth Operator Program, regarding aggressive driving around trucks on Maryland Highways. Local media stations have already begun airing messages during the 2017 Smooth Operator program, while billboards and gas station toppers will be strategically placed and will continue this powerful message throughout the campaign.

#### **OPERATION TAILGATE Initiative**

We will continue to fund the OPERATION TAILGATE initiatives in CY2017 and CY2018 in our efforts to reduce crashes in the Capital Beltway region. During CY2016, two OPERATION TAILGATE initiatives took place. Although only one operation was initially planned for CY2016 with a second being considered if adequate manpower was available, two operations took place. During CY2016, Maryland inspectors dedicated 1144 hours to OPERATION TAILGATE and conducted over 580 inspections (both were increases over CY2015: 667 hours, 530 inspections). Due to manpower constraints, Maryland will set a similar goal set for CY2016 of dedicating at least 600 work hours and conducting a total of 350 safety inspections during the OPERATION TAILGATE initiatives in 2017.

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

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

The State will monitor and evaluate the effectiveness of its CMV Crash Reduction Goal quarterly and annually by evaluating the following data elements:

Program output measures such as, initiatives performed, number of inspections, number of citations and warnings issued, etc. will be collected and reported quarterly and crash results from the new ACRS program database will be reported annually. Crash data for the CVSP will be extracted from our new all electronic Automated Crash Reporting System (ACRS) database. All program and strategy reviews will be evaluated within the twelve-month period from January 1 through December 31, 2017. CVED will provide enforcement stats for all initiatives performed each quarter to the MCD, to include the BASH, I-95 and OPERATION TAILGATE initiatives.

Stats for the Smooth Operator enforcement waves will be collected by the Program Coordinator in the Maryland Highway Safety Office and provided to the MCD by the month following the wave.

### 3 - Roadside Inspections

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

**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 2012 - 2016**

Inspection Types	2012	2013	2014	2015	2016
Level 1: Full	30124	29701	24671	24545	24785
Level 2: Walk-Around	58095	69334	70148	68151	65006
Level 3: Driver-Only	19818	19005	13836	13133	13290
Level 4: Special Inspections	328	395	211	607	410
Level 5: Vehicle-Only	3340	3471	3439	4064	3696
Level 6: Radioactive Materials	18	18	21	21	16
<b>Total</b>	<b>111723</b>	<b>121924</b>	<b>112326</b>	<b>110521</b>	<b>107203</b>

#### **Narrative Overview for FY 2018**

##### **Overview:**

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

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

The State has a comprehensive program including all National Program Elements, emphasizing quantity and quality. The State has 13 permanent Truck Weigh & Inspection Stations (TWIS) which are in operation between 8 and 16 hours weekdays and varying hours at night and on weekends. There are also 10 mobile, paved pull-off sites that roving crews use periodically as a base of operations. Maryland now has 12 virtual weigh stations operational on MD 213, I-83, I-95 at Caton Avenue in Baltimore City, I-695, Northbound and Southbound I-895 at the Harbor Tunnel, Route 301 in southern Maryland, Route 50 (Eastbound and Westbound) at the Bay Bridge, MD 32 and Eastbound US40 in Harford County and US40 Westbound in Cecil County. The success of the virtual weigh stations has led to the approval and funding of 9 additional virtual weigh stations throughout the state. Ten of the stations will eventually be located near Maryland's toll highways and tunnels. These virtual sites have provided numerous pictures and reports used to identify potentially unsafe trucks to enhance highway safety. The Commercial Vehicle Enforcement Division (CVED) uses the images from these sites to plan enforcement actions and catch overweight CMVs such as dump trucks and tankers from taking rural bypass routes around our weigh stations and traveling overloaded across the Bay Bridge. These sites provide a blanket of coverage for Maryland and its major cities. Altogether, this web of facilities and agency partnerships has made Maryland a national leader in the number of inspections annually performed and number one in inspections performed per lane mile. Maryland participates in all the National safety programs (Operation Air Brake, North American Inspector Competition, Roadcheck, Safe Driver, etc.).

In CY2016, the State conducted over 107,000 inspections (SafetyNet Stats provided by CVED), making us one of the top producers (Number 6 in CY2016) of all the states. Only the very large states of California, Florida, New York, Pennsylvania and Texas conducted more safety inspections than Maryland (source: MCMIS snapshot as of 6/30/2017). Our low number of lane miles compared to the larger states makes our numbers even more impressive. As such, we will concentrate on improving the quality of our inspection program and not just increasing the number of the inspections conducted. During CY2016, together the MSP CVED and MdTAP CVSU alone dedicated over 204,000 work hours toward MCSAP enforcement. In CY2016, Level III inspections accounted for only 12.4% of our total inspections, while Level II inspections accounted for 60.63% of total inspections. Level I inspections accounted for 23.12% of all inspections.

Maryland has several roving crews that work traffic enforcement individually or in tandem with another crew. Crews will work TWIS bypass roads to prevent non-compliant trucks from avoiding detection at the TWIS. They also work specific high crash locations throughout the state during regular and overtime hours. Some of these corridors include the beltways around Baltimore and D.C. and the portion of I-95 between them. Maryland conducts HAZMAT inspections daily with certified CVED & CVSU HAZMAT inspectors. The Transportation Section of the Maryland Department of the Environment works with our police agencies at TWIS, on special roadside enforcement and at shippers and fuel depots. A small unit of the CVED and MDE are also trained to conduct Level VI inspections and can provide escorts as required.

Both the CVED and the CVSU report daily enforcement statistics through our 24-1 program daily. The data includes a detailed breakdown of all inspection and traffic enforcement efforts by the agencies. Other State and local agencies report enforcement efforts through CVED



and to the MCD. Results of special targeted initiatives are captured by the CVED and reported to the MCD in special reports. The MCD can work closely with enforcement agencies to ensure geographical areas of concern receive special attention. Periodic reviews of high crash areas in the state are conducted and the information is passed on to the CVED, CVSU and to local agencies for targeted enforcement if warranted.

In addition to the large State enforcement agencies, 20 local police agencies participate in the state's CMV safety inspection program and have personnel who conduct roadside inspections. These departments range from small town departments to large county police and sheriff's offices throughout Maryland. All agencies that conduct inspections are required to adhere to the MCSAP policy set forth by the Maryland State Police and are granted authority to conduct inspections by the Superintendent of the MSP. All agencies are required to upload safety inspections, which can then be monitored with statistics compiled by the MSP and forwarded to the MCD. The MCD meets periodically with all enforcement agencies to ensure the effectiveness and consistency of Maryland's inspection program.

## Projected Goals for FY 2018

### Instructions for Projected Goals:

Complete the following tables in this section indicating the number of inspections that the State anticipates conducting during Fiscal Year 2018. For FY 2018, 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:** MD STATE HIGHWAY ADMIN.

**Enter the total number of certified personnel in the Lead agency:** 2

Projected Goals for FY 2018 - Roadside Inspections					
Inspection Level	Non-Hazmat	Hazmat	Passenger	Total	Percentage by Level
Level 1: Full	64	0	0	64	61.54%
Level 2: Walk-Around	0	32	8	40	38.46%
Level 3: Driver-Only	0	0	0	0	0.00%
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%
<b>Sub-Total Lead Agency</b>	<b>64</b>	<b>32</b>	<b>8</b>	<b>104</b>	

**MCSAP subrecipient agency**

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

**Subrecipient is:** MARYLAND STATE POLICE

**Enter the total number of certified personnel in this funded agency:** 174

Projected Goals for FY 2018 - Subrecipients					
Inspection Level	Non-Hazmat	Hazmat	Passenger	Total	Percentage by Level
Level 1: Full	12974	408	31	13413	18.04%
Level 2: Walk-Around	50266	1379	189	51834	69.70%
Level 3: Driver-Only	8767	15	10	8792	11.82%
Level 4: Special Inspections	105	6	0	111	0.15%
Level 5: Vehicle-Only	15	4	200	219	0.29%
Level 6: Radioactive Materials	0	3	0	3	0.00%
<b>Sub-Total Funded Agencies</b>	<b>72127</b>	<b>1815</b>	<b>430</b>	<b>74372</b>	

MARYLAND DEPARTMENT OF

**Subrecipient is:** ENVIRONMENT

**Enter the total number of certified personnel in this funded agency:** 5

Projected Goals for FY 2018 - Subrecipients					
Inspection Level	Non-Hazmat	Hazmat	Passenger	Total	Percentage by Level
Level 1: Full	0	350	0	350	26.42%
Level 2: Walk-Around	0	975	0	975	73.58%
Level 3: Driver-Only	0	0	0	0	0.00%
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%
<b>Sub-Total Funded Agencies</b>	<b>0</b>	<b>1325</b>	<b>0</b>	<b>1325</b>	

**Non-Funded Agencies**

Total number of agencies:	22
Enter the total number of non-funded certified officers:	202
Enter the total number of inspections projected for FY 2018:	39580

**Summary**

## Projected Goals for FY 2018 - Roadside Inspections Summary

<b>Projected Goals for FY 2018 Summary for All Agencies</b>					
<b>MCSAP Lead Agency: MD STATE HIGHWAY ADMIN.</b>					
<b># certified personnel: 2</b>					
<b>Subrecipient Agencies: MARYLAND DEPARTMENT OF ENVIRONMENT, MARYLAND STATE POLICE</b>					
<b># certified personnel: 179</b>					
<b>Number of Non-Funded Agencies: 22</b>					
<b># certified personnel: 202</b>					
<b># projected inspections: 39580</b>					
Inspection Level	Non-Hazmat	Hazmat	Passenger	Total	Percentage by Level
Level 1: Full	13038	758	31	13827	18.24%
Level 2: Walk-Around	50266	2386	197	52849	69.72%
Level 3: Driver-Only	8767	15	10	8792	11.60%
Level 4: Special Inspections	105	6	0	111	0.15%
Level 5: Vehicle-Only	15	4	200	219	0.29%
Level 6: Radioactive Materials	0	3	0	3	0.00%
<b>Total ALL Agencies</b>	<b>72191</b>	<b>3172</b>	<b>438</b>	<b>75801</b>	

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

Maryland agrees that driver error is responsible for the vast majority of crashes but does not agree with the emphasis area recommendation of conducting a 33% minimum of Level III inspections. The State currently includes the driver in over 96% of our inspections (CY2016 Inspections). The majority of these inspections were level II which provides the inspector with a close look at the driver, much of the vehicle and the load. The additional time spent reviewing the load and vehicle provides for increased vehicle safety as well as opportunities for drug interdiction and security screening. Much of the drug interdiction training our troops received in Desert Snow classes would not be possible to utilize in Level III inspections. In an attempt to validate our increased focus on drivers during level II inspections, we reviewed the Driver Out-Of-Service (DOOS) rates for each of these inspection levels. We found in CY2016 that Level III Inspections had a DOOS rate of 6.7% while Level II Inspections had a DOOS rate of 6.6%. Maryland has and will continue this greater focus on driver elements in all levels of inspection without setting a target of 33% level III Inspections.

**4 - Investigations**

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



**The 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 2012 - 2016**

<b>Investigative Types - Interstate</b>	<b>2012</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>
Compliance Investigations	0	0	0	0	0
Cargo Tank Facility Reviews	0	0	0	0	0
Non-Rated Reviews (Excludes CSA & SCR)	0	0	0	0	0
CSA Off-Site	0	0	0	0	0
CSA On-Site Focused/Focused CR	0	0	0	0	0
CSA On-Site Comprehensive	12	6	11	8	6
<b>Total Investigations</b>	<b>12</b>	<b>6</b>	<b>11</b>	<b>8</b>	<b>6</b>
Total Security Contact Reviews	0	0	0	0	0
Total Terminal Investigations	0	0	0	0	0

<b>Investigative Types - Intrastate</b>	<b>2012</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>
Compliance Investigations	0	0	0	0	0
Cargo Tank Facility Reviews	0	0	0	0	0
Non-Rated Reviews (Excludes CSA & SCR)	0	0	0	0	0
CSA Off-Site	0	0	0	0	0
CSA On-Site Focused/Focused CR	0	0	0	0	0
CSA On-Site Comprehensive	242	157	165	155	140
<b>Total Investigations</b>	<b>242</b>	<b>157</b>	<b>165</b>	<b>155</b>	<b>140</b>
Total Security Contact Reviews	0	0	0	0	0
Total Terminal Investigations	0	0	0	0	0

**Narrative Overview for FY 2018****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 2018**

**Complete the table below indicating the number of investigations that the State anticipates conducting during FY 2018.**

Projected Goals for FY 2018 - Investigations		
Investigative Type	Interstate Goals	Intrastate Goals
Compliance Investigations	0	0
Cargo Tank Facility Reviews	0	0
Non-Rated Reviews (Excludes CSA & SCR)	0	0
CSA Off-Site	0	0
CSA On-Site Focused/Focused CR	0	0
CSA On-Site Comprehensive	30	145
<b>Total Investigations</b>	<b>30</b>	<b>145</b>
Total Security Contact Reviews	0	0
Total Terminal Investigations	0	0

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

Current Year: For FFY2017, Maryland State inspectors have conducted or are currently planning to conduct the following: INTERSTATE REVIEWS: (10) CSA On-Site Comprehensive Reviews. INTRASTATE REVIEWS: (120) CSA On-Site Comprehensive Reviews. Total Performed/Planned in FY2016: 130 Carrier Investigations. The CR unit has been short one investigator since July of 2016. A new investigator is currently being trained, but is not expected to be fully qualified to conduct reviews until January of 2018. Additionally, efforts were again focused more on New Entrant Safety Audits during FFY2017 than anticipated which led to falling short of the stated goals for compliance reviews. Objective that had been set for FFY2017: Conduct 178 Carrier Investigations. For FFY2018, we are striving to conduct more reviews than are anticipated to have been completed for FFY2017. With the addition, and completed training, of a new investigator by the 2nd quarter of FFY2018, we will be working to increase the number of completed reviews over the previous year. As in past years, our award-winning compliance review unit will perform primarily on-site comprehensive intrastate reviews. Since the investigator is already on-site, we feel that the comprehensive review is a more valuable use of the inspector's time when preparation and travel to the site are considered.

