

MISSOURI

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

Date of Approval: Sep 18, 2018

Final CVSP

Part 1 - MCSAP Overview

1 - Introduction

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

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

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

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

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

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

2 - Mission/Goal Statement

Instructions:

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

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

The mission of the Missouri Department of Transportation - Highway Safety and Traffic Division's Motor Carrier Safety Assistance Program (MCSAP) is to reduce the number of crashes, fatalities, injuries and property damage involving Commercial Motor Vehicles (CMVs). Fulfilling this mission requires strong partnerships with the Missouri State Highway Patrol, Kansas City Police Department, St. Louis Metropolitan Police Department, Franklin County Sheriff's Office, St. Louis County Police Department and Missouri Department of Transportation - Motor Carrier Services Division.

The Missouri MCSAP goal is to maintain a heightened level of motor carrier compliance of the FMCSA regulations by conducting roadside inspections, compliance investigations, new entrant safety audits and outreach activities as well as maintain existing efforts in data collection and reporting processes of Missouri's Safety Data Quality system (timely and accurate inspection, crash, carrier and traffic enforcement data).

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 agencies involved in Missouri's commercial motor vehicle enforcement program include: Missouri State Highway Patrol, Kansas City Police Department, St. Louis Metropolitan Police Department, Franklin County Sheriff's Office, St. Louis County Police Department, Missouri Department of Transportation – Motor Carrier Services Division and Missouri Department of Transportation – Highway Safety and Traffic Division.

Missouri State Highway Patrol:

There are three divisions within the Missouri State Highway Patrol (MSHP) with roles in CMV safety/enforcement:

1. Commercial Vehicle Enforcement Division - This division is responsible for CMV roadside inspections and includes 133 allotted full-time CVSA certified officers and 40-80 part-time CVSA certified officers. None of the enforcement positions are MCSAP funded full-time equivalents (FTEs). This division also employs six positions that are MCSAP funded - three quality control clerks and three computer information technicians. The three quality control clerks conduct data entry of CMV inspection reports and CMV involved crash reports. They also certify any returned CMV inspection reports verifying repairs have been made to the CMV. Additionally, they upload crash and inspection reports daily to FMCSA and conduct quality assurance of these reports. The three computer information technician FTEs perform maintenance of the electronic systems and databases that support CMV inspections and CMV crashes. These personnel also provide 24 hours tech support for computer and other electronic systems.
2. Patrol Records Division - This division is responsible for records and data management of crash reports. This division has one MCSAP dedicated FTE that is state funded.
3. Field Operations Bureau - This division is responsible for traffic enforcement of CMVs and non-CMV's and criminal interdiction in and around commercial motor vehicles and includes 32 Commercial Vehicle Enforcement Troopers (CVETs). None of these positions are MCSAP funded FTEs.

Kansas City Police Department:

The Kansas City Police Department has eight full-time and 10 part-time CVSA certified officers responsible for CMV roadside inspections and traffic enforcement. Seven of the eight full-time officers are MCSAP funded. The eighth full-time officer's salary is paid from local funds. The 10 part-time officers are only MCSAP funded through overtime when conducting CMV enforcement activities.

St. Louis Metropolitan Police Department:

The St. Louis Metropolitan Police Department has five full-time and five part-time CVSA certified officers responsible for CMV roadside inspections and traffic enforcement. The five full-time officers are MCSAP funded. The five part-time officers are only MCSAP funded through overtime when conducting CMV enforcement activities.

Franklin County Sheriff's Office:

The Franklin County Sheriff's Office has two full-time and two part-time CVSA certified officers responsible for CMV roadside inspections and traffic enforcement. The two full-time officers are MCSAP funded. The two part-time officers are only MCSAP funded through overtime when conducting CMV enforcement activities.

St. Louis County Police Department:

The St. Louis County Police Department has two full-time and two part-time CVSA certified officers responsible for CMV roadside inspections and traffic enforcement. The two full-time officers are MCSAP funded. The two part-time officers are only MCSAP funded through overtime when conducting CMV enforcement activities.

Missouri Department of Transportation (MoDOT):

There are two divisions within the Missouri Department of Transportation with roles in CMV safety:

1. MoDOT - Motor Carrier Services Division is responsible for carrier compliance investigations and new entrant safety audits and includes 31 CVSA certified investigators. These positions are partially funded with MCSAP funds though none are 100% MCSAP dedicated FTE's.
2. MoDOT - Highway Safety and Traffic Division is the designated lead agency/division for planning, implementing, and administering Missouri's Commercial Vehicle Safety Plan (CVSP), including the MCSAP program, and includes one MCSAP funded FTE.

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:	MISSOURI DEPARTMENT OF TRANSPORTATION - HIGHWAY SAFETY AND TRAFFIC DIVISION
Enter total number of personnel participating in MCSAP activities	6
National Program Elements	Enter # personnel below
Driver and Vehicle Inspections	
Traffic Enforcement Activities	
Investigations*	
Public Education and Awareness	4
Data Collection and Reporting	2
* Formerly Compliance Reviews and Includes New Entrant Safety Audits	

Subrecipient Information	
Agency Name:	MISSOURI STATE HIGHWAY PATROL
Enter total number of personnel participating in MCSAP activities	240
National Program Elements	Enter # personnel below
Driver and Vehicle Inspections	191
Traffic Enforcement Activities	1000
Investigations*	
Public Education and Awareness	11
Data Collection and Reporting	38
* Formerly Compliance Reviews and Includes New Entrant Safety Audits	

Subrecipient Information	
Agency Name:	KANSAS CITY POLICE DEPARTMENT
Enter total number of personnel participating in MCSAP activities	19
National Program Elements	Enter # personnel below
Driver and Vehicle Inspections	18
Traffic Enforcement Activities	1200
Investigations*	
Public Education and Awareness	
Data Collection and Reporting	1
* Formerly Compliance Reviews and Includes New Entrant Safety Audits	

Subrecipient Information	
Agency Name:	ST. LOUIS METROPOLITAN POLICE DEPARTMENT
Enter total number of personnel participating in MCSAP activities	12
National Program Elements	Enter # personnel below
Driver and Vehicle Inspections	10
Traffic Enforcement Activities	1203
Investigations*	
Public Education and Awareness	
Data Collection and Reporting	2
* Formerly Compliance Reviews and Includes New Entrant Safety Audits	

Subrecipient Information	
Agency Name:	FRANKLIN COUNTY SHERIFF'S OFFICE
Enter total number of personnel participating in MCSAP activities	4
National Program Elements	Enter # personnel below
Driver and Vehicle Inspections	4
Traffic Enforcement Activities	70
Investigations*	
Public Education and Awareness	2
Data Collection and Reporting	1
* Formerly Compliance Reviews and Includes New Entrant Safety Audits	

Subrecipient Information	
Agency Name:	ST. LOUIS COUNTY POLICE DEPARTMENT
Enter total number of personnel participating in MCSAP activities	4
National Program Elements	Enter # personnel below
Driver and Vehicle Inspections	4
Traffic Enforcement Activities	1150
Investigations*	
Public Education and Awareness	2
Data Collection and Reporting	2
* Formerly Compliance Reviews and Includes New Entrant Safety Audits	

Subrecipient Information	
Agency Name:	MISSOURI DEPARTMENT OF TRANSPORTATION - MOTOR CARRIER SERVICES DIVISION
Enter total number of personnel participating in MCSAP activities	34
National Program Elements	Enter # personnel below
Driver and Vehicle Inspections	31
Traffic Enforcement Activities	
Investigations*	31
Public Education and Awareness	31
Data Collection and Reporting	3
* Formerly Compliance Reviews and Includes New Entrant Safety Audits	

Non-funded Agency Information	
Total number of agencies:	3
Total # of MCSAP Participating Personnel:	6

Part 2 - Crash Reduction and National Program Elements

1 - Overview

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

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

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

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

2 - CMV Crash Reduction

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

Trend Analysis for 2012 - 2016

Instructions for all tables in this section:

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

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

ALL CMV CRASHES

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

Goal measurement as defined by your State: Actual # Fatalities

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

Measurement Period (Include 5 Periods)		Fatalities	Goal	Outcome
Begin Date	End Date			
01/01/2016	12/31/2016	131	93	131
01/01/2015	12/31/2015	120	98	120
01/01/2014	12/31/2014	111	82	111
01/01/2013	12/31/2013	99	83	99
01/01/2012	12/31/2012	113	84	113

MOTORCOACH/PASSENGER CARRIER CRASHES

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

Goal measurement as defined by your State: Actual # Fatalities

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

Measurement Period (Include 5 Periods)		Fatalities	Goal	Outcome
Begin Date	End Date			
01/01/2016	12/31/2016	4		
01/01/2015	12/31/2015	3		
01/01/2014	12/31/2014	4		
01/01/2013	12/31/2013	4		
01/01/2012	12/31/2012	8		

Hazardous Materials (HM) CRASH INVOLVING HM RELEASE/SPILL

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

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

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

Goal measurement as defined by your State: Actual # Fatalities

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

Measurement Period (Include 5 Periods)		Fatalities	Goal	Outcome
Begin Date	End Date			
01/01/2016	12/31/2016	2		
01/01/2015	12/31/2015	4		
01/01/2014	12/31/2014	0		
01/01/2013	12/31/2013	4		
01/01/2012	12/31/2012	11		

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

The figures listed above for CMV and Motorcoach/Passenger Carrier crashes are a compilation of data provided by the Missouri Department of Transportation – Traffic Management System (TMS) database, of which all statistical information is generated from crash reports submitted to the Missouri State Highway Patrol – Statewide Accident Reporting System (STARS). The following bus types were used to report the fatality numbers for MOTORCOACH/PASSENGER CARRIER CRASHES: school bus, intercity, transit/commuter and charter/tour. The figures listed above for HM crashes are a compilation of data provided to the State of Missouri by the Federal Motor Carrier Safety Administration (FMCSA) from the Motor Carrier Management Information System (MCMIS).

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

The "All CMV Crashes" table above shows the goals and actual outcomes. Since 2013, Missouri has experienced an increase in CMV fatalities each year. The state has noticed Vehicle Miles Traveled (VMT) has been on the incline due to economic recovery and lower fuel prices. With an increase in VMT, meaning there are more vehicles on the roadways, there is increased chances of crashes occurring.

Below are CMV crash statistics from 2010 through 2016:

CMV Involved:

	Crashes		People		
	Fatal	Serious Injury	Fatalities	Serious Injuries	Minor Injuries
2010	98	383	106	506	3436
2011	107	358	119	469	2925
2012	104	294	113	389	2894
2013	84	314	99	402	2927
2014	99	287	111	371	2854
2015	111	289	120	369	3369
2016	120	344	131	415	3489
Total	723	2269	799	2921	21894

	Number of CMV Drivers Involved in Crashes		Number of CMV Drivers Involved with No Contributing Circumstance to the crash	
	Fatal	Serious Injury	Fatal *	Serious Injury *
2010	98	398	64 (65.3%)	217 (55.2%)
2011	109	375	73 (67.6%)	204 (55.6%)
2012	112	313	73 (67.0%)	165 (53.6%)
2013	91	338	51 (57.3%)	176 (53.5%)
2014	115	314	72 (64.3%)	163 (53.6%)
2015	130	325	82 (65.1%)	184 (58.0%)
2016	129	373	79 (63.7%)	193 (53.0%)

* CMV drivers with "Unknown" contributing circumstances are removed when calculating the % of CMV Drivers who did not contribute to the crash.

