

# **MASSACHUSETTS**

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

**Date of Approval: Sep 19, 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 Commonwealth of Massachusetts is committed to reducing the number of traffic crashes and associated injuries/fatalities with coordinated enforcement and educational efforts focused on commercial vehicle operators and other vehicles and roadway users operating in the vicinity of commercial vehicles.

The Massachusetts State Police (MSP) has been the lead MCSAP agency in Massachusetts since the inception of the MCSAP program. The MSP Commercial Vehicle Enforcement Section (CVES) is responsible for implementing the MCSAP Program within Massachusetts. Under state statute, we have the authority to enforce all state laws and the appropriate FMCSA regulations anywhere in the territorial confines of Massachusetts.

The Department of Public Utilities (DPU) is a non-funded participating member. The DPU addresses the safety of equipment and operation of motorcoach companies and transit authority buses. The DPU also regulates commercial common carriers that perform residential household goods moved within the Commonwealth. The CVES and DPU continue to have an outstanding working relationship and as a result, passenger and household goods enforcement activities are jointly pursued. The FMCSA, MSP CVES, and DPU conduct quarterly meetings. In addition, the MSP CVES meets with local jurisdictions and the Massachusetts Highway Safety Division to coordinate seat belt enforcement operations.

The University of Massachusetts Traffic Safety Research Program (UMassSafe) continues to provide state specific data to help direct safety activities including crash causation, high crash regions and corridors as well as training development.

**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 MSP CVES is commanded by a Lieutenant and currently has a total of 30 personnel assigned to the section, 28 sworn personnel, and 2 civilian personnel. There are five teams deployed on a regional basis. The full time compliance review position is currently vacant due to a retirement. Four full time officers are assigned to the New Entrant Program.

**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:   | MA STATE POLICE (MSP) COMMERCIAL VEHICLE ENFORCEMENT SECTION (CVES) |
| Enter total number of personnel participating in MCSAP activities    | 30  |
| <b>National Program Elements</b>                                     | <b>Enter # personnel below</b>                                      |
| Driver and Vehicle Inspections                                       | 28  |
| Traffic Enforcement Activities                                       | 28  |
| Investigations*  | 4   |
| Public Education and Awareness                                       | 28  |
| Data Collection and Reporting  | 30  |
| * Formerly Compliance Reviews and Includes New Entrant Safety Audits |   |

| Subrecipient Information   |                                |
|--|--------------------------------|
| Agency Name:   | NONE                           |
| Enter total number of personnel participating in MCSAP activities    | 0                              |
| <b>National Program Elements</b>                                     | <b>Enter # personnel below</b> |
| Driver and Vehicle Inspections                                       |                                |
| Traffic Enforcement Activities                                       |                                |
| Investigations*  |                                |
| Public Education and Awareness                                       |                                |
| Data Collection and Reporting  |                                |
| * Formerly Compliance Reviews and Includes New Entrant Safety Audits |                                |

| Non-funded Agency Information             |   |
|---|---|
| Total number of agencies:                 | 1 |
| Total # of MCSAP Participating Personnel: | 9 |

## 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:** Large Truck Fatal Crashes per 100M VMT

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

| Measurement Period (Include 5 Periods) |            | Fatalities | Goal   | Outcome |
|--|------------|------------|--------|---------|
| Begin Date                             | End Date   |            |        |         |
| 01/01/2016                             | 12/31/2016 | 33         | 0.0547 | 0.0547  |
| 01/01/2015                             | 12/31/2015 | 32         | 0.0497 | 0.0540  |
| 01/01/2014                             | 12/31/2014 | 37         | 0.0643 | 0.0655  |
| 01/01/2013                             | 12/31/2013 | 37         | 0.0657 | 0.0657  |
| 01/01/2012                             | 12/31/2012 | 29         | 0.0518 | 0.0518  |

## MOTORCOACH/PASSENGER CARRIER CRASHES

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

**Goal measurement as defined by your State:** N/A

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

# fatalities (2-7 per year) too low to measure a goal

| Measurement<br>Period (Include 5 Periods) |            | Fatalities | Goal | Outcome |
|---|------------|------------|------|---------|
| Begin Date                                | End Date   |            |      |         |
| 01/01/2016                                | 12/31/2016 | 7          |      |         |
| 01/01/2015                                | 12/31/2015 | 3          |      |         |
| 01/01/2014                                | 12/31/2014 | 2          |      |         |
| 01/01/2013                                | 12/31/2013 | 3          |      |         |
| 01/01/2012                                | 12/31/2012 | 4          |      |         |



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

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

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

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

**Goal measurement as defined by your State:** N/A

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

There have been no fatalities. However there is a state specific goal regarding inspections.

| Measurement<br>Period (Include 5 Periods) |            | Fatalities | Goal | Outcome |
|---|------------|------------|------|---------|
| Begin Date                                | End Date   |            |      |         |
| 01/01/2016                                | 12/31/2016 | 0          |      |         |
| 01/01/2015                                | 12/31/2015 | 0          |      |         |
| 01/01/2014                                | 12/31/2014 | 0          |      |         |
| 01/01/2013                                | 12/31/2013 | 0          |      |         |
| 01/01/2012                                | 12/31/2012 | 0          |      |         |

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

--Fatal Count Source: FMCSA Motor Carrier Management Information System (MCMIS) data snapshot as of 05/26/2017, including crash records through 01/31/2017 - <https://ai.fmcsa.dot.gov/CrashStatistics/rptSummary.aspx>. VMT Source: FHWA Annual Highway Statistics 2011-2014 Table VM-2 as of 6/29/16; 2015 was projected. --MC: FMCSA Motor Carrier Management Information System (MCMIS) data snapshot as of 05/26/2017, including crash records through 01/31/2017. The data presented are subject to update as new or additional information may be reported to MCMIS following the snapshot date - <https://ai.fmcsa.dot.gov/CrashStatistics/rptSummary.aspx>. --HM: FMCSA Motor Carrier Management Information System (MCMIS) data snapshot as of 05/26/2017, including crash records through 01/31/2017. The data presented are subject to update as new or additional information may be reported to MCMIS following the snapshot date - <http://ai.fmcsa.dot.gov/CrashStatistics/rptHazmat.aspx?rpt=HMPL>.

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

Massachusetts consistently has a lower CMV fatality rate per 100 million vehicle miles traveled than most states and the nation as a whole.

The MSP CVES does not have a goal specific to the reduction of motorcoach/passenger fatalities because the number of such fatalities is too low to measure change. Instead, a goal to reduce all CMV crashes exists which includes strategies to reduce motorcoach/passenger fatalities. The MSP CVES does implement motorcoach enforcement and inspection strategies and has a specific passenger transportation safety goal regarding inspections that is outlined in the State Specific Goals section of this CVSP.