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

The State of Maryland currently has five MSP inspectors cross-trained to do compliance reviews (CR), Safety Audits (SA), and all levels of CSA Interventions on a full-time basis and one supervisor who is also trained and oversees the unit. Currently, there is one additional employee being trained to conduct CRs on a full-time basis. It is expected that he will be fully-trained and certified by January of 2018. Altogether, including those employees who conduct CRs on a part-time basis, there are 10 inspectors in Maryland who conduct various types of carrier interventions and have received the required CSA training. We do not anticipate additional training costs for this program area. Currently, CSA comprehensive interventions are performed on carriers identified by FMCSA A/B or Hazmat Lists.

As an example of our accomplishments over the past five years, our comprehensive interdiction program had been recognized for its best practices at a July 2012 training meeting. Again, in September of 2014 and 2015, Maryland was awarded a "Comprehensive Investigations Award" by FMCSA for "the highest achieving comprehensive investigations program" in fiscal year 2013 and 2014 respectively. We anticipate that our program will continue to be highly effective into the future. Regardless of our past successes, we will review and improve the effectiveness of our in-terminal enforcement programs (CSA interventions and PM Audits). We will seek to increase the number of contacts and monitor the positive influence those contacts make on carriers reviewed. New efforts will provide substantially better opportunities for effective interdictions with even more carriers.

Maryland now has twelve Virtual Weigh Stations (VWS) in Maryland that are networked through the CATLAB at the University of Maryland. All our enforcement officers have access to images of commercial motor vehicles from the roadside or the office. The number of sites in the system is scheduled to substantially increase over the next few years. One drawback is that the anticipated retrofit of the current sites with License plate readers (LPR) has not yet occurred. Currently, some patterns of non-compliance have been identified and repeat offenders appropriately sanctioned. Roadside screening and enforcement downstream of a VWS is no problem based on the image of the vehicle but identifying a carrier from a remote location will require future LPR or a DOT number reader retrofit. Maryland has developed a Field Observation Report that will be sent to non-compliant carriers based on a license plate or DOT # reading. Although this report will not include a citation, repeat offenders can expect to be scheduled for a CR or Preventive Maintenance Audit. This practice should quickly convince motor carriers that we have considerable surveillance capabilities. Maryland now has a program in place where Intrastate carriers who have not complied with requirements under Maryland's Preventive Maintenance Program can have registration plates suspended and eventually "picked-up" by enforcement personnel and returned to the Motor Vehicle Administration. This has given enforcement personnel one more tool in keeping trucks in a safe operable condition.

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

The program activity measure will be the number of CSA interventions conducted as identified in the chart above. Additional measures for CR's and CSA interventions would include interstate and intrastate breakdown and fines associated with each. Maryland inspectors will continue to perform mostly comprehensive interventions on intrastate carriers identified by FMCSA with unsafe safety ratings. They are also triggered by a complaint, a post-crash investigation, or by evidence obtained during a roadside inspection. As in past years, we will primarily conduct comprehensive investigations since we found it difficult when an inspector went into a company on a focused intervention and identified some flagrant violations in another area. It was not uncommon for a focused to turn into a comprehensive intervention. Therefore, we do not in advance intend on conducting any focused investigations. Offsite interventions will continue to be a function of the Maryland FMCSA Division.

The Form 24-1 Enforcement Activity Report has been redesigned (as noted in the Data Quality Section) to include new data fields for tracking the CSA data. This information will be available monthly at both the CVED headquarters and the Motor Carrier Division. New recording capabilities will include hours worked, number of CR's and fines issued for each individual inspector. Reports will be run by the quarter, month, week or day. This will far exceed our previous recording/reporting capabilities. The number of intrastate CRs will measure the productivity of the investigators in the program and the dollar amount of the fines assessed will measure both the efficiency of the investigators and the degrees to which carriers are seeking to be compliant with the regulations. Maryland will use data from the 24-1 activity report. The CVED will maintain records of all CR's and PM Audits completed.

## 5 - Traffic Enforcement

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

### Trend Analysis for 2012 - 2016

#### 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		
01/01/2016	12/31/2016	8270	8270
01/01/2015	12/31/2015	8858	8858
01/01/2014	12/31/2014	8052	8052
01/01/2013	12/31/2013	10854	10854
01/01/2012	12/31/2012	7441	7441

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

State/Territory Defined Measurement Period (Include 5 Periods)		Number of Documented CMV Traffic Enforcement Stops without Inspection	Number of Citations and Warnings Issued
Begin Date	End Date		
01/01/2016	12/31/2016	2134	2255
01/01/2015	12/31/2015	2069	2655
01/01/2014	12/31/2014	2156	2838
01/01/2013	12/31/2013	1820	2240
01/01/2012	12/31/2012	1585	1887

☒ 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.**

The number of CMV Traffic Enforcement Stops with an Inspection" extracted from SafetyNet reports provided by MSP CVED (dated 2/08/17) and accounts for each inspection that listed a traffic violation. Table 1 Note: The state does not separate those citations/warnings issued for traffic violations resulting in an inspection from those citations/warnings issued during inspections that did not originate with a traffic violation. Since Maryland's policy is to issue either a citation or warning during each traffic stop for a traffic violation, it can be assumed that the number of citations/warnings is equal to, and most likely greater than, the total number of traffic enforcement stops. Table 2 Note: Accurate statistics were not available for CY2011 and prior. Number of CMV Traffic Enforcement stops without an inspection extracted from data maintained by CVED for the ongoing MSP Barrack Truck Initiative (spreadsheets dated 7/05/17 and prior). Table 3 (Non-CMV traffic stops) Notes: It is a policy that enforcement personnel do not conduct non-cmv traffic stops during their normal course of duty unless necessary for public safety reasons.

**Narrative Overview for FY 2018****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](#).*

**Traffic Enforcement with an Inspection:**

During CY2016, Maryland experienced nearly 5,400 CMV traffic accidents (number includes CMV involved accident with injury and both major and minor property damage). Over 1,400 of those accidents were classified as injury accidents and resulted in injuries to approximately 2,100 people. Almost 1,300 (24%) of the 5,400 accidents in CY2016 were determined to be the result of a rear-end collision (source: Automated Crash Reporting System database through CY2016 - dated 6/21/17). Rear end collisions, as with many other types of accidents, can often be attributed to drivers who have committed traffic violations just prior to the accident. Speeding, aggressive driving and other serious violations of traffic law are common daily occurrences on Maryland highways and lead to CMV related crashes. These violations, when committed by passenger car drivers near commercial vehicles, or by commercial vehicle drivers themselves, lead to extremely dangerous situations for any vehicles in the area and increase the potential for CMV involved accidents. Without even considering the broader economic impact of traffic delays in urban areas due to vehicle crashes, the loss of life and serious injuries that can occur in conjunction with these violations must be reduced to the lowest level possible. By conducting traffic enforcement stops on commercial vehicles and performing a subsequent inspection, both the driver behavior and the safety aspects of the CMV will be addressed.

Since traffic violations can directly result in crashes and it has been shown that aggressive traffic enforcement can lead to a decrease in traffic accidents, it will be our goal to increase traffic enforcement efforts throughout the state. This will, in turn, help to reduce crashes (or crash seriousness) and educate the driving public regarding safe driving habits. It will be Maryland's goal to conduct at least 9,000 traffic enforcement stops statewide during CY2017 on commercial vehicles and to conduct an inspection in conjunction with the traffic stop. This goal is more aggressive than the goal that was set for CY2016. To enhance the state's efforts focused on traffic enforcement stops with an inspection, there are three ongoing specific traffic enforcement initiatives, each with their own established goals, that will continue to be funded in CY2017 and into CY2018.

The following special initiatives focus efforts on traffic enforcement with an inspection: OPERATION I-81, OPERATION SMASH and WEEKEND WARRIOR (A more detailed description of these initiatives is included in the National Emphasis – State Specific Objectives section).

Maryland's goal for the OPERATION I-81 initiative for CY2017 will be to devote 500 enforcement hours, complete 375 inspections and issue 375 citations and warnings. This effort will be a slight reduction from the CY2016 goal (550 enforcement hours, 350 inspections, 420 citations and warnings) due to continuing manpower allocation issues.

Maryland's objective for the OPERATION SMASH initiative for CY2017 will be to devote 325 enforcement hours, complete 340 inspections and issue over 450 citations and warnings. This again will be a decrease of the CY2016 goals (500 enforcement hours, 4750 inspections, 575 citations and warnings).

Maryland's objective for the WEEKEND WARRIOR initiative for CY2017 will be to devote 400 enforcement hours, complete 300 inspections and issue over 400 citations and warnings. This again will be a necessary reduction in effort from CY2016 goals (450 enforcement hours, 430 inspections, 500 citations and warnings) due to manpower constraints.

Other Initiatives and programs containing an element of traffic enforcement relating to CMVs will continue to be funded as in past years.

In addition to those specific traffic-focused initiatives (SMASH, WEEKEND WARRIOR and OPERATION I-81) outlined above, thirteen additional special emphasis initiatives are funded. Each of the facilities across the state conducts an on-going initiative throughout the year. While many of these initiatives primarily focus on CMVs by-passing inspection facilities on routes near inspection facilities, roving crews still look for trucks violating traffic laws and their enforcement contributes to our overall traffic enforcement with an inspection efforts. In addition to the on-going year-long initiatives, facility supervisors often conduct one or two-day shorter duration targeted initiatives that will focus on a specific roadway or a type of driver behavior. While too numerous to detail in this narrative, the results of targeted initiatives are captured and reviewed for effectiveness. These special targeted initiatives and on-going initiatives will continue to be funded in support of our overall crash reduction efforts. Depending on the type of initiative, enforcement personnel work varied hours on varied days of the week, to include weekends and holidays. Dates, times and locations are often determined by the type of violations targeted and the geographical location of the targeted roadway. All enforcement personnel assigned to CVED participate in the initiatives as part of their overall CVED duties. Over 9,000 overtime work hours were dedicated to the on-going year-long initiatives combined in CY2016 (includes non-traffic enforcement emphasized initiatives). It is anticipated that efforts for CY2017 will be similar. Additional programs directed at public awareness regarding aggressive driving (Smooth Operator Program) will also receive funding as in the past. Enforcement initiatives for traffic enforcement are also described in detail in the National Emphasis – State Specific Objectives section.

#### **Traffic Enforcement without an Inspection:**

It is the policy of the Commercial Vehicle Enforcement Division that all certified MCSAP MSP personnel who conduct a traffic stop on a CMV will conduct an appropriate safety inspection on the truck. For several years, Maryland has implemented an initiative to increase the number of CMV traffic enforcement stops without negatively impacting the number of safety inspections performed. The number of enforcement personnel across the state (and the nation) interacting with commercial vehicles has/is largely limited to those personnel trained in the FMCSR and certified to conduct MCSAP safety inspections. In Maryland, there are many MSP troopers at barracks across the state that could identify commercial vehicle drivers violating traffic laws and take appropriate enforcement action without a resulting safety inspection. A lack of specific knowledge about trucks often makes non-MCSAP trained troopers reluctant to enforce truck related violations when passenger vehicles outnumber trucks on the highways. The additional incentive of a specially funded overtime initiative will help to increase contact between non-MCSAP troopers and commercial vehicles and increase the number of commercial drivers cited/warned for committing traffic violations. The objective is to increase the potential number of enforcement personnel available to locate and identify commercial vehicle drivers who are violating Maryland traffic laws.

