

NEW HAMPSHIRE

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

Date of Approval: Sep 17, 2018

Final CVSP

Part 1 - MCSAP Overview

1 - Introduction

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

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

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

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

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

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

2 - Mission/Goal Statement

Instructions:

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

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

The Department of Safety (NHDOS) Division of State Police Troop G is the lead agency in New Hampshire authorized to administer the Motor Carrier Safety Assistance Program.

NH State Police (NHSP) Troop G's mission is to develop and implement effective strategies to reduce commercial motor vehicle (CMV) involved crashes resulting in injuries or loss of human life. Identifying high risk crash corridors and causation by analyzing data, assists us in utilizing uniform inspections and traffic enforcement activities to target menacing driver behaviors and unsafe commercial motor vehicles. Out of Service commercial motor vehicles and drivers jeopardize the safety of the motoring public on NH roadways. Troop G Troopers also augment their crash reduction efforts with education and outreach to the general public and the motor carrier industry.

New Hampshire has 1.3 million residents, as reported by the U.S. Census Bureau, within 10 counties. The southern tier is densely populated where the northern tier is rural and mountainous. The northern region borders Canada to the north, Vermont to the west and Maine to the east and serves as the primary location for logging and forestry operations. NH is a small state with a large transient CMV population. The interstate highways, nearly 300 miles, carry the majority of commercial traffic transporting passengers, hazardous materials and property.

By implementing the activities set forth in the 2018 CVSP, Troop G's Motor Carrier Enforcement Unit's (MCEU) primary goal is to improve CMV operation safety resulting in less fatal and non-fatal crashes and hazardous material incidents.

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 Division of State Police Troop G has the state's sole authority to enforce Federal Motor Carrier Safety Regulations, Federal Hazardous Material Regulations and compatible State Laws and Regulations under NH RSA 266:72a.

Troop G currently has 36 NASI certified State Troopers trained to perform commercial vehicle roadside inspections and traffic enforcement of CMVs and vehicles in the vicinity of CMVs.

The Basic MCSAP Grant supports salaries and fringe benefits for five (5) of the Troop G Troopers and **three (3)** civilians dedicated 100% to the program. The **eight (8)** positions include: three (3) Sergeants responsible for supervising all motor carrier certified Troopers, data collection and analysis, responding to Data Q's, conducting inspections, and carrying out MCSAP administrative tasks; two (2) Troopers that conduct roadside inspections, size and weight, and enforcement; and a Program Specialist III and two Program Assistants assigned to write, manage and administer the grant award, reports, data collection, clerical tasks, etc.

In addition to the five MCSAP funded Troopers, there are 11 other Troopers assigned to the Motor Carrier Enforcement Unit (MCEU) within Troop G having the primary responsibility of conducting roadside inspections and enforcing laws pertaining to commercial vehicle safety and hazardous materials. The remaining 20 Troopers, while conducting inspections part time, also enforce the New Hampshire Motor Vehicle and Criminal Code, laws and regulations governing registration, state inspection, pupil transportation, Driver Education, size and weight, over-dimensional loads, dyed fuel violations, and IFTA. The time devoted to MCSAP eligible inspection activities by these full time and part time inspectors (as tracked) is either charged to the grant or used to meet the MOE requirement.

Of the 36 Troopers certified to conduct Level 1 inspections; the following have additional certifications:

- 17 are also certified to conduct hazardous materials inspections
- 11 are certified to conduct cargo tank inspections
- 9 are certified to conduct passenger carrier inspections
- 1 is certified to conduct Level VI Highway route controlled radioactive material inspections
- 3 are certified to conduct Crash Analysis Reconstruction
- 1 is certified as a Drug Recognition Expert (DRE)

New Hampshire utilizes a hard match to fulfill the 15% matching requirement for MCSAP funding which is obtained through our state highway fund. The NH Highway fund provides the source of funding for the MCSAP Maintenance of Effort requirements such as salary and fringe benefit costs, vehicle and equipment costs, and supplies.