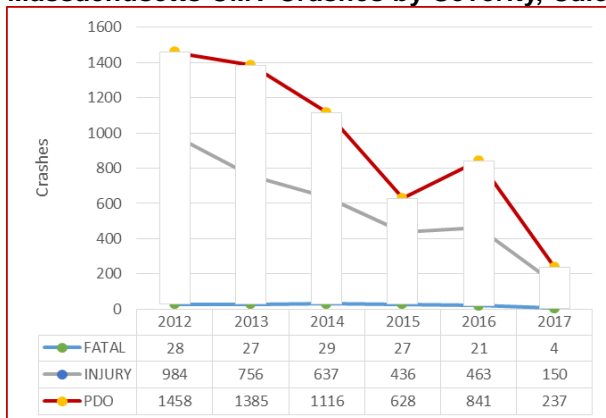
There have been no fatalities involving crashes with a HM release/spill between 2012-2016, therefore there is no specific fatality related goal. However, the MSP CVES does implement enforcement and inspection strategies and has a specific hazardous materials safety goal regarding inspections that is outlined in the State Specific Goals section of this CVSP.

**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.**

In general, over the last several years, there has been a steady decline in the number of commercial motor vehicle (CMV) crashes in Massachusetts from 2,270 in 2012 to 1,325 in 2016\* and 391 in 2017\* thus far. However, the number of reported injury and property damage only (PDO) crashes did increase from 2015 to 2016, which may be due to data collection issues in 2015. The chart below demonstrates the changes by year for fatal crashes, injury crashes and PDO crashes.

**Massachusetts CMV Crashes by Severity, Calendar Year 2012-2017\***

To further reduce the number and severity of crashes involving CMVs, UMassSafe conducted a extensive crash data analysis that included a study of crash locations, characteristics and costs. The findings of this analysis are attached to this E-CVSP and will be utilized by the MSP CVES in planning and conducting all passenger carrier crash prevention efforts.

\*2016 data is preliminary as the MassDOT RMV has not closed this dataset 2017 data is for partial year.

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

UMassSafe Traffic Safety Data Warehouse using SafetyNet data, Snapshot - June 2017

***Projected Goal for FY 2018***

***Enter Crash Reduction Goal:***

To reduce the proportion of injury/fatality resulting CMV crashes from 42% in 2015 to 36% by the end of FY18.

***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.***

The MSP CVES will implement the following activities toward reducing CMV crashes and specifically the proportion of injury/fatality resulting CMV crashes.

- Conduct Driver and Vehicle Inspections (complete activity projections in Crash Reduction Sections 3.2-3.9).
- Conduct Traffic Enforcement Activities (complete activity projections in Crash Reduction Sections 3.2-3.9).
- Conduct Public Education and Awareness Activities (complete activity projections in Crash Reduction Sections 3.2-3.9).
- Conduct Effective Data Collection and Reporting (complete activity projections in Crash Reduction Sections 3.2-3.9).
- Target enforcement by analyzing crash causation data for CMVs and passenger cars; including location, driver behavior, day of week, and time of day, as well as violation types and specific unsafe driving behaviors.
- Provide CMV traffic enforcement training and technical assistance to MSP and local police who conduct traffic enforcement in order to ensure traditional traffic enforcement include unsafe CMV driving behaviors.
- Target 30% (at minimum) of roving patrols using crash causation data for CMVs and passenger cars, aiming to mitigate high crash zones, times, and days of week.
- Target 30% (at minimum) of driver/vehicle inspections in high crash zones, during high crash times and days of week.
- Focus 10% of traffic enforcement on unsafe operating behaviors of non-CMV around CMVs.
- Participate in NTC Electronic Logging Device (ELD) training (online training for existing inspectors/investigators and instructor-led classroom training for new inspectors/investigators).
- Install ELD software and run when available.

***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 has created a comprehensive plan to monitor and evaluate the effectiveness of its CMV crash reduction activities throughout the year. A monthly and annual review of inspections, citations, and carrier interventions will be conducted, along with public education and awareness campaigns. In addition, the ASPEN activity report will be reviewed by the MCSAP manager, ensuring that the enforcement is conducted in the crash zones. The number of enforcement and roadside inspections conducted, POV citations issued (citations with TE notation), and hours spent patrolling high crash areas will be counted and reviewed on a quarterly basis, and then measured against baseline data from FY16 and FY17.

Going further, quarterly and annually, the State will evaluate the number of CMV crashes, associated injuries and fatalities, and the percent of crashes with injuries and fatalities that have occurred in Massachusetts. Additionally, the State will look specifically at MSP Troops/Barracks with the highest EPDO rankings, evaluate the number of such crashes in these regions, and compare them to FY17 baseline data as well as total CMV crashes, injuries and fatalities.

### 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                  | 3621         | 2888         | 2486         | 2554         | 2239         |
| Level 2: Walk-Around           | 7657         | 7920         | 7409         | 7396         | 10278        |
| Level 3: Driver-Only           | 8333         | 4959         | 3758         | 3165         | 4692         |
| Level 4: Special Inspections   | 1            | 42           | 126          | 12           | 16           |
| Level 5: Vehicle-Only          | 0            | 0            | 0            | 0            | 0            |
| Level 6: Radioactive Materials | 3            | 2            | 2            | 2            | 3            |
| <b>Total</b>                   | <b>19615</b> | <b>15811</b> | <b>13781</b> | <b>13129</b> | <b>17228</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 CVES operates a mixture of fixed weight station and mobile patrols in crash zones and local community "hot spots".

It should be noted earlier versions of the CVSP including 2012 measured FMCSA funded HP activities. Presently HP activities are no longer incorporated into the CVSP performance measurement.

#### 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:** MA STATE POLICE (MSP) COMMERCIAL VEHICLE ENFORCEMENT SECTION (CVES)

**Enter the total number of certified personnel in the Lead agency: 28**

| Projected Goals for FY 2018 - Roadside Inspections |              |             |             |              |                     |
|--|--------------|-------------|-------------|--------------|---------------------|
| Inspection Level                                   | Non-Hazmat   | Hazmat      | Passenger   | Total        | Percentage by Level |
| Level 1: Full                                      | 3300         | 1255        | 50          | 4605         | 25.72%              |
| Level 2: Walk-Around                               | 6000         | 500         | 800         | 7300         | 40.77%              |
| Level 3: Driver-Only                               | 5200         | 200         | 600         | 6000         | 33.51%              |
| 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>14500</b> | <b>1955</b> | <b>1450</b> | <b>17905</b> |                     |

**MCSAP subrecipient agency**

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

**Subrecipient is:** NONE

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

| Projected Goals for FY 2018 - Subrecipients |            |          |           |          |                     |
|---|------------|----------|-----------|----------|---------------------|
| Inspection Level                            | Non-Hazmat | Hazmat   | Passenger | Total    | Percentage by Level |
| Level 1: Full                               |            |          |           | 0        | %                   |
| Level 2: Walk-Around                        |            |          |           | 0        | %                   |
| Level 3: Driver-Only                        |            |          |           | 0        | %                   |
| Level 4: Special Inspections                |            |          |           | 0        | %                   |
| Level 5: Vehicle-Only                       |            |          |           | 0        | %                   |
| Level 6: Radioactive Materials              |            |          |           | 0        | %                   |
| <b>Sub-Total Funded Agencies</b>            | <b>0</b>   | <b>0</b> | <b>0</b>  | <b>0</b> |                     |