For FFY2017, 19 MSP barracks across the state were funded in the program. Our goal was for barrack troopers to use the additional funding to conduct over 2000 commercial vehicle traffic stops for traffic violations by the end of CY2016 (barrack troopers stopped over 2100 vehicles). The goal set for CY2017 would be at least 1800 stops. We will continue funding of the program in FFY2018 and have established a goal of maintaining or increasing participation by the barracks. Increased participation would help us to meet our goal of at least 1800 traffic violation stops. Non-MCSAP certified road patrol troopers across the state will conduct traffic stops on commercial vehicles for observed traffic violations. This initiative will be worked as an overtime assignment at various hours throughout the day and on various days of the week. The 19 barracks in various geographical areas across Maryland have been funded to allow for statewide enforcement of commercial vehicles. Continued monitoring by CVED staff, local commanders and MCD staff will assure continued success of this program. Our efforts to include more enforcement personnel in the program will also enhance the program into the future. It is anticipated that over 1000 work hours will be directed at CMV traffic enforcement without an inspection through this program in CY2017 with similar performance in CY2016. Details of this program are also outlined in the National Emphasis – State Specific Objectives section.

One of our unique on-going initiatives that identifies traffic violations but does not include an actual traffic stop or an inspection was first worked in 2015 and uses a covert tractor trailer driven by a trooper with a “spotter” in the passenger seat. The spotter identifies CMV drivers who are violating traffic laws such as aggressive driving violations and using hand held devices (texting, talking). Identifying information is obtained on the CMV and a warning/informational letter is sent to the company detailing the noted violations (if roving crews are in the area, a traffic stop can be made and an inspection will be conducted). These letters have led to companies taking follow-up action with employees and incorporating changes in the safety plans. It is estimated that over 1400 violation letters have been sent. We are setting a goal of identifying violators and sending over 750 similar notices during CY2017.

As an additional tool in enhancing this program, in 2012 the Baltimore County Police Department and the Baltimore County Community College produced a DVD titled “Pull ‘em Over.” The award-winning DVD explains the importance of conducting traffic stops on commercial vehicles and the proper procedure to accomplish it. The target market for this DVD was the patrol officer/trooper who knows nothing about truck enforcement and may lack confidence in properly stopping a commercial vehicle. All patrol officers in the Baltimore County Police Department, an 1800-member department with jurisdiction within the high crash corridor of the Baltimore metro area, have received the DVD training. The DVDs have been distributed to other law enforcement agencies for review by patrol officers.

**Projected Goals for FY 2018**

Using the radio buttons in the table below, indicate the traffic enforcement activities the State intends to conduct in FY 2018. 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 2018
<input checked="" type="radio"/>	<input type="radio"/>	CMV with Inspection	9000
<input checked="" type="radio"/>	<input type="radio"/>	CMV without Inspection	1800
<input type="radio"/>	<input checked="" type="radio"/>	Non-CMV	
<input checked="" type="radio"/>	<input type="radio"/>	Comprehensive and high visibility in high risk locations and corridors (special enforcement details)	1750

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 2018 Planned Safety Activities				
Inspections	Investigations	New Entrant Safety Audits	Sum of FY 2018 Activities	Average 2004/05 Activities
115381	175	1400	116956	102828

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

CVED will record and report the number of hours deployed in each of the enforcement initiatives. The number of traffic stops, traffic violations and associated safety inspections for CVED specific initiatives will be reported and periodically reviewed. Reporting will be provided weekly in the enforcement activity report - Form 24-1 Program. The Form 24-1 is an internet application developed by the MCD that is used by the TWIS facilities of the CVED and CVSU to report their daily and weekly enforcement stats. The data is instantly available to enforcement headquarters and the MCD office. This application allows us to track activities, fines and hours expended in the various programs and initiatives. It allows us to track the work records of each location and the VWS and individual inspector. MSP Barracks will report results of their non-inspection traffic stops to the CVED monthly and will be monitored and evaluated by MSP and MCD staff. The CVED will take the lead on contacts and maintain a spreadsheet of results for evaluation and forwarding to the MCD monthly.

**6 - Safety Technology**

The FAST Act made Performance and Registration Information Systems Management (PRISM) a condition for MCSAP eligibility. ([49 CFR 350.201 \(aa\)](#)) States must achieve full participation (Step 6) by October 1, 2020. 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\(cc\)](#).)

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 at least Step 6 in PRISM, O&M costs are eligible expenses.

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.).

**Safety Technology Compliance Status**

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

Technology Program	Current Compliance Level	Include O & M Costs?
ITD	Core CVISN Compliant	No
PRISM	Step 6	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:** Maryland Motor Vehicle Administration

**Enter the agency name responsible for PRISM in the State, if other than the Lead MCSAP Agency:** Maryland Motor Vehicle Administration

**Narrative Overview for FY 2018****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.**

**Program Activities: Describe any actions that will be taken to implement full participation in PRISM.**

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

## 7 - Public Education and Outreach

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

### **Trend Analysis for 2012 - 2016**

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

<b>Public Education and Outreach Activities</b>	<b>2012</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>
Carrier Safety Talks	50	50	50	70	70
CMV Safety Belt Education and Outreach	3	3	3	3	3
State Trucking Association Meetings	5	5	5	6	6
State-Sponsored Outreach Events	2	2	2	2	2
Local Educational Safety Events	20	20	20	20	20
Teen Safety Events	3	3	3	3	3

### **Narrative Overview for FY 2018**

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

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

Much of the general motoring public has a limited understanding of the safety skills necessary for them to share the road with large trucks and buses. Since most the fatal CMV crashes in Maryland are the fault of the other driver and not the CMV driver, we should increase our effort to reach the general motoring public with the information that could save their lives. These efforts will include answering all outside inquiries to the best extent possible, conducting safety related talks at our own initiative or as may be requested by others, attending meetings/conferences with motor carrier industry partners and a continuation of outreach through print, the MCD website and public service announcements. We will have properly trained and experienced personnel available during operational hours to handle CMV related inquiries from both the motor carrier industry and the general public regarding CMV safety issues. We will continue to promote the No-Zone and Smooth Operator messages (to the extent possible) to all drivers and provide safety and regulatory information to the companies and drivers that need them. In 2017, we anticipate we will continue our No-Zone presentations to young drivers at driving schools throughout Maryland. This year, the MCD will again allocate approximately \$250,000 in funding for radio ads, posters on buses, static billboards, digital billboards and internet messaging (pop-up ads) targeting aggressive driving around trucks and buses. In past years, it is estimated that our media outreach program generated over 40 million media impressions. This media outreach will be provided in conjunction with our Smooth Operator enforcement waves during the summer months and throughout the year. We see this as an important part of our driver awareness program and a way to leverage our funding off the efforts of our MHSO and other neighboring States. Maryland's Outreach program is structured to provide information and assistance to a variety of other customer bases. The commercial vehicle drivers and companies have a need to know about laws and regulations that affect their business. Judges and prosecutors have a need to receive updates and explanations for technical portions of safety regulations. The State redesigned and continually updates its MCD webpage to include more information, links, and references in a user-friendly format. We still anticipate that the MCD will republish the Maryland Motor Carrier Handbook before the end of CY2017. It is anticipated that our Maryland Truckers Map will be updated with new truck routes and be printed and available for distribution in the next few months. Up-to-date versions of the handbook and map will provide contemporary regulatory information to the CMV industry, provide availability of truck parking, provide additional truck routes in Maryland and include the safe Maryland National network of roads suitable for 53' trailers.

#### **Safety Summits:**

On September 17, 2011, the state's first Commercial Vehicle Safety Summit was held. Summits were held again in 2012, 2013, 2015 and 2016. The summits were held at the Maritime Institute in Linthicum, Maryland and were sponsored by the Commercial Vehicle Enforcement Division, Commercial Vehicle Safety Unit, Federal Motor Carrier Safety Administration, State Highway Administration, Maryland Motor Truck Association and the Maryland Motor Coach Association. Topics included such topics as hauling permits, CSA, EOBR's and emerging technology in commercial vehicle enforcement. While we did not hold a summit in 2014 as we reconsidered our marketing approach, we held very successful summits in the fall of 2015 and 2016. Close to 200 attendees were at each summit. Again, the summits included a full agenda of multiple sessions throughout the day presenting topics of great interest to the members of the trucking industry, to include sessions on driver wellness. These very informative and topical sessions covered such health topics as new

hours of service rules, sleep apnea, improving blood pressure, diabetes, vision and eating healthy - all issues that could affect driver's ability to operate a CMV safely.

The MCD and the Commercial Vehicle Enforcement Division share in answering CMV related questions and providing safety talks, attending state trucking association meetings, conducting state sponsored outreach events and conducting local educational safety events. With the CVED having inspection facilities located across the state and a main office in the Baltimore/Washington metro area, many requests for talks and safety events are delegated to local inspection facility personnel for follow-up. Nearly all of the 174 MCSAP certified personnel (civilian and troopers) in the CVED are capable of providing the requested outreach and will throughout the year involved at some level in providing outreach in some form. Many of these outreach efforts will target local CMV companies and regional groups such as farmers, milk haulers, loggers and other specialized industries. As well as CVED, the other state agencies (Dept of Environment -HazMat related, MD Transportation Authority - general CMV related & Public Service Commission - Motor Coach related) will be requested to give talks and provide outreach in their areas of expertise. The MCD has three personnel who answer numerous safety related questions daily from the industry and other concerned persons. Two of our MCSAP experts in the MCD also provide numerous talks and attend outreach events throughout the year and across the state. Those outreach efforts are effectively documented and records maintained.

Unfortunately, it has been a continuing problem in compiling all of the outreach that is performed by each of the other agencies as well as by the numerous local police departments who have certified inspectors. With no central repository for the information, we can only estimate the amount of outreach that is performed throughout the state. It is anticipated that much more outreach is occurring than is reported here.

### **Projected Goals for FY 2018**

***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 2018
<input checked="" type="radio"/>	<input type="radio"/>	Carrier Safety Talks	70
<input checked="" type="radio"/>	<input type="radio"/>	CMV Safety Belt Education and Outreach	3
<input checked="" type="radio"/>	<input type="radio"/>	State Trucking Association Meetings	6
<input checked="" type="radio"/>	<input type="radio"/>	State-Sponsored Outreach Events	2
<input checked="" type="radio"/>	<input type="radio"/>	Local Educational Safety Events	20
<input checked="" type="radio"/>	<input type="radio"/>	Teen Safety Events	3

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

MSP CVED will document and maintain information (number, type, attendees) pertaining to the seminars, presentations, meetings, safety talks, events and other outreach efforts involving CVED personnel and provide the information to the MCD. The MCD will document information for those same activities conducted by MCD personnel. The MCD will document and maintain:

The number of Maryland Truckers Maps distributed.

The number of Motor Carrier Handbooks distributed.

The number of media impressions made through our print, and media outreach efforts during the Smooth Operator campaign.

**8 - State Safety Data Quality (SSDQ)**

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 2018.

SSDQ Category	Current SSDQ Rating	Goal for FY 2018
Crash Record Completeness	Good	Good
Fatal Crash Completeness	Good	Good
Crash Timeliness	Good	Good
Crash Accuracy	Good	Good
Crash Consistency	No Flag	No Flag
Inspection Record Completeness	Good	Good
Inspection VIN Accuracy	Good	Good
Inspection Timeliness	Good	Good
Inspection Accuracy	Good	Good

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

MCMIS data snapshot as of 6/30/2017, including crash records through 2/28/17.

**Narrative Overview for FY 2018**

**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.

N/A

**Program Activities for FY 2018 - 2020:** Describe any actions that will be taken to achieve a "Good" rating in any category not currently rated as "Good," including measurable milestones.