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:	DOS STATE POLICE
Enter total number of personnel participating in MCSAP activities	39
National Program Elements	Enter # personnel below
Driver and Vehicle Inspections	36
Traffic Enforcement Activities	36
Investigations*	3
Public Education and Awareness	10
Data Collection and Reporting	4
* Formerly Compliance Reviews and Includes New Entrant Safety Audits	

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

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 # Fatal Crashes

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	6	12	6
01/01/2015	12/31/2015	5	6	5
01/01/2014	12/31/2014	13	6	13
01/01/2013	12/31/2013	12		12
01/01/2012	12/31/2012	7	7	7

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 # Fatal Crashes

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

Measurement Period (Include 5 Periods)		Fatalities	Goal	Outcome
Begin Date	End Date			
01/01/2016	12/31/2016	0	0	0
01/01/2015	12/31/2015	0	0	0
01/01/2014	12/31/2014	0	0	0
01/01/2013	12/31/2013	0	0	0
01/01/2012	12/31/2012	1	0	0

Hazardous Materials (HM) CRASH INVOLVING HM RELEASE/SPILL

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

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

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

Goal measurement as defined by your State: Actual # Fatal Crashes

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

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

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

CVSP Toolkit-MCMIS (data snapshot 5/26/2017)

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

It should be noted that the CY 2013 goal for all CMV fatal crashes was not based on a reduction of actual fatalities; therefore, the goal field is empty. The goal that year was to reduce the large truck fatality rate per 100 million VMT to .03 in 2013 from .05 in 2010. The outcome was an increase in the fatality rate from .05 to .10 as a result of the increase in fatal crashes.

Although NH has not had a specific fatal crash reduction goal each year for passenger carriers or hazardous material transportation it has been included in the overall crash reduction goal. NH continues to be vigilant in enforcing passenger carrier and hazardous material regulations through inspections, traffic enforcement, industry outreach, and public outreach to increase awareness to drive safely around commercial motor vehicles.

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.

New Hampshire is currently spending our 2016 MCSAP award and tracking the coinciding activities and goals established in that grant application.

There were 5 fatal crashes in CY 2015 and 6 in CY 2016. Troop G analyzed FARS data provided by DOS Division of Motor Vehicles, 2009 through 2012, and used this as our baseline to determine 80% of the fatal crashes (24) were deemed the fault of the passenger vehicle (PV). In CY 2015 the PV was at fault 100% of the time and in CY2016 the PV was at fault 66% of the time. To date in CY 2017 there have been 4 fatal crashes with 5 fatal injuries, 3 of them were caused by center line encroachment by the PV, assumed to be the result of distracted driving.

Non-fatal crashes have risen every year since FY 2013. There were 335 non fatal crashes in FY 2013 and in FY 2016 there were 441, a 31.6% increase. In FY 2016 respectively, injury crashes increased too. Trend analysis reveals:

- The highest number of crashes occur Monday through Friday between the hours of 6:00 AM and 6:00 PM.
- 25.8% occurred in three of our counties: Merrimack, Rockingham, and Hillsborough, home to our 5 highest crash cities/towns. Hillsborough County presents a continuing challenge for Troop G because there are limited safe locations to conduct inspections.
- The five high crash cities/towns are: Manchester and Nashua in Hillsborough County on I93; Londonderry in Rockingham County on I93; Concord in Merrimack County on I93; and Portsmouth in Rockingham County on I95.
- In FY 2016, the primary crash causation was driver behavior to include driver inattention/distraction, failure to yield, following too close, speed, and improper lane use for CMVs and passenger vehicles. Sixty percent of the CMV involved crashes were the result of these 5 unsafe driving behaviors.

Enter the data source and capture date:

FMCSA MCMIS and State Crash Records data snapshot 6/30/2017.