**Non-Funded Agencies**

|  |     |
|--|-----|
| Total number of agencies:                                    | 1   |
| Enter the total number of non-funded certified officers:     | 9   |
| Enter the total number of inspections projected for FY 2018: | 550 |

**Summary**

## Projected Goals for FY 2018 - Roadside Inspections Summary

| Projected Goals for FY 2018<br>Summary for All Agencies                                       |              |             |             |              |                     |
|---|--------------|-------------|-------------|--------------|---------------------|
| <b>MCSAP Lead Agency: MA STATE POLICE (MSP) COMMERCIAL VEHICLE ENFORCEMENT SECTION (CVES)</b> |              |             |             |              |                     |
| <b># certified personnel: 28</b>  |              |             |             |              |                     |
| <b>Subrecipient Agencies: NONE</b>  |              |             |             |              |                     |
| <b># certified personnel: 0</b>   |              |             |             |              |                     |
| <b>Number of Non-Funded Agencies: 1</b>   |              |             |             |              |                     |
| <b># certified personnel: 9</b>   |              |             |             |              |                     |
| <b># projected inspections: 550</b>   |              |             |             |              |                     |
| Inspection Level  | Non-Hazmat   | Hazmat      | Passenger   | Total        | Percentage by Level |
| Level 1: Full   | 3300         | 1255        | 50          | 4605         | 25.72%              |
| Level 2: Walk-Around  | 6000         | 500         | 800         | 7300         | 40.77%              |
| Level 3: Driver-Only  | 5200         | 200         | 600         | 6000         | 33.51%              |
| 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>Total ALL Agencies</b>   | <b>14500</b> | <b>1955</b> | <b>1450</b> | <b>17905</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.



**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)  | 1           | 1           | 2           | 2           | 1           |
| CSA Off-Site                            | 1           | 0           | 0           | 0           | 0           |
| CSA On-Site Focused/Focused CR          | 5           | 3           | 10          | 4           | 2           |
| CSA On-Site Comprehensive               | 6           | 9           | 6           | 17          | 17          |
| <b>Total Investigations</b>             | <b>13</b>   | <b>13</b>   | <b>18</b>   | <b>23</b>   | <b>20</b>   |
| Total Security Contact Reviews          | 0           | 0           | 2           | 4           | 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               | 0           | 0           | 0           | 0           | 0           |
| <b>Total Investigations</b>             | <b>0</b>    | <b>0</b>    | <b>0</b>    | <b>0</b>    | <b>0</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               | 4                | 0                |
| CSA On-Site Comprehensive                    | 4                | 0                |
| <b>Total Investigations</b>                  | <b>8</b>         | <b>0</b>         |
| Total Security Contact Reviews               | 0                | 0                |
| Total Terminal Investigations                | 0                | 0                |

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

NA

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

One investigator will conduct an estimated 8 carrier interventions in FY18.

**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 State will review the number of carrier interventions quarterly.

**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 | 8252  | 12082                                   |
| 01/01/2015   | 12/31/2015 | 5156  | 7264                                    |
| 01/01/2014   | 12/31/2014 | 6098  | 8329                                    |
| 01/01/2013   | 12/31/2013 | 6900  | 9268                                    |
| 01/01/2012   | 12/31/2012 | 10697   | 15317                                   |

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

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

| State/Territory Defined Measurement Period (Include 5 Periods) |            | Number of Documented Non-CMV Traffic Enforcement Stops | Number of Citations and Warnings Issued |
|--|------------|--|---|
| Begin Date   | End Date   |  |   |
| 01/01/2016   | 12/31/2016 | 524  | 524                                     |
| 01/01/2015   | 12/31/2015 | 1244   | 1244                                    |
| 01/01/2014   | 12/31/2014 | 417  | 417                                     |
| 01/01/2013   | 12/31/2013 | 454  | 454                                     |
| 01/01/2012   | 12/31/2012 | 513  | 513                                     |

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

Number of CMV Traffic Stops with an Inspection and Number of Citations/Warnings Issued: FMCSA's Motor Carrier Management Information System (MCMIS) Traffic Enforcement Activity Summary, data snapshot as of 6/30/17 - <https://ai.fmcsa.dot.gov/SafetyProgram/spRptRoadside.aspx?rpt=TEAS>. Number of Non-CMV Traffic Enforcement Stops & Number of Citations Issued: MSP Internal Records, June, 2016.

**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](#).

The Statewide CMV traffic enforcement program is a comprehensive program targeting unsafe driver behaviors associated with Massachusetts specific crash causation factors in high crash regions during high crash times of day and days of week as determined by UMassSafe conducted crash data analysis. 28 sworn personnel and 2 civilian personnel will be used for the implementation of the program. Targeting both CMV and non-CMV involvement in crashes, the CVES conducts highly visible enforcement. The goal is to maintain the MSP CVES annual level of effort in traffic enforcement associated with and without inspections.

**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<br>(Number of Stops only) |
|----------------------------------|----------------------------------|--|---|
| Yes                              | No                               | Traffic Enforcement Activities   | FY 2018   |
| <input checked="" type="radio"/> | <input type="radio"/>            | CMV with Inspection  | 7000  |
| <input type="radio"/>            | <input checked="" type="radio"/> | CMV without Inspection   | 0   |
| <input checked="" type="radio"/> | <input type="radio"/>            | Non-CMV  | 200   |
| <input type="radio"/>            | <input checked="" type="radio"/> | Comprehensive and high visibility in high risk locations and corridors (special enforcement details) |   |

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 |
| 18455                             | 8              | 550                       | 19013                     | 19496                      |

The sum of your planned FY 2018 safety activities must equal or exceed the average number of 2004/2005 activities to be reimbursed for non-CMV traffic enforcement activities. Update the number of FY 2018 roadside inspections, investigations, and/or new entrant safety audits to be eligible for reimbursement.

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

The State will monitor and evaluate the effectiveness of its traffic enforcement activities through a monthly and annual review of the enforcement and inspection data.

## 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     | Yes                  |
| PRISM              | Step 8                   | Yes                  |

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:** MassDOT Registry of Motor Vehicles

**Enter the agency name responsible for PRISM in the State, if other than the Lead MCSAP Agency:** MassDOT Registry of Motor Vehicles

### 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.**

The Massachusetts Registry of Motor Vehicles leads the PRISM and CVISN projects. Massachusetts is at PRISM Step 8. The Mass. RMV needs funding for OM costs related to the CVIEW and MassIRP components necessary to support and maintain PRISM Level 8 certification. The annual cost is \$250,000. (Vendors are Explore Information Services LLC and ITERIS.) The performance measures are maintenance of PRISM Level 8 and the number of carrier registrations revoked.