Top Contributing Circumstances related to the Non-CMV Driver for 2014-2016 (Other than NONE)

	Crashes		
	Fatal	Serious Injury	Total
Distracted / Inattentive	60	116	176
Too Fast for Conditions	36	123	159
Improper Lane Use/Change	47	112	159
Failed to Yield	52	98	150
Substance-Impaired	51	62	113

Top Contributing Circumstances related to the CMV Driver for 2014-2016 (Other than NONE)

	Crashes		
	Fatal	Serious Injury	Total
Improper Lane Use/Change	22	97	119
Too Fast for Conditions	20	93	113
Distracted / Inattentive	23	68	91
Failed to Yield	23	64	87

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.

Historically, Missouri's Strategic Highway Safety Plans have set overall fatality reduction goals. In the 2012 plan, an overall fatality reduction goal of 700 or fewer fatalities was established for 2016. The 2012 fatality reduction goal of 850 was used as the baseline number. The interim years, 2013-2015, were calculated using a trend line starting from the 850 baseline (shown below).

- 850 by 2012
- 813 by 2013
- 775 by 2014
- 738 by 2015
- 700 by 2016

The commercial motor vehicle fatality reduction goals listed in the "All CMV Crashes" table were calculated based on deriving a rate of the CMV fatalities to the overall statewide fatalities and then applying that rate to the overall goals listed above.

From 2009 to 2014, the State of Missouri had a five-year plan, approved by FMCSA, to reduce fatalities involving CMVs. In 2015, the State of Missouri started a year-to-year fatality reduction goal and worked to decrease CMV fatality and injury crashes by 2% in the top 10 crash counties. In 2016, the State of Missouri reduced their crash reduction goal to 1% in order to reflect a more realistic expectation due to an increase in crashes.

Recently, the State of Missouri has set an overall fatality reduction rate of 7% per year. Since CMV fatalities are included in the overall fatality numbers for the state, the CMV fatality reduction rate will also be 7% in order to achieve the overall statewide goal.

The State of Missouri does not set a Motorcoach/Passenger Carrier or Hazardous Material fatality reduction goal.

Enter the data source and capture date:

The data is provided by the Missouri Department of Transportation – Traffic Management System (TMS) database, of

which all statistical information is generated from crash reports submitted to the Missouri State Highway Patrol – Statewide Accident Reporting System (STARS).

Projected Goal for FY 2018

Enter Crash Reduction Goal:

In 2016, there were 131 CMV fatalities out of the statewide total of 949 fatalities. The goal during FY 2018 is to decrease CMV involved fatalities by 7%, which is a goal of 122 fatalities.

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.

All activities in the following sections are planned to address the fatality reduction goal. Missouri anticipates it will conduct 89,082 inspections, of which a minimum of 31,928 or 36% will be Level 3 inspections. Missouri anticipates it will conduct 397 carrier investigations and 810 new entrant safety audits. Traffic enforcement will be conducted and Missouri anticipates making 1,100 CMV stops and 500 non-CMV stops. When analyzing CMV fatalities from 2012 to 2016, 63% of the other vehicle drivers, pedestrians or bicyclists involved were responsible for those crashes. Therefore, traffic enforcement efforts will be made during FY 2018 to address traffic violations of non-CMV drivers operating around CMVs. Two statewide media campaigns, targeting drivers of passenger vehicles, will be conducted in 2018.

Activities will be focused in the top crash counties and cities listed in the tables below. Additional crash data was captured for each top county to guide activities by the subrecipients. That data is too detailed to be included in this plan. The additional data included fatal and injury crashes, top contributing circumstances by CMV driver and non-CMV driver, percentage of unbelted CMV drivers, CMV vehicle body types involved in crashes and day, month and time that most CMV crashes occurred. Also, heat maps showing crash locations were created for each top county.

Top 20 Counties
by Fatal and Injury Crashes
2011 - 2015

	County	2011	2012	2013	2014	2015	5-Year Total	CMV VMT	% CMV VMT
1	ST. LOUIS	300	327	329	338	354	1648	3,312,573	12.0%
2	JACKSON	247	291	333	326	344	1541	2,047,362	7.4%
3	ST. LOUIS CITY	198	243	257	280	295	1273	795,957	2.9%
4	GREENE	108	111	80	88	106	493	926,619	3.4%
5	ST. CHARLES	76	87	63	63	93	382	922,716	3.3%
6	CLAY	60	70	71	68	69	338	786,040	2.8%
7	BUCHANAN	97	29	39	37	41	243	327,666	1.2%
8	JEFFERSON	52	44	37	38	61	232	628,768	2.3%
9	BOONE	43	46	45	51	43	228	588,530	2.1%
10	JASPER	45	40	36	31	48	200	538,212	1.9%
11	FRANKLIN	36	42	34	35	40	187	785,092	2.8%
12	PLATTE	33	28	26	35	37	159	436,084	1.6%
13	CASS	24	24	35	29	30	142	372,510	1.3%
14	PHELPS	24	23	32	10	40	129	449,584	1.6%
15	LAWRENCE	28	21	22	26	24	121	347,898	1.3%
16	NEWTON	24	29	19	27	14	113	396,632	1.4%
17	CAPE GIRARDEAU	24	18	22	28	15	107	308,783	1.1%
18	PEMISCOT	22	19	14	20	29	104	437,738	1.6%
19	PULASKI	24	19	24	18	18	103	273,491	1.0%
20	LACLEDE	20	23	22	15	21	101	402,572	1.5%
	TOTAL	1,485	1,534	1,540	1,563	1,722	7,844	15,084,827	54.6%

Total 2016 CMV VMT: 27,607,814

Top 30 Cities
 CMV Involved Crashes
 2011 - 2015
 by Fatal, Disabling and Minor Injury Crashes

	City	Crashes
1	KANSAS CITY	1295
2	ST. LOUIS	1274
3	SPRINGFIELD	323
4	INDEPENDENCE	192
5	ST. JOSEPH	185
6	COLUMBIA	131
7	BRIDGETON	109
8	HAZELWOOD	97
9	TOWN AND COUNTRY	92
10	JOPLIN	82
11	CHESTERFIELD	77
12	LEES SUMMIT	76
13	FLORISSANT	76
14	MARYLAND HEIGHTS	72
15	ST. CHARLES	68
16	O'FALLON	66
17	ST. PETERS	64
18	ROLLA	63
19	SEDALIA	60
20	JEFFERSON CITY	58
21	LIBERTY	56
22	SUNSET HILLS	56
23	WENTZVILLE	56
24	BLUE SPRINGS	52
25	BERKELEY	46
26	KIRKWOOD	46
27	BELTON	41
28	CREVE COEUR	41
29	FENTON	38
30	CAPE GIRARDEAU	37

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.

Missouri will monitor the number of CMV involved fatalities and include these figures in the quarterly and annual reports.

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			27661	26222	28941
Level 2: Walk-Around			26982	26729	29116
Level 3: Driver-Only			32148	29731	33823
Level 4: Special Inspections			464	433	450
Level 5: Vehicle-Only			1342	1742	1501
Level 6: Radioactive Materials			0	3	4
Total	0	0	88597	84860	93835

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.

Inspection data for 2012 and 2013 is not available. The Missouri State Highway Patrol's retention policy for inspection data is the current year plus three years.

The Missouri State Highway Patrol conducts roadside CMV inspections on roadways throughout the State of Missouri. They also man, operate and conduct inspections at 23 fixed facilities throughout the State. Additionally, they will conduct truck checks in regions with the high crash counties and locations identified. The truck checks will be three days in length with 10-20 officers working eight hours per day for a total of 240 hours. The Kansas City Police Department, St. Louis Metropolitan Police Department, Franklin County Sheriff's Office and St. Louis County Police Department conduct roadside CMV inspections in their respective cities and counties. These inspections will be conducted by both MCSAP funded and non-MCSAP funded officers. The MCSAP officers and other CMV-trained officers will conduct inspections during their normal work shifts as well as during overtime enforcement projects.

The Missouri Department of Transportation - Motor Carrier Services Division will conduct driver/vehicle inspections at both motor carrier terminals and destinations. They will conduct inspections in conjunction with compliance investigations in accordance with FMCSA E-FOTM recommendations. Other vehicle inspections will also be conducted through unannounced random checks and passenger vehicle destination checks.

During the 2018 CVSP update period, the projected goals for Franklin County Sheriff's Office were increased from 750 to 1,950. Franklin County was a new agency in the 2017 grant and based on performance during the first year, it was determined that an increase in the 2018 goal was necessary.

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: MISSOURI DEPARTMENT OF TRANSPORTATION - HIGHWAY SAFETY AND TRAFFIC DIVISION

Enter the total number of certified personnel in the Lead agency: 0

Projected Goals for FY 2018 - Roadside Inspections					
Inspection Level	Non-Hazmat	Hazmat	Passenger	Total	Percentage by Level
Level 1: Full				0	%
Level 2: Walk-Around				0	%
Level 3: Driver-Only				0	%
Level 4: Special Inspections				0	%
Level 5: Vehicle-Only				0	%
Level 6: Radioactive Materials				0	%
Sub-Total Lead Agency	0	0	0	0	

MCSAP subrecipient agency

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

MISSOURI STATE HIGHWAY

Subrecipient is: PATROL

Enter the total number of certified personnel in this funded agency: 191

Projected Goals for FY 2018 - Subrecipients					
Inspection Level	Non-Hazmat	Hazmat	Passenger	Total	Percentage by Level
Level 1: Full	20000	2500	150	22650	33.22%
Level 2: Walk-Around	17000	3000	25	20025	29.37%
Level 3: Driver-Only	25000		10	25010	36.68%
Level 4: Special Inspections	400			400	0.59%
Level 5: Vehicle-Only			100	100	0.15%
Level 6: Radioactive Materials		5		5	0.01%
Sub-Total Funded Agencies	62400	5505	285	68190	

KANSAS CITY POLICE

Subrecipient is: DEPARTMENT

Enter the total number of certified personnel in this funded agency: 18

Projected Goals for FY 2018 - Subrecipients					
Inspection Level	Non-Hazmat	Hazmat	Passenger	Total	Percentage by Level
Level 1: Full	2420	80	50	2550	26.70%
Level 2: Walk-Around	3380	120		3500	36.65%
Level 3: Driver-Only	3500			3500	36.65%
Level 4: Special Inspections				0	0.00%
Level 5: Vehicle-Only				0	0.00%
Level 6: Radioactive Materials				0	0.00%
Sub-Total Funded Agencies	9300	200	50	9550	