N/A

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

The State will monitor and evaluate the effectiveness of its CMV Safety Program Data Quality by:

- 1.) Monitoring dates of crashes being uploaded to SAFETYNET in the Motor Carrier Division
- 2.) Monitoring quarterly program information available in A&I



## 9 - New Entrant Safety Audits

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

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

Yes	No	Question
<input type="radio"/>	<input type="radio"/>	Does your State conduct Offsite safety audits in the New Entrant Web System (NEWS)? NEWS is the online system that carriers selected for an Offsite Safety Audit use to submit requested documents to FMCSA. Safety Auditors use this same system to review documents and communicate with the carrier about the Offsite Safety Audit.
<input type="radio"/>	<input type="radio"/>	Does your State conduct Group safety audits at non principal place of business locations?
<input 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 2012 - 2016

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

New Entrant Safety Audits	2012	2013	2014	2015	2016
Interstate	747	1019	1039	1092	927
Intrastate	0	0	0	0	0
<b>Total Audits</b>	<b>747</b>	<b>1019</b>	<b>1039</b>	<b>1092</b>	<b>927</b>

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

### Narrative Overview for FY 2018

**Enter the agency name conducting New Entrant activities, if other than the Lead MCSAP Agency:** Maryland State Police - Comm. Veh. Enf. Div.

**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 2018

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 2018 - New Entrant Safety Audits		
Number of Safety Audits/Non-Audit Resolutions	FY 2018	
	Interstate	Intrastate
# of Safety Audits (Onsite)	1300	0
# of Safety Audits (Offsite)	100	0
# Group Audits	0	0
<b>TOTAL Safety Audits</b>	<b>1400</b>	<b>0</b>
# of Non-Audit Resolutions	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.**

Maryland proposes to conduct approximately 1,400 New Entrant Safety audits within the statutory timeframes during the FFY2018. The large majority of the audits will be conducted by six civilian compliance auditors who are assigned to the "Audit Compliance Enforcement Section (ACES)" of the Maryland State Police (MSP), Commercial Vehicle Enforcement Division (CVED). The civilian auditors assigned to ACES are dedicated full-time by CVED to conduct New Entrant Audits, Compliance Review Interventions and Preventive Maintenance Audits (Periodic Inspection Program). The auditors currently spend about 75% of their work time conducting New Entrant Safety Audits, with the remaining balance of work time spent on Compliance Review Interventions, Preventive Maintenance Audits and other MCSAP activities. The six members of the section are supervised by a civilian manager who assigns, monitors and reviews all audits and interventions for completeness. The auditors are also cross-trained as certified MCSAP inspectors giving them the ability to conduct safety inspections on vehicles and drivers if necessary. It is estimated that approximately 10% of the audits will be conducted by sworn MCSAP certified inspectors (troopers) assigned to CVED who are not in the ACES Unit. The troopers have received specialized training in order to conduct the New Entrant audits on an overtime basis in addition to their general MCSAP related duties. Using existing Maryland data compiled over the four year period of FFY2012 through FFY2015, Maryland had realized an increase in the number of New Entrant audits conducted from 747 in FFY 2012 to 1,092 New Entrant audits conducted in FFY2015. 927 audits were completed in 2016 (one full-time auditor retired in mid 2016 which contributed to the reduction). Through the first three quarters of FFY2017, auditors have already conducted in excess of 900 audits. It is projected that Maryland will continue to see an increase in the total number of New Entrant audits conducted over the next year. In past years, ACES auditors had been spending approximately 40% of their work time conducting New Entrant audits. The number of audits conducted has been increasing over the years to where auditors now spend approximately 75% of their time on New Entrant audits. This percentage is expected to be maintained over the next year depending upon continuing improvements in overall economic conditions. Grant funding will be utilized to ensure that Maryland auditors complete all New Entrant safety audits within the statutory twelve month or 120 day timeframes after new carrier entry. In most cases, ACES auditors attempt to complete all non-passenger motor carrier New Entrant audits within the 90 days after entry. All audits will be completed thoroughly and efficiently, with proper monitoring and oversight, to ensure that all program participants are in full compliance with all commercial motor vehicle safety and hazardous materials regulations. Program deficiencies will be identified quickly and changes made to maintain effective and efficient audits.

**Activity Plan: 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.**

Maryland auditors will conduct 1,400 New Entrant safety audits within the required timeframes. This will be accomplished through a combination of audits conducted by ACES auditors during regular work hours and additional CVED personnel who are cross-trained to conduct New Entrant audits on an as-needed overtime basis. The ACES manager checks the New Entry inventory weekly and audits are assigned to auditors by geographical areas in order to increase efficiency and timeliness. Almost all (95%) of the safety audits will be conducted at a central location (an MSP barrack or CVED facility), with few, if any, being conducted at the carrier's place of business. By having all carriers respond to a central location, an auditor reduces travel time and can conduct up to three to five audits per work day instead of only one to two audits. If backlogs develop, ACES auditors will also have overtime funding available on an as needed basis in order to conduct any additional New Entrant safety audits or to complete all audits within the statutory timeframe.

**Resources:**

There is a need to increase the number of personnel assigned to ACES. The unit lost one auditor this past year and CVED currently has a new auditor in place who is still in the training phase. It is expected that the new auditor will be conducting audits by January of 2018. An additional auditor is still being considered and would bring the total number of full-time auditors to seven. With a supervisor, the total number of employees in the unit would be eight. In order to meet additional demands for New Entrant safety audits and to ensure continued timeliness of the audits, overtime will be used as needed for continued program effectiveness.

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

The ACES manager will review all audits for completeness and accuracy. Audits that do not meet established quality standards, will be returned to the auditor for additional investigation or information. All assigned audits will be continually monitored and tracked by the manager to ensure timeliness of reporting. The ACES manager checks audit status on a bi-weekly basis and can efficiently identify audits that may be in danger of becoming overdue. The ACES manager will have daily contact with auditors and will address any issues that could compromise the program goals as they develop. The ACES manager will maintain records of those audits that have been assigned and will be able to track progress of the audits on an individual basis utilizing a detailed spreadsheet. In addition to daily contact with auditors, the ACES manager meets monthly with individual auditors and quarterly with the auditors as a group to ensure auditors are meeting the program objectives. The ACES manager will continually evaluate program effectiveness in order that any adjustments to the program can be made when needed to ensure the timeliness and overall quality of the audits. The number of audits assigned and completed and the timeliness of those audits will be maintained by the ACES manager and reported on a quarterly basis to measure and monitor progress towards the stated goal/objective of completing 1,400 New Entrant safety audits over the two year grant period. Additional data will be maintained as to the number of carriers who could not be contacted and the number of carriers who failed the audit.

**Part 3 - National Emphasis Areas and State Specific Objectives**

*FMCSA establishes annual national priorities (emphasis areas) based on emerging or continuing issues, and will evaluate CVSPs in consideration of these national priorities. Part 3 allows States to address the national emphasis areas/priorities outlined in the Notice of Funding Opportunity (NOFO) and any State-specific objectives as necessary.*

**1 - Enforcement of Federal OOS Orders during Roadside Activities****Instructions:**

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

**Check this box if:**

**As evidenced by the data provided by FMCSA, the State identifies at least 85 percent of carriers operating under a Federal 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.**

**2 - Passenger Carrier Enforcement****Instructions:**

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

**Check this box if:**

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

### 3 - State Specific Objectives – Past

#### Instructions:

*Describe any State-specific CMV problems that were addressed with FY2017 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 2017 CVSP.*

#### **Progress Report on State Specific Objectives(s) from the FY 2017 CVSP**

*Please enter information to describe the year-to-date progress on any State-specific objective(s) identified in the State's FY 2017 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.**

Traffic Enforcement With an Inspection

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

The period of the goal was CY2016 (January 1, 2016 – December 31, 2016) The following special initiatives focused efforts on traffic enforcement with an inspection in geographical areas of concern: OPERATION I-81, OPERATION SMASH and WEEKEND WARRIOR Maryland's goal for the OPERATION I-81 initiative for CY2016 was to devote 550 enforcement hours, complete 350 inspections and issue 420 citations and warnings. Maryland's objective for the OPERATION SMASH initiative for CY2016 was to devote 500 enforcement hours, complete 475 inspections and issue over 575 citations and warnings. Maryland's objective for the WEEKEND WARRIOR initiative for CY2016 was to devote 450 enforcement hours, complete 430 inspections and issue over 500 citations and warnings.

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

The period set for this goal is complete (CY2016) OPERATION I-81 resulted in the following efforts for CY2016: 785 enforcement hours were devoted to the initiative. This far exceeded our goal of devoting 550 enforcement hours. 486 safety inspections were performed. Again, the goal of 350 inspections was far surpassed. The 525 citations/warnings also exceeded our goal of 420 citations and warnings. OPERATION SMASH resulted in the following efforts for CY2016: 498 enforcement hours were devoted to the initiative, while our goal had been 500 hours. The 511 inspections performed in CY2016 exceeded our goal of 475 inspections. The 555 citations and warnings that were issued during the initiative fell just short of our goal of 575 citations/warnings. The WEEKEND WARRIOR initiative resulted in the following efforts for CY2016: The 637 enforcement hours devoted to the initiative far exceeded our CY2016 goal of at least 450 hours. The 568 safety inspections performed was far greater than our goal of 430 inspections for the initiative. 792 citations and warnings were issued to vehicles stopped/inspected during the initiative. Again, this far exceeded our goal of 500 citations/warnings.

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

As in past years, shifting manpower needs requiring deployment of personnel to other areas of the state and competing focus on other CMV issues often reduces the number of personnel available during the year to work overtime hours on our focused initiatives. The reduction of just one or two personnel at a facility in the area of the focused initiative can have a great impact on the success of the initiative. For the most part, working the initiatives on an overtime basis is voluntary and relies on continued interest and availability of enforcement personnel. For those initiatives that warrant increased activity due to traffic enforcement concerns or increased interest in working the initiative, additional funding can be allocated after evaluating the progress/success of the initiative.

#### Activity #2

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

Traffic Enforcement without an Inspection

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

The period for this goal was the CY2016 (January 1, 2016 – December 31, 2016) The objective was to increase the

potential number of enforcement personnel available to locate and identify commercial vehicle drivers that are violating Maryland traffic laws. During CY2016, 19 MSP barracks across the state were funded for participation in the program. Our goal was for non-MCSAP certified barrack troopers to use the additional funding to conduct over 2000 commercial vehicle traffic stops for traffic violations by the end of CY2016. These stops would not include an inspection unless the truck was deemed unsafe and it was necessary to contact a MCSAP inspector from CVED to respond to conduct an appropriate inspection. This initiative was worked as an overtime assignment at various hours throughout the day and on various days of the week, including weekends and holidays. The 19 barracks in various geographical areas across Maryland were funded to allow for statewide enforcement of commercial vehicles. Continued monitoring by CVED staff, local commanders and MCD staff assured continued success of this program.

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

For calendar year 2016, using the provided funding, barrack troopers conducted over 2100 stops and issued over 2200 citations and warnings without conducting safety inspections. Over 1,000 work hours were dedicated to this initiative in geographical locations from the Western border to the Eastern Shore of Maryland.

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

While our overall results exceeded our goal, we continue to work to expand our efforts to conduct even more traffic enforcement stops without an inspection using non-MCSAP certified officers. In past years, close monitoring of the program by CVED command staff has led to quality enforcement statistics and more participation in the program. As with other overtime based initiatives involving sworn enforcement officers, and specifically those troopers assigned to field installations, there are many competing overtime sources available. Many overtime sources are not as demanding as conducting traffic stops on commercial vehicles and are naturally more attractive to troopers and may become a first choice over a traffic related activity. Overtime initiatives are generally worked in a voluntary capacity and maintaining barrack command staff and patrol trooper interest in the program can be challenging. Barrack command staff constantly, as well as barrack personnel, change continually as do targeted enforcement efforts. Stopping trucks has never been a popular activity among general patrol troopers as they usually lack familiarity with commercial vehicles and thus confidence. Coupled with the problem of finding suitable locations to conduct commercial vehicle stops, patrol troopers will focus first on passenger vehicles. Meeting with command staff members and enforcing the message that commercial vehicles should be a daily component of complete traffic enforcement, helps to maintain focus on commercial vehicle stops. We are also still working with other departments and state agencies to expand the program to those departments to increase the number of traffic enforcement contacts.

#### 4 - State Specific Objectives – Future

##### Instructions:

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

*Describe any State-specific objective(s) identified for FY 2018. 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.**

Traffic Enforcement with an Inspection - Also Included in Crash Reduction Section

##### **Narrative Overview for FY 2018**

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

During CY2016, Maryland experienced nearly 5,400 CMV traffic accidents (number includes CMV involved accident with injury and both major and minor property damage). Over 1,400 of those accidents were classified as injury accidents and resulted in injuries to approximately 2,100 people. Almost 1,300 (24%) of the 5,400 accidents in CY2016 were determined to be the result of a rear-end collision (source: Automated Crash Reporting System database through CY2016 - dated 6/21/17). Rear end collisions, as with many other types of accidents, can often be attributed to drivers who have committed traffic violations just prior to the accident. Speeding, aggressive driving and other serious violations of traffic law are common daily occurrences on Maryland highways and lead to CMV related crashes. These violations, when committed by passenger car drivers near commercial vehicles, or by commercial vehicle drivers themselves, lead to extremely dangerous situations for any vehicles in the area and increase the potential for CMV involved accidents. Without even considering the broader economic impact of traffic delays in urban areas due to vehicle crashes, the loss of life and serious injuries that can occur in conjunction with these violations must be reduced to the lowest level possible. By conducting traffic enforcement stops on commercial vehicles and performing a subsequent inspection, both the driver behavior and the safety aspects of the CMV will be addressed.