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

The MassDOT Registry of Motor Vehicles is responsible for PRISM and ITD implementation. The MSP CVES supports their efforts through MCSAP funding.

#### **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 MSP CVES reviews quarterly updates from the RMV to determine they are continuing to meet compliance standards.

## 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.*

| Public Education and Outreach Activities | 2012 | 2013 | 2014 | 2015 | 2016 |
|--|------|------|------|------|------|
| Carrier Safety Talks                     | 10   | 10   | 10   | 9    | 6    |
| CMV Safety Belt Education and Outreach   | 0    | 0    | 0    | 0    | 0    |
| State Trucking Association Meetings      | 2    | 2    | 0    | 2    | 1    |
| State-Sponsored Outreach Events          | 0    | 0    | 0    | 1    | 1    |
| Local Educational Safety Events          | 0    | 0    | 0    | 0    | 0    |
| Teen Safety Events                       | 20   | 20   | 20   | 15   | 0    |

### **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 safety initiatives. Include the number of personnel that will be participating in this effort.**

The MSP CVES will conduct 17 public education and awareness activities on passenger transportation, safety belts, hazardous materials, general crash reduction and best safety practices.

### **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                   | 5                 |
| <input checked="" type="radio"/> | <input type="radio"/> | CMV Safety Belt Education and Outreach | 1                 |
| <input checked="" type="radio"/> | <input type="radio"/> | State Trucking Association Meetings    | 1                 |
| <input checked="" type="radio"/> | <input type="radio"/> | State-Sponsored Outreach Events        | 1                 |
| <input checked="" type="radio"/> | <input type="radio"/> | Local Educational Safety Events        | 1                 |
| <input checked="" type="radio"/> | <input type="radio"/> | Teen Safety Events                     | 8                 |

**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.*

Every month, the MSP CVES Commander will review the number of presentations as well as the content and subject matter to ensure compliance with goals and objectives. In addition, the Commander will review feedback and comments from motor carriers and driving schools, and make appropriate adjustments to class content. The MSP CVES will report the quantity, duration and number of attendees in its quarterly Performance Progress Report.

**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                     | No                   |

Available data sources:

- [FMCSA website SSDQ information](#)

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

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

Data current as of June 30, 2017.

**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.

Massachusetts currently has a 'good' SSDQ ranking in all categories except Inspection Accuracy which is 'fair' with a decline from 93% for the period of 7/1/15 to 7/31/16 to 85% for the period 4/1/16 to 8/31/17. We are investigating the use of improved bar code readers and are retraining inspectors on data entry procedures to improve accuracy.

**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.

The MSP CVES will continue to monitor each SSDQ category rating on a quarterly basis and make any adjustments if needed. Training and internal software improvements will be implemented to improve inspection accuracy.

**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 quarterly FMCSA SSDQ ratings will be monitored and compared to FY17 baseline data on a quarterly basis.



## 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                |          | 501        | 417        | 242        | 536        |
| Intrastate                |          | 0          | 0          | 0          | 0          |
| <b>Total Audits</b>       | <b>0</b> | <b>501</b> | <b>417</b> | <b>242</b> | <b>536</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:**  
Massachusetts State Police

**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)                             | 200        | 0          |
| # of Safety Audits (Offsite)                            | 350        | 0          |
| # Group Audits  | 0          | 0          |
| <b>TOTAL Safety Audits</b>                              | <b>550</b> | <b>0</b>   |
| # of Non-Audit Resolutions                              | 300        | 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.

The CVES employs four full time officers to conduct New Entrant Investigations. Three investigators are deployed regionally and one officer is the program administrator.

New Entrant training will be offered to any officer who is interested in performing audits.

The program administrator vets the applicant to ensure a review is needed, assigns investigations, and monitors the queue to ensure the audits are completed in a timely manner.

It should be noted the CVSP measures audits completed. However the actual number of NE applicants who must be vetted by SP personnel is 40% greater than the audits completed.

**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.

The CVES utilizes a combination of off-site and on-site audits. Approximately 60 percent of audits are conducted off-site and 40 percent on-site. If we see an opportunity to improve efficiency by using group audits we may implement this technique.

**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 program administrator monitors the queue, makes assignments, check audits for completeness and accuracy, assembles monthly activity/performance reports, and provides a monthly and quarterly performance report.

**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:

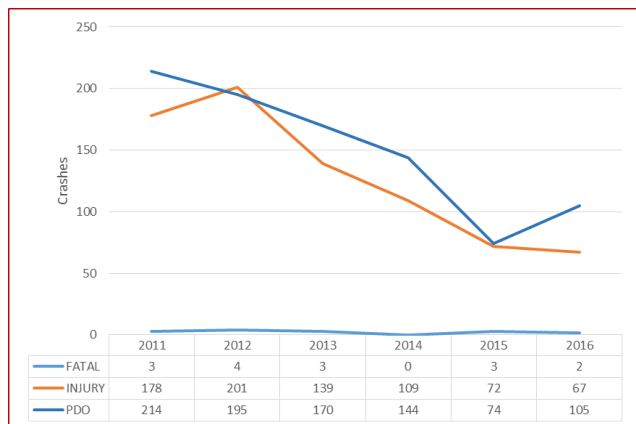
☐ As evidenced by the trend analysis data, the State has not identified a significant passenger transportation safety problem. Therefore, the State will not establish a specific passenger transportation goal in the current fiscal year. However, the State will continue to enforce the Federal Motor Carrier 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.

### Narrative Overview for FY 2018

#### **Problem Statement Narrative: Describe the problem as identified by performance data and include the baseline data.**

The number of Massachusetts crashes involving passenger carriers (buses – all types) with fatalities or injuries has decreased substantially between 2011 and 2016\* as shown in the chart below. Those with property damage only (PDO) decreased from 2011 to 2015 but increased in 2016\*.

Massachusetts Crashes Involving Buses by Severity, Calendar Year 2011-2016\*



To further reduce the number of crashes involving passenger carriers, UMassSafe conducted a extensive crash data analysis that included a study of crash locations and characteristics. The findings of this analysis are attached to this E-CVSP and will be utilized by the MSP CVES in planning and conducting all passenger carrier crash prevention efforts.

\*2016 data is preliminary as the MassDOT RMV has not closed this dataset.

#### **Projected Goals for FY 2018: Enter performance goals.**

To maintain the number of passenger carrier inspections at the FY17 projection of 2,000.

Data Source: FMCSA Motor Carrier Management Information System (MCMIS) - [https://ai.fmcsa.dot.gov/ProgramReport/pcReport.aspx?rpt=reg\\_ROI](https://ai.fmcsa.dot.gov/ProgramReport/pcReport.aspx?rpt=reg_ROI).

**Program Activities: Provide additional information regarding how these activities will be implemented.**

In addition to conducting the inspections, enforcement activities, CSAs, public education/awareness and effective data collection, Massachusetts will participate in national and regional strikeforce and taskforce activities.