ST. LOUIS METROPOLITAN

Subrecipient is: POLICE DEPARTMENT

Enter the total number of certified personnel in this funded agency: 10

Projected Goals for FY 2018 - Subrecipients					
Inspection Level	Non-Hazmat	Hazmat	Passenger	Total	Percentage by Level
Level 1: Full	1350	100	50	1500	25.00%
Level 2: Walk-Around	2335	100	25	2460	41.00%
Level 3: Driver-Only	1930	25	25	1980	33.00%
Level 4: Special Inspections				0	0.00%
Level 5: Vehicle-Only			60	60	1.00%
Level 6: Radioactive Materials				0	0.00%
Sub-Total Funded Agencies	5615	225	160	6000	

FRANKLIN COUNTY SHERIFF'S

Subrecipient is: OFFICE**Enter the total number of certified personnel in this funded agency:** 4

Projected Goals for FY 2018 - Subrecipients					
Inspection Level	Non-Hazmat	Hazmat	Passenger	Total	Percentage by Level
Level 1: Full	650			650	33.33%
Level 2: Walk-Around	650			650	33.33%
Level 3: Driver-Only	650			650	33.33%
Level 4: Special Inspections				0	0.00%
Level 5: Vehicle-Only				0	0.00%
Level 6: Radioactive Materials				0	0.00%
Sub-Total Funded Agencies	1950	0	0	1950	

ST. LOUIS COUNTY POLICE

Subrecipient is: DEPARTMENT**Enter the total number of certified personnel in this funded agency:** 4

Projected Goals for FY 2018 - Subrecipients					
Inspection Level	Non-Hazmat	Hazmat	Passenger	Total	Percentage by Level
Level 1: Full	900			900	25.00%
Level 2: Walk-Around	1512			1512	42.00%
Level 3: Driver-Only	1188			1188	33.00%
Level 4: Special Inspections				0	0.00%
Level 5: Vehicle-Only				0	0.00%
Level 6: Radioactive Materials				0	0.00%
Sub-Total Funded Agencies	3600	0	0	3600	

MISSOURI DEPARTMENT OF
TRANSPORTATION - MOTOR**Subrecipient is:** CARRIER SERVICES DIVISION

Enter the total number of certified personnel in this funded agency: 31

Projected Goals for FY 2018 - Subrecipients					
Inspection Level	Non-Hazmat	Hazmat	Passenger	Total	Percentage by Level
Level 1: Full				0	0.00%
Level 2: Walk-Around				0	0.00%
Level 3: Driver-Only				0	0.00%
Level 4: Special Inspections				0	0.00%
Level 5: Vehicle-Only	496	248	248	992	100.00%
Level 6: Radioactive Materials				0	0.00%
Sub-Total Funded Agencies	496	248	248	992	

Non-Funded Agencies

Total number of agencies:	3
Enter the total number of non-funded certified officers:	6
Enter the total number of inspections projected for FY 2018:	250

Summary

Projected Goals for FY 2018 - Roadside Inspections Summary

Projected Goals for FY 2018 Summary for All Agencies					
MCSAP Lead Agency: MISSOURI DEPARTMENT OF TRANSPORTATION - HIGHWAY SAFETY AND TRAFFIC DIVISION					
# certified personnel: 0					
Subrecipient Agencies: FRANKLIN COUNTY SHERIFF'S OFFICE, KANSAS CITY POLICE DEPARTMENT, MISSOURI DEPARTMENT OF TRANSPORTATION - MOTOR CARRIER SERVICES DIVISION, MISSOURI STATE HIGHWAY PATROL, ST. LOUIS COUNTY POLICE DEPARTMENT, ST. LOUIS METROPOLITAN POLICE DEPARTMENT					
# certified personnel: 258					
Number of Non-Funded Agencies: 3					
# certified personnel: 6					
# projected inspections: 250					
Inspection Level	Non-Hazmat	Hazmat	Passenger	Total	Percentage by Level
Level 1: Full	25320	2680	250	28250	31.29%
Level 2: Walk-Around	24877	3220	50	28147	31.18%
Level 3: Driver-Only	32268	25	35	32328	35.81%
Level 4: Special Inspections	400			400	0.44%
Level 5: Vehicle-Only	496	248	408	1152	1.28%
Level 6: Radioactive Materials		5		5	0.01%
Total ALL Agencies	83361	6178	743	90282	

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

Investigative Types - Interstate	2012	2013	2014	2015	2016
Compliance Investigations	265	218			
Cargo Tank Facility Reviews					
Non-Rated Reviews (Excludes CSA & SCR)					
CSA Off-Site			10	2	0
CSA On-Site Focused/Focused CR			255	354	246
CSA On-Site Comprehensive			28	53	28
Total Investigations	265	218	293	409	274
Total Security Contact Reviews	2				
Total Terminal Investigations					

Investigative Types - Intrastate	2012	2013	2014	2015	2016
Compliance Investigations	323	219			
Cargo Tank Facility Reviews					
Non-Rated Reviews (Excludes CSA & SCR)					
CSA Off-Site			15	18	1
CSA On-Site Focused/Focused CR			61	82	177
CSA On-Site Comprehensive			31	15	9
Total Investigations	323	219	107	115	187
Total Security Contact Reviews	1	1			
Total Terminal Investigations					

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	1	1
CSA On-Site Focused/Focused CR	215	52
CSA On-Site Comprehensive	35	93
Total Investigations	251	146
Total Security Contact Reviews	1	1
Total Terminal Investigations	0	0

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

The Missouri Department of Transportation - Motor Carrier Services Division has had a comprehensive intrastate compliance review program since 1985. The intrastate program includes oversight of both for-hire and private motor carriers. However, Missouri only requires for-hire intrastate motor carriers to possess a USDOT number. Private intrastate carriers are not required to have a USDOT number making it difficult to upload into the federal system. Missouri would need a legislative change to require private intrastate carriers to obtain a USDOT number, which is unlikely to be supported by the State Legislature. Missouri will inform private intrastate carriers on the benefits of obtaining a USDOT number during outreach sessions and safety investigations. FMCSA has provided a waiver for Missouri to continue to conduct compliance reviews on private carriers without USDOT numbers while investigating avenues on how to get the private motor carrier data into the federal system. Missouri will partner with FMCSA to find amicable solutions.

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

The Missouri Department of Transportation - Motor Carrier Services Division follows CSA program rules to conduct investigations on carriers involved in crashes or with poor inspection ratings. In regard to intrastate investigations, Missouri has a system similar to the CSA process and targets carriers with poor roadside inspection and crash histories. The agency also reviews crash data in search of any patterns specific to locations within the state, roadway corridors, or problem carriers. The Motor Carrier Services Division has a committed focus on passenger carriers. Fully trained investigators participate in passenger carrier investigations during FMCSA passenger strike force operations. Passenger carrier performance/histories are monitored and reviewed and any unsafe carrier is investigated. Currently, the division has 31 positions responsible for conducting carrier investigations, though none of these FTEs conduct them on a full-time basis.

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.

Supervisors review motor carrier investigator activities and reports for quality, completeness and accuracy throughout the month. Errors are tracked and addressed with the investigator to ensure corrections are made and understood for the future. Monthly reports are created to monitor the progress toward the program goals. Weekly reports are created to prevent overdue carriers from appearing in the inventory. Also, quarterly reports are submitted to the FMCSA.

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	1077	3037
01/01/2015	12/31/2015	1439	
01/01/2014	12/31/2014	1157	
01/01/2013	12/31/2013	1147	
01/01/2012	12/31/2012	1169	

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

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

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

Missouri does capture the number of CMV stops with an inspection but prior to 2016 did not capture the number of citations and warnings issued during those stops. Furthermore, Missouri conducts Non-CMV traffic enforcement stops but those figures are not tracked. MSHP works a large amount of overtime NHTSA projects and reports those statistics specifically to MoDOT Highway Safety and Traffic Division.

Narrative Overview for FY 2018

Instructions:

Describe the State's proposed level of effort (number of personnel) to implement a statewide CMV (in conjunction with and without an inspection) and/or non-CMV traffic enforcement program. If the State conducts CMV and/or non-CMV traffic enforcement activities only in support of the overall crash reduction goal, describe how the State allocates traffic enforcement resources. Please include number of officers, times of day and days of the week, specific corridors or general activity zones, etc. Traffic enforcement activities should include officers who are not assigned to a dedicated commercial vehicle enforcement unit, but who conduct eligible commercial vehicle/driver enforcement activities. If the State conducts non-CMV traffic enforcement activities, the State must conduct these activities in accordance with the [MCSAP Comprehensive Policy](#).

Traffic enforcement activities have proven to be effective countermeasures in deterring unsafe driving behavior among commercial motor vehicle operators as well as passenger vehicle operators. Concentrated high visibility enforcement contributes significantly in preventing crashes and removing unsafe drivers and vehicles from the roadway. The Missouri State Highway Patrol, Kansas City Police Department, St. Louis Metropolitan Police Department, Franklin County Sheriff's Office and St. Louis County Police Department will conduct comprehensive and highly visible traffic enforcement in high crash counties and adjacent corridors, with a focus on commercial motor vehicle and non-commercial motor vehicle traffic violations. Non-commercial violations focus will be on violations occurring around commercial motor vehicles. Commercial motor vehicle inspections will be conducted during stops when a North American Standard inspector is present.

Missouri is specifically precluded from setting what could be construed as a quota. Please see below listed statutory language. TRAFFIC CITATION QUOTAS - 304.125 & 575.320 This act prohibits a political subdivision or law enforcement agency from having a policy requiring or encouraging an employee to issue a certain number of traffic citations on a quota basis. Under current law, a public servant commits the Class A misdemeanor of misconduct in administration of justice if he or she orders a St. Louis County employee to issue a certain number of traffic citations except when the employee is assigned exclusively to traffic control and has no other responsibilities or duties. This act expands the provision to make it apply to employees of any political subdivision, not just St. Louis County. In addition, the act removes the exception for employees assigned exclusively to traffic control and specifies that a public servant also commits the misdemeanor by ordering an employee to increase the number of tickets the employee is issuing.

The Missouri State Highway Patrol will focus on the identified top crash locations. A minimum of 40 enforcement/inspection operations (SAFETE Operations) will occur, with 2 to 4 Commercial Vehicle Enforcement Troopers (CVETs), Patrol Officers and/or Commercial Vehicle Officers (CVOs) present. The operations will be at least 2 hours in length but can last up to 8 hours. Coordination with other traffic enforcement projects will occur.

Missouri estimates it will maintain the number of traffic enforcement activities based on historical activities funded with MCSAP grants. MCSAP funded enforcement agencies in Missouri have policies that require them to conduct an inspection on CMVs that are stopped roadside. Therefore, there are no CMV traffic stops without an inspection.

Projected Goals for FY 2018

Using the radio buttons in the table below, indicate the traffic enforcement activities the State intends to conduct in FY 2018. The projected goals are based on the number of traffic stops, not tickets or warnings issued. These goals are NOT intended to set a quota.