##### **Projected Goals for FY 2018:**

##### **Enter performance goal.**

Since traffic violations can directly result in crashes and it has been shown that aggressive traffic enforcement can lead to a decrease in traffic accidents, it will be our goal to increase traffic enforcement efforts throughout the state. This will, in turn, help to reduce crashes (or crash seriousness) and educate the driving public regarding safe driving habits. It will be Maryland's goal to conduct at least 9,000 traffic enforcement stops statewide during CY2017 on commercial vehicles and to conduct an inspection in conjunction with the traffic stop. This goal is more aggressive than the goal that was set for CY2016. To enhance the state's efforts focused on traffic enforcement stops with an inspection, there are three ongoing specific traffic enforcement initiatives, each with their own established goals, that will continue to be funded in CY2017 and into CY2018.

##### **Program Activities: Describe the activities that will be implemented including level of effort.**

The following special initiatives focus efforts on traffic enforcement with an inspection: OPERATION I-81, OPERATION SMASH and WEEKEND WARRIOR (A more detailed description of these initiatives is included in the National Emphasis – State Specific Objectives section). Maryland's goal for the OPERATION I-81 initiative for CY2017 will be to devote 500 enforcement hours, complete 375 inspections and issue 375 citations and

warnings. This effort will be a slight reduction from the CY2016 goal (550 enforcement hours, 350 inspections, 420 citations and warnings) due to continuing manpower allocation issues. Maryland's objective for the OPERATION SMASH initiative for CY2017 will be to devote 325 enforcement hours, complete 340 inspections and issue over 450 citations and warnings. This again will be a decrease of the CY2016 goals (500 enforcement hours, 4750 inspections, 575 citations and warnings). Maryland's objective for the WEEKEND WARRIOR initiative for CY2017 will be to devote 400 enforcement hours, complete 300 inspections and issue over 400 citations and warnings. This again will be a necessary reduction in effort from CY2016 goals (450 enforcement hours, 430 inspections, 500 citations and warnings) due to manpower constraints. Other Initiatives and programs containing an element of traffic enforcement relating to CMVs will continue to be funded as in past years. In addition to those specific traffic-focused initiatives (SMASH, WEEKEND WARRIOR and OPERATION I-81) outlined above, thirteen additional special emphasis initiatives are funded. Each of the facilities across the state conducts an on-going initiative throughout the year. While many of these initiatives primarily focus on CMVs by-passing inspection facilities on routes near inspection facilities, roving crews still look for trucks violating traffic laws and their enforcement contributes to our overall traffic enforcement with an inspection efforts. In addition to the on-going year-long overtime funded initiatives, facility supervisors often conduct one or two-day shorter duration targeted initiatives that focus on a specific roadway or a type of driver behavior. While too numerous to detail in this narrative, the results of targeted initiatives are captured and reviewed for effectiveness. Depending on the type of initiative, enforcement personnel work varied hours on varied days of the week, to include weekends and holidays. Dates, times and locations are often determined by the type of violations targeted and the geographical location of the targeted roadway. All enforcement personnel assigned to CVED participate in the initiatives as part of their overall CVED duties. Over 9,000 overtime work hours were dedicated to the on-going year-long initiatives combined in CY2016 (includes non-traffic enforcement emphasized initiatives). It is anticipated that efforts for CY2017 will be similar. Additional programs directed at public awareness regarding aggressive driving (Smooth Operator Program) will also receive funding as in the past.

***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.***

CVED will record and report the number of hours deployed in each of the enforcement initiatives. The number of traffic stops, traffic violations and associated safety inspections for CVED specific initiatives will be reported and periodically reviewed. Reporting will be provided weekly in the enforcement activity report - Form 24-1 Program. The Form 24-1 is an internet application developed by the MCD that is used by the TWIS facilities of the CVED and CVSU to report their daily and weekly enforcement stats. The data is instantly available to enforcement headquarters and the MCD office. This application allows us to track activities, fines and hours expended in the various programs and initiatives. It allows us to track the work records of each location and the VWS and individual inspector. Established goals for the three specific initiatives and programs have been detailed above and in the Crash Reduction Section.

**State Objective #2**

***Enter the title of your State-Identified Objective.***

Traffic Enforcement without an Inspection

***Narrative Overview for FY 2018***

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

It is the policy of the Commercial Vehicle Enforcement Division that all certified MCSAP MSP personnel who conduct a traffic stop on a CMV will conduct an appropriate safety inspection on the truck. For several years, Maryland has implemented an initiative to increase the number of CMV traffic enforcement stops without negatively impacting the number of safety inspections performed. The number of enforcement personnel across the state (and the nation) interacting with commercial vehicles has/is largely limited to



those personnel trained in the FMCSR and certified to conduct MCSAP safety inspections. In Maryland, there are many MSP troopers at barracks across the state that could identify commercial vehicle drivers violating traffic laws and take appropriate enforcement action without a resulting safety inspection. A lack of specific knowledge about trucks often makes non-MCSAP trained troopers reluctant to enforce truck related violations when passenger vehicles outnumber trucks on the highways. The additional incentive of a specially funded overtime initiative will help to increase contact between non-MCSAP troopers and commercial vehicles and increase the number of commercial drivers cited/warned for committing traffic violations. The objective is to increase the potential number of enforcement personnel available to locate and identify commercial vehicle drivers who are violating Maryland traffic laws.

***Projected Goals for FY 2018:***

***Enter performance goal.***

The goal set for CY2017 would be at least 1800 stops without an inspection being performed. We will continue funding of the program in FFY2018 and have established a goal of maintaining or increasing participation by the barracks. Increased participation would help us to meet our goal of at least 1800 traffic violation stops by non-MCSAP certified road patrol troopers across the state who will conduct traffic stops on commercial vehicles for observed traffic violations. This initiative will be worked as an overtime assignment at various hours throughout the day and on various days of the week. The 19 barracks in various geographical areas across Maryland have been funded to allow for statewide enforcement of commercial vehicles. Continued monitoring by CVED staff, local commanders and MCD staff will assure continued success of this program. Our efforts to include more enforcement personnel in the program will also enhance the program into the future. It is anticipated that over 1000 work hours will be directed at CMV traffic enforcement without an inspection through this program in CY2017 with similar performance in CY2016. One of our unique on-going initiatives that identifies traffic violations but does not include an actual traffic stop or an inspection was first worked in 2015 and uses a covert tractor trailer driven by a trooper with a "spotter" in the passenger seat. The spotter identifies CMV drivers who are violating traffic laws such as aggressive driving violations and using hand held devices (texting, talking). Identifying information is obtained on the CMV and a warning/informational letter is sent to the company detailing the noted violations (if roving crews are in the area, a traffic stop can be made and an inspection will be conducted). These letters have led to companies taking follow-up action with employees and incorporating changes in the safety plans. It is estimated that over 1400 violation letters have been sent. We are setting a goal of identifying violators and sending over 750 similar notices during CY2017.

***Program Activities: Describe the activities that will be implemented including level of effort.***

Non-MCSAP certified road patrol troopers across the state will conduct traffic stops on commercial vehicles for observed traffic violations. This initiative will be worked as an overtime assignment. At least 19 barracks in various geographical areas across Maryland will be funded to allow for statewide enforcement of commercial vehicles committing traffic violations on interstate highways and state and local roads. Continued monitoring by CVED staff, local commanders and MCD staff will assure continued success of this program. Our efforts to include more enforcement personnel in the program will also enhance the program into the future.

***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.***

MSP Barracks will report results of their non-inspection traffic stops to the CVED periodically and the statistical information will be monitored and evaluated by MSP and MCD staff. The CVED will take the lead on contacts and maintain a spreadsheet of results for evaluation and forwarding to the MCD monthly. MCD will review the statistical data and consult with the CVED command staff to address any issues of concern regarding the on-going initiative.

## Part 4 - Financial Information

### 1 - Overview

The spending plan is a narrative explanation of each budget component, and should support the cost estimates for the proposed work. The plan should focus on how each item will achieve the proposed project goals and objectives, and justify how costs are calculated. The spending plan should be clear, specific, detailed, and mathematically correct. Sources for assistance in developing the Spending Plan include [2 CFR part 200](#), [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 ([2 CFR §200.404](#)), and allocable ([2 CFR §200.405](#)).

- **Allowable** costs are permissible under the OMB Uniform Guidance, DOT and FMCSA directives, MCSAP policy, and all other relevant legal and regulatory authority.
- **Reasonable** 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.
  - 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 data forms are displayed by budget category. 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 cannot exceed 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 must be at least 15 percent of the total project costs for this FMCSA grant program. A State is only required to contribute 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** expenditures will be entered in a separate line below each budget category table for FY 2018. MOE expenditures will not, and should not, be included in the calculation of Total Project Costs, Federal share, or State share line items.

#### New for FY 2018

- **Incorporation of New Entrant and Border Enforcement into MCSAP**

The FAST Act consolidated new entrant and border enforcement under the MCSAP grant. For FY 2018, costs for New Entrant safety audits and border enforcement activities will no longer be captured in separate spending plans. States may opt to identify new entrant and border enforcement costs separately in the budget tables, but are not required to do so.

- **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 for States 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.

*States may change or delete the system-calculated Federal and State share values at any time to reflect actual allocation for any line item. For example, States may allocate 75 percent of an item to Federal share, and 25 percent of the item to State share. 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.*

- **Expansion of 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.*

*The system will confirm that:*

- *Federal share plus State share equals Total Project Costs on each line item*
- *Accounting Method is selected in Personnel, Part 4.2*
- *Overtime value does not exceed the FMCSA limit*
- *Planned MOE Costs equal or exceed FMCSA limit*
- *Proposed Federal and State share totals are each within \$5 of FMCSA's Federal and State share estimated amounts*
- *Territory's proposed Total Project Costs are within \$5 of \$350,000*

*For States completing a multi-year CVSP, the financial information should be provided for FY 2018 only.*

ESTIMATED Fiscal Year Funding Amounts for MCSAP			
	85% Federal Share	15% State Share	Total Estimated Funding
Total	\$3,908,195.00	\$689,682.00	\$4,597,877.00

Summary of MCSAP Funding Limitations	
Allowable amount for Overtime without written justification (15% of MCSAP award amount ):	\$689,682.00
MOE Baseline:	\$0.00

**2 - Personnel**

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

List grant-funded staff who will complete the tasks discussed in the narrative descriptive sections of the eCVSP.

**Note:** Do not include any personally identifiable information in the eCVSP.

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 of 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. For example, a MCSAP officer spent approximately 35 percent of his 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 annual salary column, enter the annual salary for each position.

Total Project Costs are calculated by multiplying # of Staff X % of Time X Annual 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, 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):	\$689,682.00

Personnel: Salary and Overtime Project Costs						
Salary Project Costs						
Position(s)	# of Staff	% of Time	Annual Salary	Total Project Costs	Federal Share	State Share
Asst. Chief of Motor Carrier Division	1	50.0000	\$84,500.00	\$42,250.00	\$42,250.00	\$0.00
Grant Manager - MCD	1	100.0000	\$64,400.00	\$64,400.00	\$64,400.00	\$0.00
<b>Subtotal: Salary</b>				<b>\$106,650.00</b>	<b>\$106,650.00</b>	<b>\$0.00</b>
Overtime Project Costs						
<b>Subtotal: Overtime</b>				<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>TOTAL: Personnel</b>				<b>\$106,650.00</b>	<b>\$106,650.00</b>	<b>\$0.00</b>
<b>Accounting Method:</b>	<b>Accrual</b>					
<b>Planned MOE: Personnel</b>	<b>\$106,650.00</b>					

Enter detailed explanation of how you came up with the personnel costs.

**Motor Carrier Division**

There are seven employees in the Motor Carrier Division, two of which are reimbursed in total or in part by the MCSAP.

The grant manager is responsible for all the documentation and direct interaction with all the State and local agencies daily. All invoices and funding requests come through the grant manager.

The Asst. Chief issues, revises and rescinds interagency MOU's, reviews budget and develops policy for operations and outreach for the State MCSAP.