***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.***

Passenger transportation safety activities will be monitored and evaluated by the State during a monthly and annual evaluation of activities, inspections, enforcement efforts, CSA SMS scores, and presentations. The performance measures and milestones described in this document will be used to measure progress. Passenger Carrier Enforcement goals will be monitored quarterly and annually through evaluation of both the number and percent of passenger carrier inspections.

### 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.**

In FY17, the following activities were implemented to address the safety of workers on roadways: enforcement of Move Over Law in Work Zones, driver and vehicle inspections, and extensive traffic enforcement utilizing CMV crash causation analysis to target enforcement.

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

Conduct 2,500 truck inspections in work zones in FY17. Unfortunately no baseline data is available.

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

The MSP CVES has conducted 3,641 truck inspections in FY17 to date. Furthermore, the MSP CVES implemented an extensive program to address work zone crashes leading to a reduction from 4.5% in 2015 to 3% of crashes in work zones in 2016. The percent of CMV crashes in work zones involving an injury or fatality was reduced from 40% in 2015 to 32% in 2016. Note that the 2016 crash data from the Massachusetts Registry of Motor Vehicles is not closed and therefore may not be complete. The data source for number of truck inspections is the MSP CVES, Snapshot - June 2017 and that for crashes is the UMassSafe Traffic Safety Data Warehouse (using Registry of Motor Vehicles Crash data), Snapshot- June 2017.

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

NA

#### 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.**

Worker Safety on Roadways

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

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

Over the past several years, twice as many CMV crashes occurred in Massachusetts work zones as those other motor vehicles. Furthermore, 32% of CMV crashes in work zones involve an injury or fatality compared to 24% for Non-CMV. This data is from the UMassSafe Traffic Safety Data Warehouse, June 2017.

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

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

To conduct 3,500 truck inspections in work zones in FY18. Data Source: MSP CVES Internal Records

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

The MSP CVES will implement the following activities in work zones; enforce Move Over Law, conduct driver and vehicle inspections and implement extensive traffic enforcement utilizing CMV work zone crash causation analysis to target enforcement.

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

The CMV work zone goal will be measured by a quarterly review of inspections in work zones as well as a review of associated citations for the Move Over Law.

##### State Objective #2

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

Hazardous Materials Transportation Safety

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

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

Although there have been no fatalities involving crashes with a Hazardous Materials (HM) release/spill over the last several years, the Massachusetts Out of Service (OOS) violation rate for roadside inspections is consistently more than twice the national rate. For FY16 and FY17 to date, the Massachusetts HazMat OOS rate was 15.22% and 17.52% as compared to 3.93% and 3.84% nationally.

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

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

To increase the number of HazMat inspections by 10% from projected 1,777 in FY17 to 1,955 in FY18. Data Source: FMCSA's Motor Carrier Management Information System (MCMIS) - <https://ai.fmcsa.dot.gov/HazmatStat/hmRoadside.aspx?rpt=RIOOS>.

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

In addition to conducting the inspections, enforcement activities, carrier investigations, and public education/awareness as outlined above, Massachusetts will continue to implement the following activities: enforce HazMat regulations through roadside inspections and on-site investigations, with emphasis on assurance that cargo tank carriers are transporting HazMat in appropriate vehicles; conduct bi-weekly (January to March) HazMat inspections along high risk corridors, with special emphasis on cargo tank facilities and carriers; monitor cargo tank carriers with high OOS rates, PHMSA reported spills, and CSA scores; participate in and engage with the efforts of national enforcement strike forces; increase focus on the compliance of HM motor carriers, shippers, and bulk package transporters during all safety interventions; and maintain inspection certifications, including training, and refresher courses as needed.

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

The State will monitor and evaluate the effectiveness of its hazardous materials transportation safety activities through a monthly and annual review of the inspection data as well as enforcement in HM corridors. Furthermore, to monitor and evaluate the effectiveness of the hazardous materials transportation safety objective, Massachusetts will measure the number and locations of HM inspections on a monthly basis against the FY17 baseline data as well as examine our overall progress on a quarterly and annual basis.



## 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   | \$4,310,138.00    | \$760,613.00    | \$5,070,751.00          |

| Summary of MCSAP Funding Limitations  |              |
|---|--------------|
| Allowable amount for Overtime without written justification (15% of MCSAP award amount ): | \$760,613.00 |
| MOE Baseline:   | \$335,450.37 |

**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): | \$760,613.00 |

| Personnel: Salary and Overtime Project Costs |                       |           |               |                       |                       |                     |
|--|-----------------------|-----------|---------------|-----------------------|-----------------------|---------------------|
| Salary Project Costs                         |                       |           |               |                       |                       |                     |
| Position(s)                                  | # of Staff            | % of Time | Annual Salary | Total Project Costs   | Federal Share         | State Share         |
| Administrative                               | 2                     | 100.0000  | \$93,103.20   | \$186,206.40          | \$158,275.44          | \$27,930.96         |
| Lieutenant                                   | 1                     | 53.0000   | \$238,498.55  | \$126,404.23          | \$107,443.60          | \$18,960.63         |
| Sergeant                                     | 4                     | 35.0000   | \$230,000.00  | \$322,000.00          | \$273,700.00          | \$48,300.00         |
| Trooper                                      | 23                    | 35.0000   | \$210,000.00  | \$1,690,500.00        | \$1,436,925.00        | \$253,575.00        |
| <b>Subtotal: Salary</b>                      |                       |           |               | <b>\$2,325,110.63</b> | <b>\$1,976,344.04</b> | <b>\$348,766.59</b> |
| Overtime Project Costs                       |                       |           |               |                       |                       |                     |
| Administrative                               | 2                     | 100.0000  | \$15,533.00   | \$31,066.00           | \$26,406.10           | \$4,659.90          |
| Lieutenant                                   | 1                     | 100.0000  | \$28,892.74   | \$28,892.74           | \$24,558.83           | \$4,333.91          |
| Sergeant                                     | 6                     | 100.0000  | \$21,520.00   | \$129,120.00          | \$109,752.00          | \$19,368.00         |
| Trooper                                      | 26                    | 100.0000  | \$17,772.95   | \$462,096.70          | \$392,782.20          | \$69,314.50         |
| <b>Subtotal: Overtime</b>                    |                       |           |               | <b>\$651,175.44</b>   | <b>\$553,499.13</b>   | <b>\$97,676.31</b>  |
| <b>TOTAL: Personnel</b>                      |                       |           |               | <b>\$2,976,286.07</b> | <b>\$2,529,843.17</b> | <b>\$446,442.90</b> |
| <b>Accounting Method:</b>                    | <b>Cash</b>           |           |               |                       |                       |                     |
| <b>Planned MOE: Personnel</b>                | <b>\$2,711,050.00</b> |           |               |                       |                       |                     |

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

Costs are based upon FMCSA policies and guidance, the FMCSA grants manuals, and OMB circulars. MCSAP activities delineated in this eCVSP are funded by MCSAP funds. Without MCSAP funding, these activities would not be conducted. The State Police has adequate policies and monitoring to ensure compliance with federal grant rules. There are 2 civilian and 33 sworn personnel assigned to the Commercial Vehicle Enforcement Section. MCSAP funds only support MCSAP activities.