			Enter Projected Goals (Number of Stops only)
Yes	No	Traffic Enforcement Activities	FY 2018
<input checked="" type="radio"/>	<input type="radio"/>	CMV with Inspection	1100
<input type="radio"/>	<input checked="" type="radio"/>	CMV without Inspection	
<input checked="" type="radio"/>	<input type="radio"/>	Non-CMV	500
<input checked="" type="radio"/>	<input 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
90532	397	810	91739	78553

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

Missouri will monitor traffic enforcement efforts and report results quarterly and annually to FMCSA.

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: Missouri Department of Transportation - Motor Carrier Services Division

Enter the agency name responsible for PRISM in the State, if other than the Lead MCSAP Agency: Missouri Department of Transportation - Motor Carrier Services Division

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.

Missouri included ITD O&M costs in the spending plan. Those costs include system maintenance and license fees for OSOW permitting. The State also included PRISM O&M costs in the spending plan, which include IRP membership dues. Please see the spending plan for additional details.

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

NA

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.

NA

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	87	58	88	96	56
CMV Safety Belt Education and Outreach					
State Trucking Association Meetings	10	10	10	10	10
State-Sponsored Outreach Events					
Local Educational Safety Events		15	6	10	10
Teen Safety Events					

Narrative Overview for FY 2018

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

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

The Missouri Department of Transportation will do two statewide media campaigns aimed at the non-CMV drivers traveling around CMVs. The Commercial Motor Vehicle Awareness campaign will be held in the spring of the year. The fall campaign is called Operation Safe Driver. It is an annual week-long safety campaign in which law enforcement agencies across North America engage in heightened traffic safety enforcement and outreach aimed at decreasing the number of fatalities and injuries from crashes on our roadways caused by unsafe driving behaviors by commercial motor vehicle (CMV) drivers and drivers of passenger vehicles. The Missouri Department of Transportation utilizes a media company with an existing state contract.

Brochures will be distributed to the motor carrier industry to include CMV rules and regulations, size and weight limitations, permit and fees for hire carriers, general regulations and safety laws. The state will participate in activities sponsored by the Missouri Trucking Association (MoTA), including their monthly Council of Safety Supervisors meetings.

The Missouri State Highway Patrol, Kansas City Police Department, St. Louis Metropolitan Police Department, Franklin County Sheriff's Office, St. Louis County Police Department and Missouri Department of Transportation will be available to provide educational and promotional activities upon request. They will also provide information on CMV rules and regulations on their websites.

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	60
<input checked="" type="radio"/>	<input type="radio"/>	CMV Safety Belt Education and Outreach	10
<input checked="" type="radio"/>	<input type="radio"/>	State Trucking Association Meetings	10
<input checked="" type="radio"/>	<input type="radio"/>	State-Sponsored Outreach Events	1
<input checked="" type="radio"/>	<input type="radio"/>	Local Educational Safety Events	10
<input checked="" type="radio"/>	<input type="radio"/>	Teen Safety Events	5

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

Public education and outreach will be monitored and reported quarterly to FMCSA.

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	Good	Good

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

July 18, 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.

NA

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.

NA

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.

NA

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

Trend Analysis for 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	742	667	1004	1000	864
Intrastate					
Total Audits	742	667	1004	1000	864

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: Missouri Department of Transportation - Motor Carrier Services Division

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		
	FY 2018	
Number of Safety Audits/Non-Audit Resolutions	Interstate	Intrastate
# of Safety Audits (Onsite)	75	60
# of Safety Audits (Offsite)	675	0
# Group Audits	0	0
TOTAL Safety Audits	750	60
# of Non-Audit Resolutions	0	0

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

The Missouri Department of Transportation - Motor Carrier Services Division (MCS) goal is to assist FMCSA in their mission of reducing the number of crashes and fatalities involving commercial motor vehicles and commercial buses. MCS's objective is to perform New Entrant safety audits on each new entrant interstate carrier within 12 months of entering the program to ensure new entrant carriers are educated and compliant. MCS has designated 31 part-time investigators to the delivery of the New Entrant program. Investigators are dual trained which greatly increases the productivity and efficiency of the program by preparing investigators to complete any action needed (Chameleon, Covered Farm Vehicle, Inactivation, CSA Mandatory) for the new entrant carrier.

Many of the intrastate carriers have not been contacted or educated on economic and/or safety regulations. Upon contact, many intrastate carriers are operating in non-compliance and an unsafe manner. MCS believes there is a strong correlation between the number of carriers operating without upfront education and the number of carrier crashes within the state. Therefore, intrastate carriers need to be educated the same as interstate carriers. The goal is to provide education on regulatory compliance early in the stage of a carrier's operation to help create safer roadways and reduce crashes.

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 Missouri Department of Transportation - Motor Carrier Services Division proposes to complete 810 New Entrant safety audits within 3 to 12 months of the carrier's entry date meeting New Entrant program and the Fast Act expectations. The completion of the safety audit is to ensure that New Entrant carriers are educated and are in compliance with all CMV safety and hazardous material regulations to ultimately reduce crashes and fatalities.

The MCS, upon the application for Missouri intrastate authority (MO1 Application), will contact the carrier and conduct a safety audit. The intrastate safety audit program will supplement the Federal interstate program and will allow carriers only operating in Missouri to receive the same educational instruction from MCS trained investigators as interstate carriers. The investigators will explain the regulations and verify compliance with Drug and Alcohol regulations. If the carrier fails the intrastate safety audit they can be placed on the State's Top Priority Program (STP) list. Once placed on the STP list further monitoring will occur. It is anticipated that the additional contact with intrastate carriers will allow for companies to understand and follow CMV regulations in a more effective manner. The plan is to mirror the Federal Safety Audit process by utilizing the Field Operations Training Manual Safety Audit manual.

An average safety audit includes pre-investigative work, establishing contact with the carrier to set dates and times, travel to and from the carrier's principle place of business, educating the carrier and finalizing the SA report, supervisory review and uploading the report to MCMIS. In addition, there is also the time incurred for the carriers that fall outside of the average routine audit. That additional time includes an investigator researching and determining a chameleon carrier, determining a carrier meets the definition of a farmer and obtaining a signed Covered Farm Vehicle (CFV) statement, a carrier deciding they do not want or need to have interstate authority and time is spent inactivating the carrier or obtaining a letter to switch the carrier to intrastate.

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 Missouri Department of Transportation – Motor Carrier Services Division will continue to track NE Interstate and Intrastate audits to

ensure that the commitment to interstate carriers continues at or above its current level while also conducting intrastate audits. Missouri will track the number of intrastate carrier audits conducted and report results to FMCSA.

The MCS's Transportation Enforcement Investigations Supervisors will review safety audit reports upon completion for quality and accuracy as they are completed throughout the month. The Administrator of Motor Carrier Investigations will provide safety audit staff a monthly progress report informing audit staff's advancement toward meeting the yearly goal. Supervisors will track and address errors with investigators to ensure corrections are made and understood for the future. Supervisors will monitor FMCSA new entrant reports weekly to prevent overdue carriers appearing in the new entrant inventory. Also, quarterly progress reports will be submitted to the Missouri MCSAP coordinator for submission to FMCSA.

Part 3 - National Emphasis Areas and State Specific Objectives

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

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

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

Check this box if:

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

2 - Passenger Carrier Enforcement**Instructions:**

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

Check this box if:

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

3 - State Specific Objectives – Past

Instructions:

Describe any State-specific CMV problems that were addressed with FY2017 MCSAP funding. Some examples may include hazardous materials objectives, Electronic Logging Device (ELD) implementation, and crash reduction for a specific segment of industry, etc. Report below on year-to-date progress on each State-specific objective identified in the FY 2017 CVSP.

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

Please enter information to describe the year-to-date progress on any State-specific objective(s) identified in the State's FY 2017 CVSP. Click on "Add New Activity" to enter progress information on each State-specific objective.

Activity #1

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

Drug Interdiction

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

During 2017 the Missouri State Highway Patrol Field Operations Bureau and Commercial Vehicle Enforcement Division will coordinate drug interdiction enforcement and education activities. The Missouri State Highway Patrol plans to conduct 10 CMV drug interdiction operations. Each operation will be three days in length, with a minimum of 4 officers, each working 8 hours per day. The effort provides a total of 96 manpower hours per operation. These operations will be planned in strategic locations designed to increase the likelihood that commercial motor vehicles stopped are involved in drug/contraband smuggling. The Field Operations Bureau will participate in four drug/criminal interdiction-training activities.

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

The number of drug interdiction saturations and selective troop enforcement projects and their outcomes will be reported on a quarterly and annual basis. There is no activity to report for FY 2017. Activities and spending of the 2017 MCSAP funds started in July 2017.

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

Activity #2

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

CMV Seatbelt Enforcement

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

The Missouri State Highway Patrol, Kansas City Police Department, and St. Louis Metro Police Department, St. Louis County Police Department, and Franklin County Sheriff's Office will issue citations to unbuckled drivers and passengers of commercial motor vehicles. The Missouri Department of Transportation - Motor Carrier Services Division (MoDOT-MCS) will send letters to carrier firms who have drivers that were issued a citation for non-use of a safety belt. MoDOT Motor Carrier Services Division will continue to send letters to carriers with drivers who receive seat belt citations during roadside inspections. The letter reminds carriers to encourage their drivers to buckle up and provides an indicator to the carrier of CSA and other consequences of not wearing a seat belt. MCS receives the data from FMCSA Volpe Center.

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

The number of seatbelt citations issued by law enforcement agencies to CMV drivers will be submitted quarterly and annually. The number of letters the Missouri Department of Transportation sends to carriers who have drivers that were issued a citation for non-use of a safety belt will be reported quarterly and annually. There is no activity to report for FY 2017. Activities and spending of the 2017 MCSAP funds started in July 2017.

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

Activity #3

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

Law Enforcement Liaison Program (LEL)

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

Increase local law enforcement knowledge of CMV enforcement procedures Educate local law enforcement of National and State enforcement campaigns Work with media outlets to promote CMV education and awareness

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

This activity will no longer be conducted during FY 2017.

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

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.

Drug Interdiction

Narrative Overview for FY 2018

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

Missouri is centrally located in the United States and includes some heavily traveled roadways with a history of drug smuggling. Interstates 70, 44, 55, and 35 are major corridors for illegal contraband being transported by commercial motor vehicles. Drug interdiction efforts in conjunction with commercial motor vehicle roadside enforcement is necessary to reduce this risk.

Projected Goals for FY 2018:

Enter performance goal.

The objective of the Drug Interdiction effort is to provide heightened enforcement on the roadways commonly used to transport and distribute illegal drugs. The Missouri State Highway Patrol will use shared intelligence to arrest and convict those who transport and distribute illegal drugs on Missouri roadways.