50% of the salary of the Asst. Chief ( $0.50 \times \$84,500 = \$42,250$ ): **\$42,250**

100% of the salary of Grant Manager: **\$64,400**

**Total: \$106,650**

### 3 - Fringe Benefits

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. For more information on this item see [2 CFR §200.431](#).

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 have an 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\(b\)](#).

Include 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 costing each type of leave is consistently followed by the non-Federal entity or specified grouping of employees

Depending on the State, there are set 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 to 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, then that is the amount the fringe rate of 64.8 (from the example above) will be applied. The calculation is:  $\$150,000 \times 64.8/100 = \$97,200$  Total Project Costs.

The Total Project Costs equal Fringe Benefit Rate X Base Amount divided by 100.

Fringe Benefits Project Costs					
Position(s)	Fringe Benefit Rate	Base Amount	Total Project Costs	Federal Share	State Share
Asst. Chief of Motor Carrier Division	85.8500	\$42,250.00	\$36,271.62	\$36,271.62	\$0.00
Grant Manager MCD	85.8500	\$64,400.00	\$55,287.40	\$55,287.40	\$0.00
<b>TOTAL: Fringe Benefits</b>			<b>\$91,559.02</b>	<b>\$91,559.02</b>	<b>\$0.00</b>
<b>Planned MOE: Fringe Benefits</b>	<b>\$91,559.00</b>				

***Enter detailed explanation of how you came up with the fringe benefits costs.***

Position(s) Benefits(s) Rate Base Amount Total Cost: \$106,650 x 85.85% = \$91,559

#### **Lead Agency Fringe Benefit Costs**

The State Highway Administration Payroll Additive Percentage is currently 85.85% and is being captured as fringe only with no indirect costs. It is identified in the attached most current letter from Shay Burrows, FHWA Maryland Acting Division Administrator at the time the letter was written.

This payroll additive rate is applied only to 100% of the salary of the Grant Manager and 50% of the Assistant Chief in the Motor Carrier Division.

The most recent payroll additive rate of 85.85% was approved by FHWA on October 18, 2017 in a memo from Bill Wade, Assistant Division Administrator, FHWA to Gregory Johnson, Administrator, Maryland State Highway Administration.

**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, 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 input in the table below.*

Travel Project Costs					
Purpose	# of Staff	# of Days	Total Project Costs	Federal Share	State Share
SHA/MDOT Attend Spring CVSA	2	5	\$4,000.00	\$4,000.00	\$0.00
SHA/MDOT Attend Fall CVSA	2	5	\$4,000.00	\$4,000.00	\$0.00
SHA/MDOT CVSP Planning Meeting	2	4	\$2,000.00	\$2,000.00	\$0.00
<b>TOTAL: Travel</b>			<b>\$10,000.00</b>	<b>\$10,000.00</b>	<b>\$0.00</b>
<b>Planned MOE: Travel</b>	<b>\$10,000.00</b>				

***Enter detailed explanation of how you came up with the travel costs.***

**SHA/MDOT Travel**

**CVSA Conferences:**

The Commercial Vehicle Safety Alliance (CVSA) is the premier commercial vehicle safety organization that provides education, training, outreach and networking with all states, federal agencies and private industry to increase uniform enforcement of federal and state regulations. This partnership continually updates the Out of Service Criteria and reviews the newest technology and enforcement practices. There are eight committees running simultaneously with agendas specific to their topics: Programs, Information Systems, Driver, Vehicle, Training, Hazardous Materials, Passenger, and Industry Associates. In addition to these committees, there is usually an Intelligent Transportation Forum providing the most current information on technologies that we should or should not employ. To remain current in all topic areas, Maryland sends 1 or 2 from the MDOT/SHA, 1 from the Maryland Department of Environment (sub-grantee section), and 1 from the Commercial Vehicle Safety Unit/Maryland Transportation Authority Police (sub-grantee section).

The cost to the MCSAP program for the most recent CVSA conference in Atlanta, Georgia was approximately \$1,900.

While the registration fee for CVSA conferences remain consistent, other costs can vary widely depending on the geographical location of the conferences and other changing costs such as airfare and accommodations.

The cost breakdown for the approximate expenses for the most recent CVSA conference were:

Airfare: \$160

Lodging: \$970

Meals: \$170

Registration Fees: \$575

Total: \$1875

Estimated combined cost for two employees to attend Spring CVSA Conference: 2 @ \$2,000 each = \$4,000

Estimated combined cost for two employees to attend Fall CVSA Conference: 2 @ \$2,000 each = \$4,000

**CVSP Planning Meeting:**

Assuming that the planning meeting to be held in 2018 will be a national planning meeting as has occurred for the



past several years, the costs to attend the most recent planning meeting held in Minneapolis will be used to estimate costs to attend the next planning meeting. The following approximate costs were incurred to attend the most recent planning meeting:

Airfare: \$200

Lodging: \$475

Meals \$180

Total: \$855

Estimated combined costs for two employees to attend the 2018 planning meeting: 2 @ \$1,000 each = \$2,000

**TOTAL TRAVEL COSTS: \$10,000**

**5 - Equipment**

Equipment is tangible 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 threshold is below \$5,000, check the box below and provide the equipment 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 how many of each item, the full cost of each item, and the percentage of time this item will be dedicated to MCSAP activities.

The Total Project Costs equal # of Items x Full Cost per Item x Percentage of Time Dedicated to MCSAP.

Equipment Project Costs						
Item Name	# of Items	Full Cost per Item	% Time Dedicated to MCSAP	Total Project Costs	Federal Share	State Share
<b>TOTAL: Equipment</b>				<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>Equipment threshold is greater than \$5,000.</b>						
<b>Planned MOE: Equipment</b>	<b>\$0.00</b>					

**Enter detailed explanation of how you came up with the equipment costs.**

We do not intend to purchase any new equipment for the Motor Carrier Division this year.

**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.*

*List a description of each item requested, including the number of each unit/item, the unit of measurement for the item, and the cost of each item/unit.*

*Total Project Costs equal #of Units x Cost per Unit.*

Supplies Project Costs						
Item Name	# of Units/Items	Unit of Measurement	Cost per Unit	Total Project Costs	Federal Share	State Share
<b>TOTAL: Supplies</b>				<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>Planned MOE: Supplies</b>	<b>\$0.00</b>					

***Enter detailed explanation of how you came up with the supplies costs.***

We do not intend to purchase and supplies for the Motor Carrier Division this year.

## 7 - Contractual and Subaward

*This section includes both 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](#), [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.*

*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 used to support (i.e. ITD, PRISM, SSDQ or other services).*

Contractual and Subaward Project Costs						
Legal Name	DUNS/EIN	Number	Instrument Type	Total Project Costs	Federal Share	State Share
Brudis & Associates, Inc.	EIN	521831020	Contract	\$110,760.00	\$110,760.00	\$0.00
Description of Services: Crash Data Upload Services						
Johnson, Mirmiran, and Thompson, Inc.	EIN	520963531	Contract	\$110,240.00	\$110,240.00	\$0.00
Description of Services: On-Site Support Services for Data Analysis and Application Maintenance						
University of Maryland	EIN	521231231	Contract	\$92,000.00	\$0.00	\$92,000.00
Description of Services: Special Projects						
Anne Arundel County Police Department	EIN	526000878	Subrecipient	\$15,000.00	\$0.00	\$15,000.00
Description of Services: Perform CMV Safety Inspectitons						
Baltimore County Police Department	EIN	526000889	Subrecipient	\$25,000.00	\$0.00	\$25,000.00
Description of Services: Perform CMV Safety Inspections						
Calvert County Sheriff's Office	EIN	526002810	Subrecipient	\$7,500.00	\$0.00	\$7,500.00
Description of Services: Perform CMV Safety Inspectitons						
Carroll County Sheriff's Office	EIN	526000910	Subrecipient	\$15,000.00	\$0.00	\$15,000.00
Description of Services: Perform CMV Safety Inspectitons						
Charles County Sheriff's Office	EIN	526000925	Subrecipient	\$10,000.00	\$0.00	\$10,000.00
Description of Services: Perform CMV Safety Inspectitons						
Frederick County Sheriff's Office	EIN	526000943	Subrecipient	\$25,000.00	\$0.00	\$25,000.00
Description of Services: Perform CMV Safety Inspectitons						
Greenbelt City Police Department	EIN	526000793	Subrecipient	\$5,000.00	\$0.00	\$5,000.00
Description of Services: Perform CMV Safety Inspectitons						
Harford County Sheriff's Office	EIN	526000959	Subrecipient	\$15,000.00	\$0.00	\$15,000.00
Description of Services: Perform CMV Safety Inspectitons						
Howard County Police Department	EIN	526000965	Subrecipient	\$25,000.00	\$0.00	\$25,000.00
Description of Services: Perform CMV Safety Inspectitons						
Kent County Sheriff's Office	EIN	526000974	Subrecipient	\$10,000.00	\$0.00	\$10,000.00
Description of Services: Perform CMV Safety Inspectitons						
Town of LaPlata Police Department	EIN	526002080	Subrecipient	\$5,000.00	\$0.00	\$5,000.00
Description of Services: Perform CMV Safety Inspectitons						
Montgomery County Police Department	EIN	526000980	Subrecipient	\$25,000.00	\$0.00	\$25,000.00
Description of Services: Perform CMV Safety Inspectitons						
Town of Ocean City Police Department	EIN	526000802	Subrecipient	\$5,000.00	\$0.00	\$5,000.00
Description of Services: Perform CMV Safety Inspectitons						
Prince George's County Police Department	EIN	526000998	Subrecipient	\$25,000.00	\$0.00	\$25,000.00
Description of Services: Perform CMV Safety Inspectitons						

Queen Anne's County Sheriff's Office	EIN	521011271	Subrecipient	\$10,000.00	\$0.00	\$10,000.00
Description of Services: Perform CMV Safety Inspectitons						
Rockville City Police Department	EIN	526001573	Subrecipient	\$25,000.00	\$0.00	\$25,000.00
Description of Services: Perform CMV Safety Inspectitons						
Talbot County Sheriff's Office	EIN	526001028	Subrecipient	\$10,000.00	\$0.00	\$10,000.00
Description of Services: Perform CMV Safety Inspectitons						
Washington County Sheriff's Office	EIN	526001037	Subrecipient	\$10,000.00	\$0.00	\$10,000.00
Description of Services: Perform CMV Safety Inspectitons						
Maryland Department of Environment	EIN	526002033	Subrecipient	\$82,100.00	\$82,100.00	\$0.00
Description of Services: Commercial Vehicle Enforcement						
Maryland Transportation Authority Police	EIN	526002033	Subrecipient	\$0.00	\$0.00	\$0.00
Description of Services: Commercial Vehicle Enforcement						
Maryland State Police	EIN	526002033	Subrecipient	\$3,409,168.00	\$3,078,986.00	\$330,182.00
Description of Services: Commercial Vehicle Enforcement						
<b>TOTAL: Contractual and Subaward</b>				<b>\$4,071,768.00</b>	<b>\$3,382,086.00</b>	<b>\$689,682.00</b>
<b>Planned MOE: Contractual and Subaward</b>	<b>\$0.00</b>					

***Enter detailed explanation of how you came up with the contractual and subaward costs.***

## CONTRACTUALS:

All contracts identified below were procured in compliance with all State procurement requirements and with 2 CFR 200.317 through 326.

### Brudis & Associates, Inc..

Data Analyst

#### **\$110,760 Fully Loaded**

Data analyst provided by Brudis & Assoc. is responsible for the review and upload of all commercial vehicle crashes to SAFETYNET and manages all DataQ challenges related to those crashes. The data analyst manages our Intrastate Maryland DOT # program and handles related questions.

### Johnson, Mirmiran, and Thompson, Inc.

Data Analyst

#### **\$110,240 Fully Loaded**

Data Analyst provided by JMT is responsible for development, maintenance and repair of Form 24-1 computer application which provides Maryland State Police and Maryland Transportation Authority Police an enforcement activities database to record hours worked and results of all the individual CMV initiatives. This analyst is also responsible for maintaining and upgrading the interface between the new Automated Crash Reporting System (ACRS) and SAFETYNET.

### University of Maryland

Special Projects Manager - Legislation & Outreach

#### **\$92,000 Fully Loaded**

Our Special Projects Manager, a retired sworn officer from the MDTP with motor carrier enforcement/supervisory experience, is a

full-time employee of the University of Maryland working out of the Motor Carrier Division. This position is funded with 100% state match. The special projects manager handles daily inquiries from the trucking industry, reviews and assists with motor carrier legislative issues and performs outreach through presentations to motor carrier industry related groups. The special projects manager is also responsible for assisting with the updating/developing of our motor carrier handbook and trucker's map.