Funding for staffing is provided in the following manner:

1 Full-time civilian administrative personnel assigned to MCSAP and funded by MCSAP grant 85 % / 15% state match.

1 Full-time civilian administrative personnel assigned to MCSAP part-time and funded by MCSAP 50% / 50% state match.

14 Troopers including ( 1 Lieutenant, 4 Sergeants, 9 Troopers) are assigned to MCSAP duties. MCSAP funds are utilized to fund 29.75% of these positions. Their daily activities are 1/3 MCSAP eligible activities. The MCSAP hours are verified by daily activity sheets.

All sworn personnel (33) perform off-hour MCSAP inspections as part of the MCSAP program. This time is tracked by a separate activity sheet and operational activity reports are maintained and verified by administrative staff. Since the overtime rate is equal to the regular hourly rate plus one-half of regular hourly rate, only 1/3 of the overtime rate is assessed against the Overtime line in the budget. The other 2/3 of the overtime pay (regular hourly rate) is assessed against the Regular Salary line in the budget. So, the regular salary amount above represents 1/3 regular time plus 2/3 of the overtime. The calculation fields above make this difficult to represent.

\*Please see attached excel spreadsheet with detailed breakdown of salary calculation.

### 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        |
| Administrative, Troopers, Sergeants, Lieutenant | 42.0500             | \$1,100,425.70 | \$462,729.00        | \$393,319.66        | \$69,409.34        |
| <b>TOTAL: Fringe Benefits</b>                   |                     |                | <b>\$462,729.00</b> | <b>\$393,319.66</b> | <b>\$69,409.34</b> |
| <b>Planned MOE: Fringe Benefits</b>             | <b>\$0.00</b>       |                |                     |                     |                    |

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

These rates are established by the Commonwealth of Massachusetts and the cognizant federal agency – The US Department of Justice.

The Fringe rate effective 7/1/2018 is 41.14%. Fringe benefit is only assessed against regular salary.

The Payroll Tax rate effective 7/1/2018 is 1.73%. Payroll tax is assessed against both regular salary and overtime.

\*Please see attached excel spreadsheet with detailed breakdown of fringe and payroll tax calculation.

**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       |
| Conference Travel          | 4             | 4         | \$7,500.00          | \$6,375.00         | \$1,125.00        |
| Training Travel            | 6             | 6         | \$10,000.00         | \$8,500.00         | \$1,500.00        |
| Routine MCSAP Travel       | 6             | 3         | \$20,000.00         | \$17,000.00        | \$3,000.00        |
| <b>TOTAL: Travel</b>       |               |           | <b>\$37,500.00</b>  | <b>\$31,875.00</b> | <b>\$5,625.00</b> |
| <b>Planned MOE: Travel</b> | <b>\$0.00</b> |           |                     |                    |                   |

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

Training travel is for NTC approved and required courses for Troopers who are NTC Instructors. Travel includes CVSA conferences, Level 6 recertification, and the FMCSA Annual Grants conference. MCSAP funds are only used for FMCSA approved travel and MCSAP eligible travel.

**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        |
| Two Tahoes                            | 2                   | \$55,000.00        | 100                       | \$110,000.00        | \$93,500.00         | \$16,500.00        |
| Engine Software                       | 1                   | \$8,500.00         | 100                       | \$8,500.00          | \$7,225.00          | \$1,275.00         |
| <b>TOTAL: Equipment</b>               |                     |                    |                           | <b>\$118,500.00</b> | <b>\$100,725.00</b> | <b>\$17,775.00</b> |
| <b>Equipment threshold is \$1,000</b> |                     |                    |                           |                     |                     |                    |
| <b>Planned MOE: Equipment</b>         | <b>\$333,327.00</b> |                    |                           |                     |                     |                    |

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

This engine software expense is for software to interface the engine EMC during the course of a post-crash investigation to verify hours of service and vehicle speed for the post-crash vehicle inspection. Purchase allowed per grants manual. The users are MCSAP funded personnel.

The vehicles are for MCSAP personnel and are procured by competitive bid.



**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        |
| Uniforms                     | 20               | each                | \$2,500.00    | \$50,000.00         | \$42,500.00        | \$7,500.00         |
| Computers and Software       | 3                | each                | \$10,000.00   | \$30,000.00         | \$25,500.00        | \$4,500.00         |
| Printers                     | 9                | each                | \$2,000.00    | \$18,000.00         | \$15,300.00        | \$2,700.00         |
| Office Supplies              | 1                | ea                  | \$2,616.09    | \$2,616.09          | \$2,223.68         | \$392.41           |
| <b>TOTAL: Supplies</b>       |                  |                     |               | <b>\$100,616.09</b> | <b>\$85,523.68</b> | <b>\$15,092.41</b> |
| <b>Planned MOE: Supplies</b> | <b>\$0.00</b>    |                     |               |                     |                    |                    |

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

The printers are needed to replace older printers with quality and performance issues.

Uniform expense is for replacement uniform parts for inspectors to include patrol coats, boots, gloves, etc.

Office supplies are for general office supplies, paper, toner, etc.

Individuals assigned to this unit are 100% dedicated to CMV activities. However only 35-53% of their time is paid for with federal funding, which explains the difference between the personnel dollars and fact that the equipment is 100% allocated to the program.

## 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        |
| RMV  | DUNS          | 877222257 | Subrecipient    | \$250,000.00        | \$212,500.00        | \$37,500.00        |
| Description of Services: prism OM            |               |           |                 |                     |                     |                    |
| UMASS  | DUNS          | 153926712 | Contract        | \$50,000.00         | \$42,500.00         | \$7,500.00         |
| Description of Services: Data Analysis       |               |           |                 |                     |                     |                    |
| Contractual Inspect                          | DUNS          | 0         | Contract        | \$40,000.00         | \$34,000.00         | \$6,000.00         |
| Description of Services: Cloud Application   |               |           |                 |                     |                     |                    |
| <b>TOTAL: Contractual and Subaward</b>       |               |           |                 | <b>\$340,000.00</b> | <b>\$289,000.00</b> | <b>\$51,000.00</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.**

The Massachusetts RMV funding is to maintain the IRP and CVIEW databases administered by the Registry of Motor Vehicles at the current PRISM Level 8, which are eligible under the current MCSAP Comprehensive Policy under the current FAST Act MCSAP structure.

UMassSafe develops a data based CVSP, crash data analysis and enforcement planning as well as developing quarterly performance metrics and monitoring the data stream for possible issues that might affect the SSDQ rating. UMassSafe was selected following a statewide RFP solicitation. An annual subscription to "INSPECT" will be purchased so that real-time inspection data is available road-side to the inspectors. This software is necessary to insure we are able to maintain our 100% Out of Service Match rate. The approval request for this software has been sent to FMCSA / Volpe.