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

During 2018 the Missouri State Highway Patrol Field Operations Bureau and Commercial Vehicle Enforcement Division will coordinate drug interdiction enforcement and education activities. The Missouri State Highway Patrol plans to conduct 10 CMV drug interdiction operations. Each operation will be three days in length, with a minimum of 4 officers, each working 8 hours per day. The effort provides a total of 96 manpower hours per operation. These operations will be planned in strategic locations designed to increase the likelihood that commercial motor vehicles stopped are involved in drug/contraband smuggling. The Field Operations Bureau will participate in four drug/criminal interdiction-training activities. During interdiction operations all criminal activities are being enforced, including Human Trafficking.

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 number of drug interdiction saturations and selective troop enforcement projects and their outcomes will be reported on a quarterly and annual basis.

State Objective #2

Enter the title of your State-Identified Objective.

CMV Seatbelt Enforcement

Narrative Overview for FY 2018

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

Missouri's last CMV seatbelt usage survey occurred in 2016, with a safety belt usage rate for commercial motor vehicle drivers of 82.8%. Missouri has seen a steady increase in CMV safety belt usage since 2004, when the survey results showed a usage rate of 59%. Though the usage rate has been increasing with each survey, we continue to see unbuckled fatalities in CMV crashes. Of the 367 fatalities occurring between 2014 and 2016, where at least one of the vehicles involved in the crash was a commercial motor vehicle, 61 fatalities were the CMV drivers. Of those CMV drivers, 39 drivers were not wearing their seatbelt at the time of the crash. Missouri's seatbelt survey identified flat bed drivers and dump truck drivers as high risk groups. Missouri's flat bed drivers have a 58.8% seatbelt use and dump truck drivers have a 61.3% seatbelt use rate.

Projected Goals for FY 2018:***Enter performance goal.***

Increase the CMV seatbelt usage rate and decrease the number of unbelted CMV involved fatalities. Missouri will provide additional outreach to these high risk groups.

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

The Missouri State Highway Patrol, Kansas City Police Department, St. Louis Metropolitan Police Department, Franklin County Sheriff's Office and St. Louis County Police Department will issue citations to unbuckled drivers and passengers of commercial motor vehicles. The Missouri Department of Transportation - Motor Carrier Services Division will send letters to carrier firms who have drivers who were issued a citation for non-use of a safety belt. MoDOT Motor Carrier Services Division will continue to send letters to carriers with drivers who receive seat belt citations during roadside inspections. The letter reminds carriers to encourage their drivers to buckle up and provides an indicator to the carrier of CSA and other consequences of not wearing a seat belt.

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 number of seatbelt citations issued by law enforcement agencies to CMV drivers will be submitted quarterly and annually. The number of letters the Missouri Department of Transportation - Motor Carrier Services Division sends to carriers who have drivers that were issued a citation for non-use of a safety belt will be reported quarterly and annually. During the 2018 CVSP update period, the State Objective #3, Law Enforcement Liaison Program (LEL) was removed. Due to recent state legislation, direction from MoDOT executive management was to not create any new enforcement programs.

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	\$6,934,545.00	\$1,223,744.00	\$8,158,289.00

Summary of MCSAP Funding Limitations	
Allowable amount for Overtime without written justification (15% of MCSAP award amount):	\$1,223,744.00
MOE Baseline:	\$37,304.52

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):	\$1,223,744.00

Personnel: Salary and Overtime Project Costs						
Salary Project Costs						
Position(s)	# of Staff	% of Time	Annual Salary	Total Project Costs	Federal Share	State Share
CMV Program Manager	1	100.0000	\$58,454.90	\$58,454.90	\$49,686.67	\$8,768.23
MCS Investigations Administrator	1	80.0000	\$65,308.90	\$52,247.12	\$44,410.05	\$7,837.07
MCS Investigations Specialist	3	85.0000	\$47,281.02	\$120,566.60	\$102,481.61	\$18,084.99
Program Manager	1	80.0000	\$56,182.53	\$44,946.02	\$38,204.12	\$6,741.90
Project Manager	1	5.0000	\$51,122.80	\$2,556.14	\$2,172.72	\$383.42
MCS Technician	2	70.0000	\$28,522.28	\$39,931.19	\$33,941.51	\$5,989.68
Transportation Enforcement Investigator Supervisor	4	83.0000	\$45,688.12	\$151,684.55	\$128,931.87	\$22,752.68
Senior Transportation Enforcement Investigator	19	85.0000	\$34,230.23	\$552,818.21	\$469,895.48	\$82,922.73
Transportation Enforcement Investigator	5	85.0000	\$35,437.34	\$150,608.69	\$128,017.39	\$22,591.30
Senior Financial Services Specialist	1	5.0000	\$55,151.80	\$2,757.59	\$2,343.95	\$413.64
MCS Director	1	2.0000	\$97,429.50	\$1,948.59	\$1,656.30	\$292.29
Highway Safety Director	1	4.0000	\$94,632.00	\$3,785.28	\$3,217.49	\$567.79
Highway Safety Program Administrator	1	4.0000	\$65,928.00	\$2,637.12	\$2,241.55	\$395.57
Subtotal: Salary				\$1,184,942.00	\$1,007,200.71	\$177,741.29
Overtime Project Costs						
Subtotal: Overtime				\$0.00	\$0.00	\$0.00
TOTAL: Personnel				\$1,184,942.00	\$1,007,200.71	\$177,741.29
Accounting Method:	Cash					
Planned MOE: Personnel	\$20,436.66					

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

Title	# of Staff	% of Time	Productive Hours	Hourly Salary/Wag	Total Personal	Average Fringe	Total Fringe Benefit
MC Investigations Administrator	1	80%	1874	34.85	52,247.12	78.00%	40,752.75
MC Investigations Specialist	3	85%	1874	25.23	120,566.60	78.00%	94,041.95
Program Manager	1	80%	1874	29.98	44,946.02	78.00%	35,057.89
Project Manager	1	5%	1874	27.28	2,556.14	78.00%	1,993.79
MC Technician	2	70%	1874	15.22	39,931.19	78.00%	31,146.33
Trans Enforcement Inv Supervisor	4	83%	1874	24.38	151,684.56	78.00%	118,313.96
Sr Trans Enforcement Investigator	19	85%	1874	21.57	652,818.21	78.00%	509,198.20
Transportation Enforcement Investigator	5	85%	1874	18.91	150,608.70	78.00%	117,474.78
Sr Financial Services Specialist	1	5%	1874	29.43	2,757.59	78.00%	2,150.92
MCS Director	1	2%	1874	51.99	1,948.59	78.00%	1,519.90
	38.00				1,220,064.72		951,650.47

Productive hours calculation is based on 2,080 total hours, less holidays 96 (12*8), less estimated annual leave 100, less sick leave 10 for total of 1,874 productive hours.

- **Commercial Motor Vehicle Program Manager:** Creates, implements and monitors Missouri's Commercial Vehicle Safety Plan (CVSP), manages Missouri's MCSAP grant program and reports progress to FMCSA.
- **Highway Safety Director:** Attends conferences and meetings, provides support and oversight of the work performed by the CMV Program Manager and if necessary, manages the MCSAP grant program during the CMV Program Manager's absence.
- **Highway Safety Program Administrator:** Attends conferences and meetings, provides support and oversight of the work performed by the CMV Program Manager and if necessary, manages the MCSAP grant program during the CMV Program Manager's absence.
- **MC Investigations Administrator:** Supervises the planning, analysis, and project implementation activities necessary for commercial motor vehicle safety and hazardous materials programs.
- **MC Investigations Specialist:** Researches, develops, and administers motor carrier programs and policies; interprets related statutes and regulations and serves in an advisory/training capacity to unit supervisors, employees, and motor carriers.
- **Program Manager:** Identifies and assigns state and federal activities, monitors state and federal programs, directs the statewide planning, coordination and implementation of activities and special programs for motor carrier safety, oversees field offices and supports field investigative staff and serves as a liaison between FMCSA and field investigators.

- Project Manager: Leads the development of motor carrier special projects, and provides guidance in motor carrier services operations, regulatory activities, compliance, and audit programs.
- MC Technician: Provides advanced administrative and paraprofessional support in motor carrier services functions such as registration, regulatory activities, and compliance and audit programs, including resolving standard issues and minor non-standard issues with a high degree of independence.
- Trans Enforcement Investigative Supervisor: Supervises and/or conducts economic and safety enforcement investigations, compliance reviews, educational briefings, safety audits, and motor carrier vehicle inspections, identifies violators within a region of the state and develops prosecution cases.
- Sr Tran Enforcement Investigator: Conducts compliance reviews, educational briefings, safety audits, inspections of vehicles, and investigations of suspected safety and economic violations within an assigned region of the state, and develops prosecution cases.
- Transportation Enforcement Investigator: Conducts routine compliance reviews, educational briefings, safety audits, inspections of vehicles, and investigations of suspected safety and economic violations within a region of the state, and assists in the development of prosecution cases.
- Sr Financial Services Specialist: Performs financial accounting, reporting, and support service activities for Safety and Compliance. Prepares grant budget requests and prepares/documents monthly vouchers.
- MCS Director: Carrier communication and education through calls or site visits pertaining to compliance, safety and enforcement; attends conferences and meetings and responsible for the operation of enforcement section.

Salary was reduced by \$100,000.

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
CMV Program Manager	81.0000	\$58,454.92	\$47,348.48	\$40,246.21	\$7,102.27
MCS Investigations Administrator	78.0000	\$52,247.12	\$40,752.75	\$34,639.84	\$6,112.91
MCS Investigations Specialist	78.0000	\$120,566.67	\$94,042.00	\$79,935.70	\$14,106.30
Program Manager	78.0000	\$44,946.02	\$35,057.89	\$29,799.21	\$5,258.68
Project Manager	78.0000	\$2,556.14	\$1,993.78	\$1,694.71	\$299.07
MCS Technician	78.0000	\$39,931.19	\$31,146.32	\$26,474.37	\$4,671.95
Transportation Enforcement Investigator Supervisor	78.0000	\$151,684.56	\$118,313.95	\$100,566.86	\$17,747.09
Senior Transportation Enforcement Investigator	78.0000	\$560,510.51	\$437,198.19	\$371,618.46	\$65,579.73
Transportation Enforcement Investigator	78.0000	\$150,608.70	\$117,474.78	\$99,853.56	\$17,621.22
Senior Financial Services Specialist	78.0000	\$2,757.59	\$2,150.92	\$1,828.28	\$322.64
MCS Director	78.0000	\$1,948.59	\$1,519.90	\$1,291.92	\$227.98
Highway Safety Director	81.0000	\$3,193.03	\$2,586.35	\$2,198.40	\$387.95
Highway Safety Program Administrator	81.0000	\$3,193.03	\$2,586.35	\$2,198.40	\$387.95
TOTAL: Fringe Benefits			\$932,171.66	\$792,345.92	\$139,825.74
Planned MOE: Fringe Benefits	\$17,132.06				

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

The base amount for each position was calculated by multiplying the annual salary by the number of staff by the percentage of time spent conducting MCSAP eligible activities.

The fringe benefit rates listed above, for all positions, are based on the following fringe benefit items:

Health and Life Insurance – 18.53%

Retirement - 58%

Social Security - 7.3%

Total - 83.83%

The fringe benefit rates are different for each division within MoDOT. The rates are determined by average rates for all employees within that division. Therefore, Motor Carrier Services Division staff's fringe rate is estimated at 78% and the Highway Safety and Traffic Division's fringe rate is 81%.