## SUBRECIPIENTS:

### Local Police Agencies

The following local Maryland police agencies are provided with the funding amounts indicated below to conduct additional safety inspections on an overtime basis in areas that may not be regularly targeted by the Maryland State Police CVED or other state enforcement agencies. All overtime is reimbursed using state funds.

\$15,000	Anne Arundel County Police Department
\$25,000	Baltimore County Police Department
\$7,500	Calvert County Sheriff's Office
\$15,000	Carroll County Sheriff's Office
\$10,000	Charles County Sheriff's Office
\$25,000	Frederick County Sheriff's Office
\$5,000	Greenbelt Police Department
\$15,000	Harford County Sheriff's Office
\$25,000	Howard County Police Department
\$10,000	Kent County Sheriff's Office
\$5,000	La Plata Police Department
\$25,000	Montgomery County Police Department
\$5,000	Ocean City Police Department
\$25,000	Prince George's County Police Department
\$10,000	Queen Anne's County Sheriff's Office
\$25,000	Rockville City Police Department
\$10,000	Talbot County Sheriff's Office
\$10,000	Washington County Sheriff's Office

**TOTAL Funding: \$267,500**

Federal Share: \$267,500

State Share: \$ 0

The purposes for funding local enforcement agencies are:

- To increase the number of NAS inspections performed by participating jurisdictions.
- To target non-compliant carriers that are using county, city, state and other roads that are not normally patrolled by the MSP/CVED or the MdTAP/CSVU.
- To discourage the use of county, city, state and some other roads as bypass routes to avoid Truck Weigh/inspection Stations (TWIS).
- To improve highway safety by removing non-compliant carriers from Maryland roads.

Based on the size of the enforcement agency, their location, and number of inspections conducted in previous years, the MCD will provide State-match overtime funding to the agencies appearing in the contractual budget. In return, the Participating Jurisdiction will provide the following:

- The funding will be used for overtime compensation for certified NAS inspectors to perform NAS inspections and CMV traffic enforcement.
- The participating jurisdiction will make all arrangements to receive required training from the CVED, have their inspectors NAS certified, and maintain that certification throughout the year.
- All CMV traffic enforcement actions will be accompanied by a level I, II or III inspection.
- The inspections and enforcement will be in addition to what is normally performed by the participating jurisdiction.
- Cooperative efforts with MSP/CVED, MdTAP/CSVU and other agencies are encouraged, as well as participation in projects such as "Roadcheck", "Maryland Inspector Competition" and "Operation Air Brake" for which overtime funds may also be used.
- When practical, the participating jurisdiction will coordinate their hours and/or location of operation with the MSP/CVED and/or the MdTAP/CSVU to avoid duplication of effort and unnecessary overlap.
- All inspections are to be conducted in strict compliance with NAS inspection procedures in locations that are not dangerous to the inspector, driver or the general public.
- The participating Jurisdiction will keep records as required by the SHA and submit them quarterly, along with an invoice, on forms to be provided by the SHA.

### **Maryland Department of Environment (MDE)**

#### TRAVEL COSTS

Estimated cost for one employee to attend COHMED Conference: 1 @ \$2,000 each = \$2,000

Estimated cost for one employee to attend Spring CVSA Conference: 1 @ \$2,000 each = \$2,000

Estimated cost for one employee to attend Fall CVSA Conference: 1 @ \$2,000 each = \$2,000

**Total TRAVEL Costs: \$6,000**

Federal Share: \$6,000

State Share: \$ 0

SUPPLY COSTS

Supplies to furnish two newly purchased HazMat work vans: \$3,000

Uniform supplies for two newly hired contractual inspectors: \$2,300

**Total SUPPLY Costs: \$5,300**

Federal Share: \$5,300

State Share: \$0

EQUIPMENT COSTS

Laptop Computers to equip two newly purchased HazMat work vans: \$1,000

Printers to equip two newly purchased HazMat work vans: \$200

Radiation detection devices to equip two newly purchased HazMat work vans: \$2,000

Gas Meters to equip two newly purchased HazMat work vans: \$1,000

Striping and agency decals for two newly purchased HazMat work vans: \$800

Emergency lights & sirens for two newly purchased HazMat work vans: \$2,000

Police style radio systems for two newly purchased HazMat work vans: \$4,000

**Total EQUIPMENT Costs: \$11,000**

Federal Share: \$11,000

State Share: \$ 0

CONTRACTUAL COSTS

The Maryland Department of Environment will be employing a full-time contractual HAZMAT inspector. The inspector will enhance Maryland's MCSAP program by conducting random inspections on HAZMAT vehicles traveling Maryland highways and on HAZMAT vehicles that have been involved in crashes. The inspector will be working along side other MCSAP inspectors at inspection facilities and will be assisting other inspectors with their expertise in HAZMAT issues. The additional contractual inspector will be assigned to areas of the State that are currently not staffed full-time by specialized HAZMAT inspector.

Cost to employ contractual HAZMAT inspector: \$50,000 Fully Loaded

**Total CONTRACTUAL Costs: \$50,000**

Federal Share: \$50,000

State Share: \$ 0

OTHER COSTS

Training - Purchase of FMCSR Books: 450 @ \$10.00 each = \$4,500

Training - Purchase of HazMat Books: \$5,300

**Total OTHER Costs: \$9,800**

Federal Share: \$9,800

State Share: \$ 0

**TOTAL MDE COSTS (Travel, Equipment, Supplies, Contractual & Other Costs): \$82,100**

Federal Share: \$82,100



State Share: \$ 0

**Maryland Transportation Authority Police (MdTAP)**

The budget narrative section for the Maryland Transportation Authority Police (MdTAP) was removed from the financial information section. The MdTAP has not accepted funding from the MCD via the MCSAP grant as planned for FFY2018. The MdTAP will continue its CMV enforcement effort through other state funding sources.

**Maryland State Police (MSP)****PERSONNEL COSTS**

Salary Costs for all positions (sworn and civilian) - \$1,750,851

Federal Share: \$1,488,114

State Share: \$262,737

Overtime Costs for all positions (sworn and civilian) - \$918,575

Federal Share: \$918,575

State Share: \$0

MSP/CVED –

Since all troopers and inspectors are cross-trained to perform MCSAP, Size and Weight, and other duties, the Motor Carrier Division has implemented the use of a computer application (Form 24-1) that records the hours worked by personnel as either MCSAP or Non-MCSAP. In the most recent twelve-month period (Jul 1, 2016 - Jun 30, 2017) CVED personnel reported 68% of their hours as performing MCSAP duties. SHA/MDOT will fund the large majority of MSP salary & fringe well beyond the amount granted to Maryland.

**Overtime Information**

The Maryland Division Administrator had increased Maryland's allowable overtime amount to 20% of the estimated total award: Adjustable total allowable overtime amount - \$918,575

**\$918,575 in MSP-CVED Overtime**

Portion of MSP overtime to be disbursed for roving CVED patrols performing traffic enforcement with inspections and MSP barracks conducting traffic enforcement without inspections. The following local initiatives monitored by Sergeants at the TWIS and national programs directed out of CVED headquarters will be supported with individual O.T. budgets:

**MSP/CVED Initiatives (overtime)**

ACT	\$10,000
AGGRESSIVE DRIVER	\$80,000
BASH	\$20,000
BRAKE CHECK	\$10,000
CHASSIS	\$25,000
E-STREET	\$15,000
FED-EX FIELD	\$10,000
GIT	\$10,000
INSPECTOR COMP.	\$10,000
LOBO	\$10,000
MSP BARRACKS	\$75,000
OPERATION BUS	\$12,500
OPERATION I-81	\$25,000
ROADCHECK	\$19,419
ROUTE 404	\$10,000
SAND	\$15,000
SAFE DRIVER	\$20,000

SMASH	\$20,000
STORM/CLOG	\$7,500
TTOPS	\$40,000
VWS	\$60,000
WEEKEND WARRIOR	\$30,000
WOW	\$20,000
<b>Additional OT Funds</b>	<b>\$364,156</b>

Total MSP/CVED Initiative Overtime: **\$918,575**

MSP overtime invoices each include Indirect Cost Rate of **25.67%**. MSP charges vehicle expense at the rate of \$8.50 which effectively averaged 11% of invoice totals for FFY2016.

**Total PERSONNEL Costs: Salary \$1,750,851 + OT \$918,575 = \$2,669,426**

Federal Share: **\$2,406,689**

State Share: **\$ 262,737**

#### **Justification for Request to Increase Overtime Funding Percentage:**

Over the past years, Maryland has developed a comprehensive enforcement program including roving crews that conduct inspections and traffic enforcement. Much of enforcement provided by these crews are done on overtime on inspection station bypass routes or during off peak hours. During this time, Maryland has relied upon 100% of our incentive funding to support these activities. With no incentive funding again in FFY2018, we had to face cutting back our traffic enforcement initiatives or seeking the additional overtime allowance. We made the request to increase the allowable overtime limit from 15% to 20% to our FMCSA Division Office and received approval, which was included in our uploaded documents. This request was meant to cover the totality of our CVSP and therefore applies to the sum of our comprehensive budget, the budgets for the lead agency and sub-recipients.

#### **TRAVEL COSTS**

Maryland is budgeting the average cost of travel per employee of \$2,000 for CVSA conferences as computed previously in SHA Travel. Other conferences include the North American Inspectors' Competition (NAIC) and Cooperative Hazardous Materials Enforcement Development (COHMED). NAIC includes our top inspector from Maryland and two judges. NAIC is recognized as the ultimate means of pushing our commercial vehicle inspectors toward achieving excellence in their work.

Estimated cost for four employees to attend Spring CVSA Conference: 4 @ \$2,000 each = \$8,000

Estimated cost for four employees to attend Fall CVSA Conference: 4 @ \$2,000 each = \$8,000

Estimated cost for one employee to attend COHMED Conference: 1 @ \$2,000 each = \$2,000

Estimated cost for three employees to attend NAIC: 3 @ \$2,000 each = \$6,000

**Total Travel Costs: \$24,000**

Federal Share: \$24,000

State Share: \$ 0

#### **EQUIPMENT COSTS**

**Portable Scale Repair (Used during MCSAP roadside inspections): \$3,500**

**Link Adapter Software Renewal: \$2,000**

**Range Finders & Measuring Sticks: \$5,000**

**"INSPECT" software license: \$20,000**

**Total Equipment Costs: \$30,500**

Federal Share: **\$30,500**

State Share: \$0

#### **OTHER COSTS**

INDIRECT COSTS:

Indirect cost is figured only on the overtime enforcement initiatives worked by the MSP and MDTAP. The indirect cost in this section is based on 20% of the total Basic Award funding. Special authorization was given by the Maryland Division Administrator to increase Maryland's overtime amount

from 15% to 20%. Indirect Cost rate substantiated by DOJ:

On Salary

\$1,750,851 X Indirect Cost Rate of 25.67% = \$449,443 in indirect costs on salary.

Federal Share: \$381,998

State Share: \$ 67,445

On Overtime

20% of Total Award: \$918,575 = \$918,575 MSP overtime funding

\$918,575 X Indirect Cost Rate of 25.67% = \$235,798 in indirect costs on overtime funding

Federal Share: \$235,798

State Share: \$ 0

TOTAL INDIRECT COSTS: Salary Indirect \$449,443 + OT Indirect \$235,798 = \$685,241

Federal Share: \$617,796

State Share: \$ 67,445

Annual Commercial Vehicle Safety Summit to be hosted by MSP - CVED in FFY2018:

The section containing costs for the FFY18 Safety Summit has been removed. The summit will not take place until FFY19 and will use FFY19 MCSAP funds.