## 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 claim reimbursement for Indirect Costs.

| Indirect Costs               |               |                |                      |                     |                     |
|------------------------------|---------------|----------------|----------------------|---------------------|---------------------|
| Cost Basis                   | Approved Rate | Eligible Costs | Total Indirect Costs | Federal Share       | State Share         |
| Salaries and Wages (SW)      | 30.70         | \$2,976,286.06 | \$913,719.82         | \$776,661.85        | \$137,057.97        |
| <b>TOTAL: Indirect Costs</b> |               |                | <b>\$913,719.82</b>  | <b>\$776,661.85</b> | <b>\$137,057.97</b> |

| Other Costs Project Costs                 |                  |                     |               |                     |                     |                    |
|---|------------------|---------------------|---------------|---------------------|---------------------|--------------------|
| Item Name                                 | # of Units/Items | Unit of Measurement | Cost per Unit | Total Project Costs | Federal Share       | State Share        |
| CVES air cards and phones                 | 20               | months              | \$1,000.00    | \$20,000.00         | \$17,000.00         | \$3,000.00         |
| Mail Machine Postage                      | 10               | Each                | \$350.00      | \$3,500.00          | \$2,975.00          | \$525.00           |
| CVSA DUES                                 | 1                | EACH                | \$11,000.00   | \$11,000.00         | \$9,350.00          | \$1,650.00         |
| Training Fees Crash Investigations        | 1                | annual              | \$20,500.00   | \$20,500.00         | \$17,425.00         | \$3,075.00         |
| CVSA Decals                               | 9600             | each                | \$0.25        | \$2,400.00          | \$2,040.00          | \$360.00           |
| Equipment - Other Vehicle                 | 100              | each                | \$185.00      | \$18,500.00         | \$15,725.00         | \$2,775.00         |
| Equipment Non Vehicle                     | 5                | each                | \$2,000.00    | \$10,000.00         | \$8,500.00          | \$1,500.00         |
| Training Costs CMVE Crtash Reconstruction | 1                | 0                   | \$25,500.00   | \$25,500.00         | \$21,675.00         | \$3,825.00         |
| Training Costs - Hazwoper                 | 1                | each                | \$5,000.00    | \$5,000.00          | \$4,250.00          | \$750.00           |
| Conference Costs                          | 1                | each                | \$5,000.00    | \$5,000.00          | \$4,250.00          | \$750.00           |
| <b>TOTAL: Other Costs</b>                 |                  |                     |               | <b>\$121,400.00</b> | <b>\$103,190.00</b> | <b>\$18,210.00</b> |
| <b>Planned MOE: Other Costs</b>           | <b>\$0.00</b>    |                     |               |                     |                     |                    |

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

CVES air cards, phones, data plans are for communications necessary to upload to FMCSA systems. This covers the cost of air cards and data plans for cell phones and iPads as well as the internet services for the CVES unit in Concord.

Equipment - Non-Vehicle is for replacement of PBTs, LIDARS, Radars, etc.

Equipment - Other Vehicle Equipment expense is to provide flook/spot lights, push bumpers, bumper covers, police lights, tools, and CB radios for CVES vehicles.

Training Fees - Crash Investigation: For fees associated with commercial motor vehicle crash investigation training for CVES personnel. The fee is the class instructor cost to provide the class at the Massachusetts State Police Academy.

Training Fees - Hazwoper: HazMat training provided for troopers in order to stay in compliance with state worker safety laws.

Training Fees - CMVE Reconstruction: For fees associated with commercial motor vehicle crash reconstruction training for MCSAP personnel as allowed by the FMCSA grant manual and FMCSA policy.

## 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   | \$4,310,138.00    | \$760,613.00    | \$5,070,751.00          |

| Summary of MCSAP Funding Limitations   |              |
|--|--------------|
| Allowable amount for Overtime without written justification (15% of Basic award amount): | \$760,613.00 |
| MOE Baseline:  | \$335,450.37 |

| Estimated Expenditures   |                       |                     |                       |
|--------------------------|-----------------------|---------------------|-----------------------|
| Personnel                |                       |                     |                       |
|                          | Federal Share         | State Share         | Total Project Costs   |
| Administrative           | \$158,275.44          | \$27,930.96         | \$186,206.40          |
| Lieutenant               | \$107,443.60          | \$18,960.63         | \$126,404.23          |
| Sergeant                 | \$273,700.00          | \$48,300.00         | \$322,000.00          |
| Trooper                  | \$1,436,925.00        | \$253,575.00        | \$1,690,500.00        |
| <b>Salary Subtotal</b>   | <b>\$1,976,344.04</b> | <b>\$348,766.59</b> | <b>\$2,325,110.63</b> |
| Administrative           | \$26,406.10           | \$4,659.90          | \$31,066.00           |
| Lieutenant               | \$24,558.83           | \$4,333.91          | \$28,892.74           |
| Sergeant                 | \$109,752.00          | \$19,368.00         | \$129,120.00          |
| Trooper                  | \$392,782.20          | \$69,314.50         | \$462,096.70          |
| <b>Overtime subtotal</b> | <b>\$553,499.13</b>   | <b>\$97,676.31</b>  | <b>\$651,175.44</b>   |
| <b>Personnel total</b>   | <b>\$2,529,843.17</b> | <b>\$446,442.90</b> | <b>\$2,976,286.07</b> |
| <b>Planned MOE</b>       | <b>\$2,711,050.00</b> |                     |                       |

| Fringe Benefits                                 |                     |                    |                     |
|---|---------------------|--------------------|---------------------|
|   | Federal Share       | State Share        | Total Project Costs |
| Administrative, Troopers, Sergeants, Lieutenant | \$393,319.66        | \$69,409.34        | \$462,729.00        |
| <b>Fringe Benefits total</b>                    | <b>\$393,319.66</b> | <b>\$69,409.34</b> | <b>\$462,729.00</b> |
| <b>Planned MOE</b>                              | <b>\$0.00</b>       |                    |                     |

| Travel               |                    |                   |                     |
|----------------------|--------------------|-------------------|---------------------|
|                      | Federal Share      | State Share       | Total Project Costs |
| Conference Travel    | \$6,375.00         | \$1,125.00        | \$7,500.00          |
| Training Travel      | \$8,500.00         | \$1,500.00        | \$10,000.00         |
| Routine MCSAP Travel | \$17,000.00        | \$3,000.00        | \$20,000.00         |
| <b>Travel total</b>  | <b>\$31,875.00</b> | <b>\$5,625.00</b> | <b>\$37,500.00</b>  |
| <b>Planned MOE</b>   | <b>\$0.00</b>      |                   |                     |