Fringe Benefits was reduced by \$72,000.

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
In Service Training	26	2	\$7,038.00	\$5,982.30	\$1,055.70
St. Louis Bus Check	1	3	\$438.00	\$372.30	\$65.70
KC Bus Check	2	3	\$918.00	\$780.30	\$137.70
Branson Bus Check	6	9	\$6,642.00	\$5,645.70	\$996.30
Skill Performance Evaluations (SPE)	1	3	\$417.00	\$354.45	\$62.55
CVSA Conferences - Spring and Fall - MCS	1	10	\$2,775.00	\$2,358.75	\$416.25
COMED Conference	1	5	\$1,775.00	\$1,508.75	\$266.25
Mo Dump Truck Association (MDTA)	1	1	\$154.00	\$130.90	\$23.10
Missouri Trucking Association (MoTA) - 3 Conferences	5	7	\$1,849.00	\$1,571.65	\$277.35
Internal Training to Districts	1	8	\$1,104.00	\$938.40	\$165.60
CBI Refresher	26	2	\$635.00	\$539.75	\$95.25
NASI Part A&B, Etc. Training	3	25	\$5,775.00	\$4,908.75	\$866.25
Passenger Vehicle Inspection Training	3	5	\$4,245.00	\$3,608.25	\$636.75
MCSAP Coordinator In-state Travel - HS	1	10	\$1,950.00	\$1,657.50	\$292.50
MSCAP Planning Meeting - HS	2	4	\$3,020.00	\$2,567.00	\$453.00
CVSA Conferences - Spring and Fall - HS	4	10	\$6,120.00	\$5,202.00	\$918.00
TOTAL: Travel			\$44,855.00	\$38,126.75	\$6,728.25
Planned MOE: Travel	\$0.00				

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

Program Travel for MoDOT - Motor Carrier Services Division

Routine:

- In Service Training. 2 meetings for day and half of training for each meeting for all staff (26 staff x 2 nights x \$89 per night hotel) + (26 staff x 2 days x \$34 per day meals) + (3 staff x 2 night x \$89 per night hotel; must come in evening before due to distance) + (3 staff x 2 day x \$18 for evening meals; must come in evening before due to distance) = \$7,038.00
- St. Louis Bus check. (1 staff x \$37 per day x 3 days for meals) + (1 staff x \$109 per night x 3 nights for hotel) = \$438.00
- KC Bus Check. (2 staff x \$44 per day x 3 days for meals) + (2 staff x \$109 per night x 3 nights for hotel) = \$918.00
- Branson Bus Checks. (6 staff x \$34 per day x 9 days for meals) + (6 staff x \$89 per night x 9 nights) = \$6,642.00
- Skill Performance Evaluations (SPE). (1 staff x \$44 per day x 3 days for meals) + (1 staff x \$95 per night x 3 nights) = \$417.00

Total Routine Travel = \$15,453.00

Conference Travel:

- Two CVSA Conferences. = \$2,775.00
 - Fall – KC (1 staff x \$36 per day x 5 days for meals) + (1 staff x \$190 per night for hotel x 4 nights) + (1 staff x \$35 per day x 5 days for parking) (Excludes registration fee) = \$1,115.00
 - Spring – Oregon (1 staff x \$40 per day x 5 days for meals) + (1 staff x \$230 per night for hotel x 4 nights) + (1 staff x \$500 for airfare) + (1 staff x \$40 for parking) (Excludes registration) = \$1,660.00
- COMED Conference. (1 Staff x \$55 per day x 5 days for meals) + (1 staff x \$235 per night for hotel x 4 nights) + (1 staff x \$560 Airfare, baggage, shuttle, parking etc.) = \$1,775.00
- Mo Dump Truck Association (MDTA). (1 staff x \$34 per day x 1 day for meals) + (1 staff x \$120 for 1 day hotel) = \$154.00
- Missouri Trucking Association (MOTA). = \$1,849.00
 - Fall Conference. (1 staff x \$37 per day x 3 days for meals) + (1 staff x \$160 per night x 2 nights for hotel) + (\$35 x 3 days for parking) = \$536.00
 - Spring Conference no Booth. (1 staff x \$34 per day x 2 days for meals) = \$68.00
 - Trucking Conference. (5 staff x \$18 per day x 2 days for meals) + (5 staff x \$213 per night x 1 night for hotel) = \$1,245.00

Total Conference Travel = \$6,553.00

Training Travel:

- Internal Training to District by Specialist = \$1,104.00
 - KC: (1 staff x \$44 per day x 4 days for meals) + (1 staff x \$109 per day x 4 nights for hotel) = \$612.00
 - Southwest: (1 staff x \$34 per day x 4 days for meals) + (1 staff x \$89 per day x 4 nights for hotel) = \$492.00
- CBI Refresher (26 staff x \$10 per day for meals) + (3 staff x \$89 per night for hotel for 1 night) + (3 staff x \$36 for two evening meals) = \$635.00
- Investigator Replacement five week training for NASI Part A & B, General Non-bulk and Cargo Tank Hazmat, Compliance and Other Bulk Packaging based on training at Academy = **\$5,775.00**
- Investigator Replacement for Passenger Vehicle Inspection Training. (3 staff x \$55 per day x 5 days for meals) + (3 staff x \$150 per night for hotel x 4 nights) + (3 staff x \$500 airfare, baggage and Taxi) + (3 staff x \$40 for Airport Parking) = \$4,245.00

Total Training Travel = \$14,759.00

Total MCS Program Travel = \$33,765.00

Program Travel for MoDOT - Highway Safety and Traffic Division

MCSAP Coordinator In-state Travel: 10 trips X \$45 per day for meals and 10 trips X \$150 per night lodging = \$1,950

MCSAP Planning Meeting: (2 Staff x \$55 per day x 4 days for meals) + (2 staff x \$170 per night for hotel x 4 nights) + (2 staff x \$550 airfare, baggage and shuttle) + (2 staff x \$15 per day x 4 days for airport parking) = \$3,020

Two CVSA Conferences = \$6,120

- Fall – KC (4 staff x \$36 per day x 5 days for meals) + (4 staff x \$190 per night for hotel x 4 nights) + (4 staff x \$35 per day x 5 days for parking) (excludes registration fee) = \$4,460
- Spring – Oregon (1 staff x \$40 per day x 5 days for meals) + (1 staff x \$230 per night for hotel x 4 nights) + (1 staff x \$500 for airfare) + (1 staff x \$40 for parking) (excludes registration fee) = \$1,660

Total HS Program Travel = \$11,090.00

Travel was reduced by \$3,000.

5 - Equipment

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

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

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

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

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

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

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

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
Office Supplies	1	1	\$15,000.00	\$15,000.00	\$12,750.00	\$2,250.00
Regulation Books	1	1	\$2,715.55	\$2,715.55	\$2,308.22	\$407.33
Uniforms	1	1	\$5,700.00	\$5,700.00	\$4,845.00	\$855.00
Laptops	5	unit	\$765.00	\$3,825.00	\$3,251.25	\$573.75
Portable Printers	3	unit	\$193.80	\$581.40	\$494.19	\$87.21
Lexmark Printers	3	unit	\$127.50	\$382.50	\$325.13	\$57.37
Desktop Scanners	2	unit	\$438.60	\$877.20	\$745.62	\$131.58
Portable Scanners	3	unit	\$208.25	\$624.75	\$531.04	\$93.71
Inspection Supplies	1	1	\$4,000.00	\$4,000.00	\$3,400.00	\$600.00
TOTAL: Supplies				\$33,706.40	\$28,650.45	\$5,055.95
Planned MOE: Supplies	\$0.00					

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

Supplies:

- Various Office Supplies, Printer Ink, toner, paper, files, background checks, misc. etc. = \$15,000.00
- 35 Regulation/35 HM (\$1,600) and 35 OOS criteria (\$1,115) books = \$2,715.00
- Uniform Cleaning and replacement = \$5,700.00
- 5 Laptops (Replacement). 5 laptops x \$900 x 85% (remaining 15% state funded) = \$3,825.00
- 3 replacement portable cannon printers x \$228.00 x 85% (remaining 15% state funded) = \$581.40
- 3 Lexmark printers x \$150.00 x 85% (remaining 15% state funded) = \$383.00
- 2 replacement desk top scanners x \$516 x 85% (remaining 15% state funded) = \$877.00
- 3 replacement portable scanners x \$245 x 85% (remaining 15% state funded) = \$625.00
- Inspector supplies such as creepers, flashlights, brake caliper with case, air pressure gauge, etc. = \$4,000.00

The above listed figures are based on a historical average of expenditures.

Total for Supplies = \$33,706.40

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
Missouri State Highway Patrol	DUNS	98638075	Subrecipient	\$2,481,092.68	\$2,108,928.78	\$372,163.90
Description of Services: Inspections and Enforcement						
Kansas City Police Department	DUNS	188216873	Subrecipient	\$1,268,657.58	\$1,078,358.94	\$190,298.64
Description of Services: Inspections and Enforcement						
St. Louis Metropolitan Police Department	DUNS	155937782	Subrecipient	\$812,932.21	\$690,992.38	\$121,939.83
Description of Services: Inspections and Enforcement						
Franklin County Sheriff's Office	DUNS	556206266	Subrecipient	\$209,490.00	\$178,066.50	\$31,423.50
Description of Services: Inspections and Enforcement						
St. Louis County Police Department	DUNS	182006312	Subrecipient	\$425,054.00	\$361,295.90	\$63,758.10
Description of Services: Inspections and Enforcement						
Bucket Media	DUNS	25280335	Contract	\$315,812.52	\$268,440.64	\$47,371.88
Description of Services: CMV Media Campaign						
Bucket Media	DUNS	25280335	Contract	\$55,731.62	\$47,371.88	\$8,359.74
Description of Services: CMV Media Soft Match						
Bentley Systems, Incorporated	DUNS	953936623	Contract	\$230,871.33	\$196,240.63	\$34,630.70
Description of Services: System Maintenance and License Fees						
TOTAL: Contractual and Subaward				\$5,799,641.94	\$4,929,695.65	\$869,946.29
Planned MOE: Contractual and Subaward	\$0.00					

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

Project costs for the subrecipients were determined by budgets submitted by each agency including amounts for Personnel, Fringe Benefits, Travel, Equipment, Supplies and Other = **\$5,197,226.47**

CMV Media Campaign: These costs are based on historical week-long campaign expenses that include radio, online ads, television and print = **\$315,812.52**

Soft Match for the CMV Media will be provided by Missouri State Highway Patrol's fuel expense used during CMV inspections and enforcement. = **\$55,731.62**

The Bentley O&M provides for the licensing, maintenance and support of MoDOT's Oversize and Overweight Permit System, MoDOT Carrier Express. MCE is a fully electronic permitting system that allows customers to apply and receive permits that authorizes travel on Missouri's highways for oversize and/or overweight loads that exceed legal size and weight limitations as established in Missouri Statute. = **\$230,871.33**

Removed \$11,858.82 Contractual Costs for the LEL program, added \$230,871.33 for Bentley Systems, reduced costs for Kansas City Police Department and increased costs for St. Louis County Police Department and Bucket Media.