**Total OTHER Costs: \$685,241**

Federal Share: \$617,796

State Share: \$ 67,445

**TOTAL MSP COSTS (Personnel, Travel, Equipment and Other Costs): \$3,409,168**

Federal Share: \$3,078,986

State Share: \$ 330,182

## 8 - Other Costs

*Other costs are those not classified elsewhere, such as communications or utility costs. As with other expenses, these must be allocable to the Federal award. The total costs and allocation bases must be shown 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.) and unit cost must be included. All Other costs must be specifically itemized and described.*

*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.*

*Enter a description of each requested Other Cost.*

*Enter the number of items/units, the unit of measurement, and the cost per unit/item 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 Number of Units x Cost per Item.*

### 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/Items	Unit of Measurement	Cost per Unit	Total Project Costs	Federal Share	State Share
Printing Out-of-Service Criteria	1	Printing	\$1,000.00	\$1,000.00	\$1,000.00	\$0.00
Judicial Outreach Program	150	Copies of FMCSR	\$10.00	\$1,500.00	\$1,500.00	\$0.00
CVSA Membership	1	Maryland Membership	\$10,400.00	\$10,400.00	\$10,400.00	\$0.00
Trucker's Map	40000	1 Map	\$1.00	\$40,000.00	\$40,000.00	\$0.00
Motor Carrier Handbook	10000	1 Handbook	\$1.50	\$15,000.00	\$15,000.00	\$0.00
Outreach - Internet Media	1	3 Month Period	\$20,000.00	\$20,000.00	\$20,000.00	\$0.00
Outreach - Gas Pump Toppers	1	6 Week Period	\$60,000.00	\$60,000.00	\$60,000.00	\$0.00
Outreach - Billboards	1	3 Month Period	\$50,000.00	\$50,000.00	\$50,000.00	\$0.00
Outreach - Radio (Broadcast & Internet)	1	3 Month Period	\$100,000.00	\$100,000.00	\$100,000.00	\$0.00
Outreach - Media Develop. & Admin.	1	1 year	\$20,000.00	\$20,000.00	\$20,000.00	\$0.00
<b>TOTAL: Other Costs</b>				<b>\$317,900.00</b>	<b>\$317,900.00</b>	<b>\$0.00</b>
<b>Planned MOE: Other Costs</b>	<b>\$317,900.00</b>					

***Enter detailed explanation of how you came up with the other costs.***

Printing of CVSA OOS Criteria for law enforcement Cost: \$1,000

CVSA annual membership: Cost: One Government Membership at \$10,400

Outreach/Education

150 copies of FMCSR to judges & prosecutors in support of our Judicial Outreach Program at \$10.00 each.

Total Cost: \$1,500

Reprint 40,000 Maryland Truckers Maps redesigned to include additional National Network routes at \$1.00 each.

Total Cost: \$40,000

Reprint 10,000 Maryland Motor Carrier Handbooks with updated state and fed regulatory info. At \$1.50 each.

Total Cost: \$15,000

Media Based Outreach

Internet media over three months. Total Cost: \$20,000

Gas station pump toppers at approximately 120 stations. Total Cost: \$60,000

Outdoor billboards promoting truck safety over three months. Total Cost: \$50,000

Radios ads (broadcast & Internet) on stations over three months. Total Cost: \$100,000

Development and administration of advertising campaign. Total Cost: \$20,000

Our advertising campaign will continue to promote the previous No-Zone and Smooth Operator messages regarding the dangers of cutting-off trucks and tailgating while integrating the new "Our Roads Our Safety" messages. We will present graphic and worded messages on

highway static and digital billboards, gas pump toppers, broadcast and Internet radio ads, and Internet social media. It is estimated that our CMV safety related outreach media efforts will generate over 40 million media impressions.

**TOTAL OTHER Costs: \$317,900**

## 9 - Comprehensive Spending Plan

The comprehensive spending plan is auto-populated from all line items in the tables and is in read-only format.

ESTIMATED Fiscal Year Funding Amounts for MCSAP			
	85% Federal Share	15% State Share	Total Estimated Funding
Total	\$3,908,195.00	\$689,682.00	\$4,597,877.00

Summary of MCSAP Funding Limitations	
Allowable amount for Overtime without written justification (15% of Basic award amount):	\$689,682.00
MOE Baseline:	\$0.00

Estimated Expenditures			
Personnel			
	Federal Share	State Share	Total Project Costs
Asst. Chief of Motor Carrier Division	\$42,250.00	\$0.00	\$42,250.00
Grant Manager - MCD	\$64,400.00	\$0.00	\$64,400.00
<b>Salary Subtotal</b>	<b>\$106,650.00</b>	<b>\$0.00</b>	<b>\$106,650.00</b>
<b>Overtime subtotal</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>Personnel total</b>	<b>\$106,650.00</b>	<b>\$0.00</b>	<b>\$106,650.00</b>
<b>Planned MOE</b>	<b>\$106,650.00</b>		

Fringe Benefits			
	Federal Share	State Share	Total Project Costs
Asst. Chief of Motor Carrier Division	\$36,271.62	\$0.00	\$36,271.62
Grant Manager MCD	\$55,287.40	\$0.00	\$55,287.40
<b>Fringe Benefits total</b>	<b>\$91,559.02</b>	<b>\$0.00</b>	<b>\$91,559.02</b>
<b>Planned MOE</b>	<b>\$91,559.00</b>		

Travel			
	Federal Share	State Share	Total Project Costs
SHA/MDOT Attend Spring CVSA	\$4,000.00	\$0.00	\$4,000.00
SHA/MDOT Attend Fall CVSA	\$4,000.00	\$0.00	\$4,000.00
SHA/MDOT CVSP Planning Meeting	\$2,000.00	\$0.00	\$2,000.00
<b>Travel total</b>	<b>\$10,000.00</b>	<b>\$0.00</b>	<b>\$10,000.00</b>
<b>Planned MOE</b>	<b>\$10,000.00</b>		

Equipment			
	Federal Share	State Share	Total Project Costs
<b>Equipment total</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>Planned MOE</b>	<b>\$0.00</b>		

Supplies			
	Federal Share	State Share	Total Project Costs
<b>Supplies total</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>Planned MOE</b>	<b>\$0.00</b>		



<b>Contractual and Subaward</b>			
	<b>Federal Share</b>	<b>State Share</b>	<b>Total Project Costs</b>
Brudis & Associates, Inc.	\$110,760.00	\$0.00	\$110,760.00
Johnson, Mirmiran, and Thompson, Inc.	\$110,240.00	\$0.00	\$110,240.00
University of Maryland	\$0.00	\$92,000.00	\$92,000.00
Anne Arundel County Police Department	\$0.00	\$15,000.00	\$15,000.00
Baltimore County Police Department	\$0.00	\$25,000.00	\$25,000.00
Calvert County Sheriff's Office	\$0.00	\$7,500.00	\$7,500.00
Carroll County Sheriff's Office	\$0.00	\$15,000.00	\$15,000.00
Charles County Sheriff's Office	\$0.00	\$10,000.00	\$10,000.00
Frederick County Sheriff's Office	\$0.00	\$25,000.00	\$25,000.00
Greenbelt City Police Department	\$0.00	\$5,000.00	\$5,000.00
Harford County Sheriff's Office	\$0.00	\$15,000.00	\$15,000.00
Howard County Police Department	\$0.00	\$25,000.00	\$25,000.00
Kent County Sheriff's Office	\$0.00	\$10,000.00	\$10,000.00
Town of LaPlata Police Department	\$0.00	\$5,000.00	\$5,000.00
Montgomery County Police Department	\$0.00	\$25,000.00	\$25,000.00
Town of Ocean City Police Department	\$0.00	\$5,000.00	\$5,000.00
Prince George's County Police Department	\$0.00	\$25,000.00	\$25,000.00
Queen Anne's County Sheriff's Office	\$0.00	\$10,000.00	\$10,000.00
Rockville City Police Department	\$0.00	\$25,000.00	\$25,000.00
Talbot County Sheriff's Office	\$0.00	\$10,000.00	\$10,000.00
Washington County Sheriff's Office	\$0.00	\$10,000.00	\$10,000.00
Maryland Department of Environment	\$82,100.00	\$0.00	\$82,100.00
Maryland Transportation Authority Police	\$0.00	\$0.00	\$0.00
Maryland State Police	\$3,078,986.00	\$330,182.00	\$3,409,168.00
<b>Contractual and Subaward total</b>	<b>\$3,382,086.00</b>	<b>\$689,682.00</b>	<b>\$4,071,768.00</b>
<b>Planned MOE</b>	<b>\$0.00</b>		

Other Costs			
	Federal Share	State Share	Total Project Costs
Printing Out-of-Service Criteria	\$1,000.00	\$0.00	\$1,000.00
Judicial Outreach Program	\$1,500.00	\$0.00	\$1,500.00
CVSA Membership	\$10,400.00	\$0.00	\$10,400.00
Trucker's Map	\$40,000.00	\$0.00	\$40,000.00
Motor Carrier Handbook	\$15,000.00	\$0.00	\$15,000.00
Outreach - Internet Media	\$20,000.00	\$0.00	\$20,000.00
Outreach - Gas Pump Toppers	\$60,000.00	\$0.00	\$60,000.00
Outreach - Billboards	\$50,000.00	\$0.00	\$50,000.00
Outreach - Radio (Broadcast & Internet)	\$100,000.00	\$0.00	\$100,000.00
Outreach - Media Develop. & Admin.	\$20,000.00	\$0.00	\$20,000.00
<b>Other Costs total</b>	<b>\$317,900.00</b>	<b>\$0.00</b>	<b>\$317,900.00</b>
<b>Planned MOE</b>	<b>\$317,900.00</b>		

Total Costs			
	Federal Share	State Share	Total Project Costs
<b>Subtotal for Direct Costs</b>	<b>\$3,908,195.02</b>	<b>\$689,682.00</b>	<b>\$4,597,877.02</b>
<b>Total Costs Budgeted</b>	<b>\$3,908,195.02</b>	<b>\$689,682.00</b>	<b>\$4,597,877.02</b>
<b>Total Planned MOE</b>	<b>\$526,109.00</b>		

## 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.

- 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	\$3,908,195.00	\$689,682.00	\$4,597,877.00

Summary of MCSAP Funding Limitations	
Allowable amount for Overtime without written justification (15% of Basic award amount):	\$689,682.00
MOE Baseline:	\$0.00

Estimated Expenditures				
	Federal Share	State Share	Total Project Costs	Planned MOE Costs
Salary Subtotal	\$106,650.00	\$0.00	\$106,650.00	NA
Overtime Subtotal	\$0.00	\$0.00	\$0.00	NA
Personnel Total	\$106,650.00	\$0.00	\$106,650.00	\$106,650.00
Fringe Benefits Total	\$91,559.02	\$0.00	\$91,559.02	\$91,559.00
Travel Total	\$10,000.00	\$0.00	\$10,000.00	\$10,000.00
Equipment Total	\$0.00	\$0.00	\$0.00	\$0.00
Supplies Total	\$0.00	\$0.00	\$0.00	\$0.00
Contractual and Subaward Total	\$3,382,086.00	\$689,682.00	\$4,071,768.00	\$0.00
Other Costs Total	\$317,900.00	\$0.00	\$317,900.00	\$317,900.00
	85% Federal Share	15% State Share	Total Project Costs	Planned MOE Costs
Subtotal for Direct Costs	\$3,908,195.02	\$689,682.00	\$4,597,877.02	\$526,109.00
Indirect Costs	\$0.00	\$0.00	\$0.00	NA
<b>Total Costs Budgeted</b>	<b>\$3,908,195.02</b>	<b>\$689,682.00</b>	<b>\$4,597,877.02</b>	<b>\$526,109.00</b>

**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.*

**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? Dave Czorapinski
2. What is this person's title? Chief, State Hwy Administration Motor carrier Div.
3. Who is your Governor's highway safety representative? Christine Nizer
4. What is this person's title? Administrator, Motor Vehicle Administration

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

- ☒ Yes
- ☐ No

**State Certification declaration:**

I, Dave Czorapinski, Chief, State Hwy Administration Motor carrier Div., on behalf of the State of MARYLAND, 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](#).

**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? Dave Czorapinski
2. What is the title of your certifying State official? Chief of the State Highway Motor Carrier Division
3. What are the phone # and email address of your State official? 410-582-5734 dczorapinski@sha.state.md.us

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

- ☒ Yes
- ☐ No

I, Dave Czorapinski, 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.

**3 - New Laws/Legislation/Policy Impacting CMV Safety**

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

☐ Yes ☒ No

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

☐ Yes ☒ No



U.S. Department  
of Transportation  
Federal Highway  
Administration

Maryland Division

10 S. Howard Street, Suite 2450  
Baltimore, MD 21201  
(410)962-4440  
(410)962-4054

October 13, 2016

Refer to: HDA-MD

Mr. Gregory Johnson  
Administrator  
Maryland State Highway Administration  
707 North Calvert Street  
Baltimore, MD 21202

Dear Mr. Johnson:

We have completed our review of the Maryland State Highway Administration's payroll additive rate for Fiscal Year 2017 as set forth in your October 2, 2016 letter. We approve the payroll additive percentage of 78.35% to be applied to direct labor costs incurred on Federal-aid projects for the period October 1, 2016 through September 30, 2017.

If you have any questions please contact Brenda Sullivan at (410) 779-7137.

Sincerely,

Shay Burrows  
Acting Division Administrator