| Equipment              |                     |                    |                     |
|------------------------|---------------------|--------------------|---------------------|
|                        | Federal Share       | State Share        | Total Project Costs |
| Two Tahoes             | \$93,500.00         | \$16,500.00        | \$110,000.00        |
| Engine Software        | \$7,225.00          | \$1,275.00         | \$8,500.00          |
| <b>Equipment total</b> | <b>\$100,725.00</b> | <b>\$17,775.00</b> | <b>\$118,500.00</b> |
| <b>Planned MOE</b>     | <b>\$333,327.00</b> |                    |                     |

| Supplies               |                    |                    |                     |
|------------------------|--------------------|--------------------|---------------------|
|                        | Federal Share      | State Share        | Total Project Costs |
| Uniforms               | \$42,500.00        | \$7,500.00         | \$50,000.00         |
| Computers and Software | \$25,500.00        | \$4,500.00         | \$30,000.00         |
| Printers               | \$15,300.00        | \$2,700.00         | \$18,000.00         |
| Office Supplies        | \$2,223.68         | \$392.41           | \$2,616.09          |
| <b>Supplies total</b>  | <b>\$85,523.68</b> | <b>\$15,092.41</b> | <b>\$100,616.09</b> |
| <b>Planned MOE</b>     | <b>\$0.00</b>      |                    |                     |

| Contractual and Subaward              |                     |                    |                     |
|---------------------------------------|---------------------|--------------------|---------------------|
|                                       | Federal Share       | State Share        | Total Project Costs |
| RMV                                   | \$212,500.00        | \$37,500.00        | \$250,000.00        |
| UMASS                                 | \$42,500.00         | \$7,500.00         | \$50,000.00         |
| Contractual Inspect                   | \$34,000.00         | \$6,000.00         | \$40,000.00         |
| <b>Contractual and Subaward total</b> | <b>\$289,000.00</b> | <b>\$51,000.00</b> | <b>\$340,000.00</b> |
| <b>Planned MOE</b>                    | <b>\$0.00</b>       |                    |                     |

| Other Costs                               |                     |                    |                     |
|---|---------------------|--------------------|---------------------|
|   | Federal Share       | State Share        | Total Project Costs |
| CVES air cards and phones                 | \$17,000.00         | \$3,000.00         | \$20,000.00         |
| Mail Machine Postage                      | \$2,975.00          | \$525.00           | \$3,500.00          |
| CVSA DUES                                 | \$9,350.00          | \$1,650.00         | \$11,000.00         |
| Training Fees Crash Investigations        | \$17,425.00         | \$3,075.00         | \$20,500.00         |
| CVSA Decails                              | \$2,040.00          | \$360.00           | \$2,400.00          |
| Equipment - Other Vehicle                 | \$15,725.00         | \$2,775.00         | \$18,500.00         |
| Equipment Non Vehicle                     | \$8,500.00          | \$1,500.00         | \$10,000.00         |
| Training Costs CMVE Crtash Reconstruction | \$21,675.00         | \$3,825.00         | \$25,500.00         |
| Training Costs - Hazwoper                 | \$4,250.00          | \$750.00           | \$5,000.00          |
| Conference Costs                          | \$4,250.00          | \$750.00           | \$5,000.00          |
| <b>Other Costs total</b>                  | <b>\$103,190.00</b> | <b>\$18,210.00</b> | <b>\$121,400.00</b> |
| <b>Planned MOE</b>                        | <b>\$0.00</b>       |                    |                     |

| Total Costs                      |                       |                     |                       |
|----------------------------------|-----------------------|---------------------|-----------------------|
|                                  | Federal Share         | State Share         | Total Project Costs   |
| <b>Subtotal for Direct Costs</b> | <b>\$3,533,476.51</b> | <b>\$623,554.65</b> | <b>\$4,157,031.16</b> |
| Indirect Costs                   | \$776,661.85          | \$137,057.97        | \$913,719.82          |
| <b>Total Costs Budgeted</b>      | <b>\$4,310,138.36</b> | <b>\$760,612.62</b> | <b>\$5,070,750.98</b> |
| <b>Total Planned MOE</b>         | <b>\$3,044,377.00</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   | \$4,310,138.00    | \$760,613.00    | \$5,070,751.00          |

| Summary of MCSAP Funding Limitations   |              |
|--|--------------|
| Allowable amount for Overtime without written justification (15% of Basic award amount): | \$760,613.00 |
| MOE Baseline:  | \$335,450.37 |

| Estimated Expenditures         |                       |                     |                       |                       |
|--------------------------------|-----------------------|---------------------|-----------------------|-----------------------|
|                                | Federal Share         | State Share         | Total Project Costs   | Planned MOE Costs     |
| Salary Subtotal                | \$1,976,344.04        | \$348,766.59        | \$2,325,110.63        | NA                    |
| Overtime Subtotal              | \$553,499.13          | \$97,676.31         | \$651,175.44          | NA                    |
| Personnel Total                | \$2,529,843.17        | \$446,442.90        | \$2,976,286.07        | \$2,711,050.00        |
| Fringe Benefits Total          | \$393,319.66          | \$69,409.34         | \$462,729.00          | \$0.00                |
| Travel Total                   | \$31,875.00           | \$5,625.00          | \$37,500.00           | \$0.00                |
| Equipment Total                | \$100,725.00          | \$17,775.00         | \$118,500.00          | \$333,327.00          |
| Supplies Total                 | \$85,523.68           | \$15,092.41         | \$100,616.09          | \$0.00                |
| Contractual and Subaward Total | \$289,000.00          | \$51,000.00         | \$340,000.00          | \$0.00                |
| Other Costs Total              | \$103,190.00          | \$18,210.00         | \$121,400.00          | \$0.00                |
|                                | 85% Federal Share     | 15% State Share     | Total Project Costs   | Planned MOE Costs     |
| Subtotal for Direct Costs      | \$3,533,476.51        | \$623,554.65        | \$4,157,031.16        | \$3,044,377.00        |
| Indirect Costs                 | \$776,661.85          | \$137,057.97        | \$913,719.82          | NA                    |
| <b>Total Costs Budgeted</b>    | <b>\$4,310,138.36</b> | <b>\$760,612.62</b> | <b>\$5,070,750.98</b> | <b>\$3,044,377.00</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? Colonel Richard D. McKeon
2. What is this person's title? Colonel / Superintendent
3. Who is your Governor's highway safety representative? Mr. Jeff Larason
4. What is this person's title? Director of Highway Safety

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

- ☒ Yes
- ☐ No

#### State Certification declaration:

I, Colonel Richard D. McKeon, Colonel / Superintendent , on behalf of the Commonwealth of MASSACHUSETTS, 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 Commonwealth 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? Colonel Richard D. McKeon
2. What is the title of your certifying State official? Colonel
3. What are the phone # and email address of your State official? (508)820-2300

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

- ☒ Yes
- ☐ No

I, Colonel Richard D. McKeon, certify that the Commonwealth has conducted the annual review of its laws and regulations for compatibility regarding commercial motor vehicle safety and that the Commonwealth'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 Commonwealth 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