8 - Other Costs

Other costs are those not classified elsewhere, such as communications or utility costs. As with other expenses, these must be allocable to the Federal award. The total costs and allocation bases must be shown in the narrative.

Examples of Other costs may include utilities and/or leased equipment, employee training tuition, meeting registration costs, etc. The quantity, unit of measurement (e.g., monthly, annually, each, etc.) and unit cost must be included. All Other costs must be specifically itemized and described.

If the State plans to include O&M costs that do not meet the definition of a contractual or subaward cost, details must be provided in the table and narrative below. Please identify these costs as ITD O&M, PRISM O&M, or SSDQ O&M.

Enter a description of each requested Other Cost.

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

Total Project Costs equal Number of Units x Cost per Item.

Indirect Costs

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

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

Your State will not claim reimbursement for Indirect Costs.

Other Costs Project Costs						
Item Name	# of Units/Items	Unit of Measurement	Cost per Unit	Total Project Costs	Federal Share	State Share
CVSA Decals	1900	1	\$0.28	\$532.00	\$452.20	\$79.80
Conference Registration Fees - MCS	3	1	\$550.00	\$1,650.00	\$1,402.50	\$247.50
Vehicle Maintenance/Repair/Fuel	31	1	\$1,612.91	\$50,000.21	\$42,500.18	\$7,500.03
Communications (MiFi, mobile phones, etc.)	12	monthly	\$1,916.66	\$22,999.92	\$19,549.93	\$3,449.99
Office Space	12	monthly	\$1,750.00	\$21,000.00	\$17,850.00	\$3,150.00
Subpoena Services	3	1	\$80.00	\$240.00	\$204.00	\$36.00
IFTA and IRP Membership Dues - MCS	1	1	\$49,000.00	\$49,000.00	\$41,650.00	\$7,350.00
CVSA Membership Dues - HS	1	1	\$14,799.87	\$14,799.87	\$12,579.90	\$2,219.97
CVSA Conference Registration Fees - HS	5	1	\$550.00	\$2,750.00	\$2,337.50	\$412.50
TOTAL: Other Costs				\$162,972.00	\$138,526.21	\$24,445.79
Planned MOE: Other Costs	\$0.00					

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

Other Expenses for MoDOT - Motor Carrier Services Division:

- CVSA Decals for MCSAP program inspections based on projection. 1,900 decals x \$0.28 = \$532.00
- 2 CVSA Conferences (Registration fees, etc.) \$550 x 2 = \$1,100.00
- COHMED Conference (Registration fees, etc.) \$550 x 1 staff = \$550.00
- Vehicle Maintenance/Repair/Fuel Costs. Estimate is based off previous 12 months grant eligible enforcement activity for 31 cars for 12 months = **\$50,000.00**.
- Communications (MiFi, mobile phones, postage). The estimate is based off the previous 12 months grant eligible enforcement activity = **\$23,000.00**
- Office Space (covers utilities and office space). Seven office locations statewide. The estimate is based off the previous 12 months grant eligible enforcement activity = **\$21,000.00**
- Subpoena third party service. Historical use 3 times yearly. (\$80.00 x 3 uses) = \$240.00
- Membership Dues = **\$49,000.00**
 - IFTA Membership July 1, 2018–June 30, 2019 - Dues payable in May 2018 = \$16,000.00
 - IRP Membership Oct 1, 2018–Sept 30, 2019 - Dues payable in July 2018 = \$33,000.00

Total MCS Other Expenses = \$145,422.00

Other Expenses for MoDOT - Highway Safety and Traffic Division:

- CVSA Membership Dues - \$14,800.00
- CVSA Conference Registration Fees - \$550 x 5 staff = \$2,750.00

Total HS Other Expenses = \$17,550.00

Missouri does not charge indirect costs. The above listed costs are based on historical expenditures.

Other Costs was reduced by \$10,000.

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	\$6,934,545.00	\$1,223,744.00	\$8,158,289.00

Summary of MCSAP Funding Limitations	
Allowable amount for Overtime without written justification (15% of Basic award amount):	\$1,223,744.00
MOE Baseline:	\$37,304.52

Estimated Expenditures			
Personnel			
	Federal Share	State Share	Total Project Costs
CMV Program Manager	\$49,686.67	\$8,768.23	\$58,454.90
MCS Investigations Administrator	\$44,410.05	\$7,837.07	\$52,247.12
MCS Investigations Specialist	\$102,481.61	\$18,084.99	\$120,566.60
Program Manager	\$38,204.12	\$6,741.90	\$44,946.02
Project Manager	\$2,172.72	\$383.42	\$2,556.14
MCS Technician	\$33,941.51	\$5,989.68	\$39,931.19
Transportation Enforcement Investigator Supervisor	\$128,931.87	\$22,752.68	\$151,684.55
Senior Transportation Enforcement Investigator	\$469,895.48	\$82,922.73	\$552,818.21
Transportation Enforcement Investigator	\$128,017.39	\$22,591.30	\$150,608.69
Senior Financial Services Specialist	\$2,343.95	\$413.64	\$2,757.59
MCS Director	\$1,656.30	\$292.29	\$1,948.59
Highway Safety Director	\$3,217.49	\$567.79	\$3,785.28
Highway Safety Program Administrator	\$2,241.55	\$395.57	\$2,637.12
Salary Subtotal	\$1,007,200.71	\$177,741.29	\$1,184,942.00
Overtime subtotal	\$0.00	\$0.00	\$0.00
Personnel total	\$1,007,200.71	\$177,741.29	\$1,184,942.00
Planned MOE	\$20,436.66		

Fringe Benefits			
	Federal Share	State Share	Total Project Costs
CMV Program Manager	\$40,246.21	\$7,102.27	\$47,348.48
MCS Investigations Administrator	\$34,639.84	\$6,112.91	\$40,752.75
MCS Investigations Specialist	\$79,935.70	\$14,106.30	\$94,042.00
Program Manager	\$29,799.21	\$5,258.68	\$35,057.89
Project Manager	\$1,694.71	\$299.07	\$1,993.78
MCS Technician	\$26,474.37	\$4,671.95	\$31,146.32
Transportation Enforcement Investigator Supervisor	\$100,566.86	\$17,747.09	\$118,313.95
Senior Transportation Enforcement Investigator	\$371,618.46	\$65,579.73	\$437,198.19
Transportation Enforcement Investigator	\$99,853.56	\$17,621.22	\$117,474.78
Senior Financial Services Specialist	\$1,828.28	\$322.64	\$2,150.92
MCS Director	\$1,291.92	\$227.98	\$1,519.90
Highway Safety Director	\$2,198.40	\$387.95	\$2,586.35
Highway Safety Program Administrator	\$2,198.40	\$387.95	\$2,586.35
Fringe Benefits total	\$792,345.92	\$139,825.74	\$932,171.66
Planned MOE	\$17,132.06		

Travel			
	Federal Share	State Share	Total Project Costs
In Service Training	\$5,982.30	\$1,055.70	\$7,038.00
St. Louis Bus Check	\$372.30	\$65.70	\$438.00
KC Bus Check	\$780.30	\$137.70	\$918.00
Branson Bus Check	\$5,645.70	\$996.30	\$6,642.00
Skill Performance Evaluations (SPE)	\$354.45	\$62.55	\$417.00
CVSA Conferences - Spring and Fall - MCS	\$2,358.75	\$416.25	\$2,775.00
COMED Conference	\$1,508.75	\$266.25	\$1,775.00
Mo Dump Truck Association (MDTA)	\$130.90	\$23.10	\$154.00
Missouri Trucking Association (MoTA) - 3 Conferences	\$1,571.65	\$277.35	\$1,849.00
Internal Training to Districts	\$938.40	\$165.60	\$1,104.00
CBI Refresher	\$539.75	\$95.25	\$635.00
NASI Part A&B, Etc. Training	\$4,908.75	\$866.25	\$5,775.00
Passenger Vehicle Inspection Training	\$3,608.25	\$636.75	\$4,245.00
MCSAP Coordinator In-state Travel - HS	\$1,657.50	\$292.50	\$1,950.00
MSCAP Planning Meeting - HS	\$2,567.00	\$453.00	\$3,020.00
CVSA Conferences - Spring and Fall - HS	\$5,202.00	\$918.00	\$6,120.00
Travel total	\$38,126.75	\$6,728.25	\$44,855.00
Planned MOE	\$0.00		

Equipment			
	Federal Share	State Share	Total Project Costs
Equipment total	\$0.00	\$0.00	\$0.00
Planned MOE	\$0.00		

Supplies			
	Federal Share	State Share	Total Project Costs
Office Supplies	\$12,750.00	\$2,250.00	\$15,000.00
Regulation Books	\$2,308.22	\$407.33	\$2,715.55
Uniforms	\$4,845.00	\$855.00	\$5,700.00
Laptops	\$3,251.25	\$573.75	\$3,825.00
Portable Printers	\$494.19	\$87.21	\$581.40
Lexmark Printers	\$325.13	\$57.37	\$382.50
Desktop Scanners	\$745.62	\$131.58	\$877.20
Portable Scanners	\$531.04	\$93.71	\$624.75
Inspection Supplies	\$3,400.00	\$600.00	\$4,000.00
Supplies total	\$28,650.45	\$5,055.95	\$33,706.40
Planned MOE	\$0.00		

Contractual and Subaward			
	Federal Share	State Share	Total Project Costs
Missouri State Highway Patrol	\$2,108,928.78	\$372,163.90	\$2,481,092.68
Kansas City Police Department	\$1,078,358.94	\$190,298.64	\$1,268,657.58
St. Louis Metropolitan Police Department	\$690,992.38	\$121,939.83	\$812,932.21
Franklin County Sheriff's Office	\$178,066.50	\$31,423.50	\$209,490.00
St. Louis County Police Department	\$361,295.90	\$63,758.10	\$425,054.00
Bucket Media	\$268,440.64	\$47,371.88	\$315,812.52
Bucket Media	\$47,371.88	\$8,359.74	\$55,731.62
Bentley Systems, Incorporated	\$196,240.63	\$34,630.70	\$230,871.33
Contractual and Subaward total	\$4,929,695.65	\$869,946.29	\$5,799,641.94
Planned MOE	\$0.00		

Other Costs			
	Federal Share	State Share	Total Project Costs
CVSA Decals	\$452.20	\$79.80	\$532.00
Conference Registration Fees - MCS	\$1,402.50	\$247.50	\$1,650.00
Vehicle Maintenance/Repair/Fuel	\$42,500.18	\$7,500.03	\$50,000.21
Communications (MiFi, mobile phones, etc.)	\$19,549.93	\$3,449.99	\$22,999.92
Office Space	\$17,850.00	\$3,150.00	\$21,000.00
Subpoena Services	\$204.00	\$36.00	\$240.00
IFTA and IRP Membership Dues - MCS	\$41,650.00	\$7,350.00	\$49,000.00
CVSA Membership Dues - HS	\$12,579.90	\$2,219.97	\$14,799.87
CVSA Conference Registration Fees - HS	\$2,337.50	\$412.50	\$2,750.00
Other Costs total	\$138,526.21	\$24,445.79	\$162,972.00
Planned MOE	\$0.00		

Total Costs			
	Federal Share	State Share	Total Project Costs
Subtotal for Direct Costs	\$6,934,545.69	\$1,223,743.31	\$8,158,289.00
Total Costs Budgeted	\$6,934,545.69	\$1,223,743.31	\$8,158,289.00
Total Planned MOE	\$37,568.72		

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	\$6,934,545.00	\$1,223,744.00	\$8,158,289.00

Summary of MCSAP Funding Limitations	
Allowable amount for Overtime without written justification (15% of Basic award amount):	\$1,223,744.00
MOE Baseline:	\$37,304.52

Estimated Expenditures				
	Federal Share	State Share	Total Project Costs	Planned MOE Costs
Salary Subtotal	\$1,007,200.71	\$177,741.29	\$1,184,942.00	NA
Overtime Subtotal	\$0.00	\$0.00	\$0.00	NA
Personnel Total	\$1,007,200.71	\$177,741.29	\$1,184,942.00	\$20,436.66
Fringe Benefits Total	\$792,345.92	\$139,825.74	\$932,171.66	\$17,132.06
Travel Total	\$38,126.75	\$6,728.25	\$44,855.00	\$0.00
Equipment Total	\$0.00	\$0.00	\$0.00	\$0.00
Supplies Total	\$28,650.45	\$5,055.95	\$33,706.40	\$0.00
Contractual and Subaward Total	\$4,929,695.65	\$869,946.29	\$5,799,641.94	\$0.00
Other Costs Total	\$138,526.21	\$24,445.79	\$162,972.00	\$0.00
	85% Federal Share	15% State Share	Total Project Costs	Planned MOE Costs
Subtotal for Direct Costs	\$6,934,545.69	\$1,223,743.31	\$8,158,289.00	\$37,568.72
Indirect Costs	\$0.00	\$0.00	\$0.00	NA
Total Costs Budgeted	\$6,934,545.69	\$1,223,743.31	\$8,158,289.00	\$37,568.72

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? William Whitfield
2. What is this person's title? Highway Safety Director
3. Who is your Governor's highway safety representative? Patrick McKenna
4. What is this person's title? Director, Department of Transportation

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

- ☒ Yes
- ☐ No

State Certification declaration:

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

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

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

1. What is the name of your certifying State official? William Whitfield
2. What is the title of your certifying State official? Highway Safety Director
3. What are the phone # and email address of your State official? 573-751-5417 William.Whitfield@modot.mo.gov

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

- ☒ Yes
- ☐ No

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

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

3 - New Laws/Legislation/Policy Impacting CMV Safety

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

☐ Yes ☒ No

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

☐ Yes ☒ No

Missouri Department of Transportation
Recap of Fringe Benefit and Salary Additive Percentages
To be Used for Cost Estimates

Fiscal Year 2018
(July 1, 2017 - June 30, 2018)

Full-Time and Permanent Part-Time

Salary Additive Rate (Fringe Benefits for which a rate is calculated):

(allocated to jobs/projects, REGLR & OHW pay type codes only)

Post-Employment Health Benefits	7.52%
Worker's Compensation	2.85%
Unemployment Compensation	0.05%
Paid Leave (I.e., annual leave, sick leave, etc.)	32.52% *
Under Applied Salary Additive Amount	9.32% *
Total Salary Additive Rate	52.27%

Fringe Benefits (the actual cost is allocated to the payroll line of coding and as a result, these costs are directly charged to the project or job; a rate is not necessary):

	Percent
Retirement State Share	58.00%
Medical/Life Insurance State Share	18.53%
OASI/Medicare	7.30%
Total Fringe Benefit Percentage	83.83%

Total Fringe Benefit & Salary Add. Rate allocated to jobs/projects **136.11%**

**For calculations other than estimating billing and costs to a project, job or reporting category, these % are excluded (I.e., exclude when the estimate includes the employee's total gross full-time salary because paid leave is already included in the employee's base salary.)*

Full-Time Overtime, Permanent Part-Time Overtime and Hourly, receiving benefits

Fringe Benefit:	Percent
Retirement	58.00%
Medical/Life	18.53%
OASI/Medicare	7.30%
Total Fringe Benefit Percentage	83.83%

Hourly Payroll, Regular and Overtime, not receiving benefits

Fringe Benefit:	Percent
OASI/Medicare	7.65%



U.S. Department
of Transportation

**Federal Highway
Administration**

Missouri Division

5/4/2017

3220 W. Edgewood, Suite H
Jefferson City, Missouri 65109
(573) 636-7104
Fax (573) 636-9283
Missouri.FHWA@fhwa.dot.gov

In Reply Refer To:
HDA-MO

Mr. Patrick McKenna, Director
Missouri Department of Transportation
Jefferson City, Missouri 65102

Ms. Sandra K. Karsten
Missouri State Highway Patrol
Jefferson City, Missouri 65102

Attn: Mr. Bill Whitfield and Ms. Sandra Karsten

Dear Mr. McKenna and Ms. Karsten:

We have reviewed the latest Missouri State Highway Patrol narrative cost allocation proposal, as requested. We approve a narrative cost allocation methodology for the period of October 1, 2016 – September 30, 2018. The approved methodology should be applied to the Motor Carrier Safety Assistance Program Commercial Vehicle Safety Plan as specified in your Narrative Cost Allocation Plan.

We have completed and signed the attached agreement form. Please sign the agreement form and return the executed original to our office.

Sincerely,
KEVIN W. WARD, P.E.
Division Administrator

SANDRA D
MOELLER

Digitally signed by SANDRA D MOELLER
DN: c=US, o=U.S. Government, ou=DOT
FHWA Jefferson City MO, ou=FHWA
FHWA Jefferson City MO, cn=SANDRA D
MOELLER
Date: 2017/05/04 09:16:01 -0500

By Sandra Moeller
Transportation Finance Manager

Enclosure(s)

MoDOT

JUN 07 2017

TRAFFIC &
HIGHWAY SAFETY

NARRATIVE COST ALLOCATION AGREEMENT
BETWEEN THE
MISSOURI DEPARTMENT OF TRANSPORTATION
AND
MISSOURI STATE HIGHWAY PATROL
AND THE
FEDERAL HIGHWAY ADMINISTRATION

This agreement is made and entered into between the State of Missouri by and through its Department of Transportation (MoDOT) and Missouri State Highway Patrol (MSHP) and the United States Department of Transportation, Federal Highway Administration (FHWA), the cognizant Federal agency for indirect costs under government-wide Uniform Administrative Requirements and Cost Principles, 2 CFR 200, as defined by 2 CFR 200.19.

The narrative cost allocation methodology (NCAM) approved and contained herein is for use and may be charged to grant awards, cooperative agreements and contracts with the Federal Government, to which 2 CFR 200 Subpart E and Appendix VII applies, subject to the limitations contained in Section II.A of this agreement.

The NCAM was negotiated by MoDOT, MSHP and FHWA in accordance with the authority contained in Appendix VII, Section E of the regulation.

Section I: Rate

Type: *Narrative Cost Allocation Methodology*

Effective Period: *(respective timeframe)*

Rate: The Patrol uses the average hourly salary and fringe benefit rate of all employees certified to conduct inspections, combined with the time it takes to conduct the various levels of inspections to come up with the alternative cost plan. This method was suggested and approved by FMCSA in 2012.

Salaries and fringe benefits are obtained from the state pay system, SAM II. Those numbers were obtained in May 2016.

Inspection times are derived from FMCSA's inspection system, SAFETYNET. Those times were obtained in May 2016.

For the 2017 Commercial Vehicle Safety Plan (CVSP), the alternative cost method was figured by using the average hourly salary and fringe rate of:

-106 Commercial Vehicle Officers and Commercial Vehicle Inspectors at \$38.12/hourly. (See attachment A-CVO/CVI tab)

-32 Commercial Vehicle Enforcement Troopers at \$60.96 hourly. (See attachment A-CVET tab)

-67 part time troopers at \$50.91/hourly. (See attachment A-Certified Trooper tab)

Combining the hourly wage and fringe rate of all employees totaled \$9372.85. Dividing \$9372.85 by the total number of officers that conduct inspections (205) = an average hourly and fringe rate of \$45.72.

Average statewide Level 1 inspection time-51.15 minutes-85% of an hour (See attachment B).

Average statewide Level 2 inspection time-34.42 minutes-57% of an hour (See attachment C).

Average statewide Level 3 inspection time-24.28 minutes-40% of an hour (See attachment D).

Each month the Missouri State Highway Patrol vouchers FMCSA for the total number of inspections conducted in a month.

Section II: General


A. Limitations

The cost allocation methodology used in this agreement may be subject to statutory or administrative limitations and are reimbursable through grant, contract, or other agreement only to the extent that funds are available. Acceptance of this methodology is predicated on these conditions: (1) Only direct costs incurred by the MSHP to provide oversight and administration on delivering CVSP program will be included in the NCAM project. Such costs are legal obligations of the MSHP, except for MSHP's share of the state of Missouri Indirect Cost Allocation -Salary Additive Rate, and are allowable under the governing cost principles; (2) Similar types of costs have been accorded consistent accounting treatment, and (3) The information provided by the MSHP, which was used to establish the cost allocation methodology are not later found to be materially incomplete or inaccurate by the Federal Government. In such situations the agreement will be subject to reopening, and the methodology may be adjusted and refunds made if the proposal included unallowable costs.

B. Accounting Changes

This agreement is based on the accounting system to be in effect during the agreement period. Changes in the method of accounting for costs that affect the amount of reimbursement resulting from the use of these rates require prior concurrence of FHWA. Such changes include, but are not limited to, changes in the charging of a particular type of cost from indirect to direct. Failure to obtain concurrence may result in cost disallowances.

Missouri Department of Transportation



William Whitfield, Director
Office of Highway Safety
Date: 6/7/2017

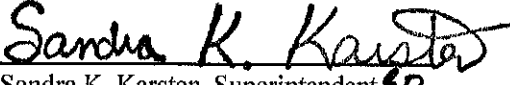
U.S. Department of Transportation Federal Highway Administration

SANDRA D
MOELLER

Digitally signed by SANDRA D MOELLER
DN: c=US, o=U.S. Government, ou=DOT,
email=Sandra.D.Moeller@FHWA.gov, cn=Sandra D Moeller
Date: 2017.05.04 09:07:15 -0500

Sandra Moeller, Transportation Finance
Manager
Date: 5/4/2017

Missouri State Highway Patrol



Sandra K. Karsten, Superintendent ^{EO}
Missouri State Highway Patrol
Date: 5-24-2017