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

NH has such a small statistical cohort of fatal crashes that one crash can significantly impact the outcome of our goal. We are projecting a multi-year goal for CY 2018 and CY 2019 to maintain 5 or less fatal crashes in each year. NH projected a multi-year goal for non-fatal crashes in FY 2017 and 2018. The reduction goal for FY 2018 is to reduce the 433 non-fatal crashes in FY 2015 to 425 in FY 2018. Our goal for the performance period of this grant (most probably FY 2019) is to: >reduce the 441 non-fatal crashes in FY 2016 by 2% (8 crashes) to 433. >reduce the 25.8% of CMV involved crashes in the 5 high crash cities/towns in FY 2016 by 1% to 24.8% during the performance period of this grant.

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.

1. Troop G will conduct 11,000 inspections during the performance period of this grant.
2. Troop G Troopers will conduct 16 inspection and high visibility enforcement initiatives, April through November, as weather permits. These "Truck Days" require participation by all certified Troopers and focus on CMV moving violations, safety belts, CDL license violations, equipment violations, hours of service, medical certifications, and hand held electronic device usage.
3. Troop G Troopers will conduct 8 inspection and high visibility enforcement initiatives on identified high crash corridors throughout the performance period with a special emphasis on I93, I95, and Rte 3A in Hillsborough, Rockingham and Merrimack Counties in an effort to reduce the 25.8% of crashes occurring in those counties.
4. Increase our directed patrols for traffic enforcement on CMVs and non-CMV driving erratically around CMVs as noted in Section 5-Traffic Enforcement.
5. The Motor Carrier Unit (MCEU) will schedule 6 unannounced directed patrols throughout the performance period in the City of Manchester in Hillsborough County. The MCEU will work with the Manchester Police Department to direct CMVs to various locations within city limits where it is safe to conduct inspections.
6. Troop G will schedule 2 passenger carrier destination inspection events at ski resorts during the winter months.
7. Troopers will target early morning CMV activity in a quarterly "Operation Sunrise" patrol to conduct inspections, traffic and weight enforcement.
8. Emphasize the primary types of driver behavior resulting in crashes (ie. distracted driving) during the annual Troop G in-service training in 2018.

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

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

The MCEU Sergeants will monitor the number of fatal and non-fatal crashes quarterly and compare to inspection and enforcement activity. This will enable them to identify trends in crash areas, CMV driver behavior, and inspection violations to develop strategic enforcement. The causation of fatal and non-fatal crashes will be tracked to determine commonalities such as the age of the at fault driver, road conditions, unsafe speed, driver negligence, etc. Quarterly meetings will be held with the Program Specialist and MCEU supervisors to monitor progress in reaching our FY 2018 and 2019 crash reduction goals. Progress will be reported quarterly to FMCSA in the SF-PPRs.

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	3074	2473	2416	2578	2235
Level 2: Walk-Around	4512	4356	5057	4944	5005
Level 3: Driver-Only	3968	3695	3501	3640	3372
Level 4: Special Inspections	1	1	1	55	0
Level 5: Vehicle-Only	314	179	245	249	187
Level 6: Radioactive Materials		0	0	0	0
Total	11869	10704	11220	11466	10799

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.

NHSP understands that inspections are imperative to ensure CMV regulatory compliance and improve safety. Troop G tailors its inspection activities to specific targeted areas within the state; which includes the availability of two fixed facilities on I93 in the southern region of the state, off-road locations, pullout areas, and terminal locations. The MCEU Troopers are assigned daily to a regular patrol/inspection area. Troop G MCEU supervisors have directed certified Troopers to conduct a requisite number of inspections throughout the certification period and their activity levels are reviewed by their supervisors quarterly, at a minimum. It is important to note that the intended Level 3 inspection often becomes a Level 2 inspection as a result of an obvious equipment violation observed. Sergeants will emphasize the importance of quality and consistent roadside inspection data and identifying carriers under a Federal OOS order at Troop G's annual in service training.

Troopers also participate in special inspection and enforcement activities in the three high crash counties, Road Check and the National Passenger Safety Initiative, destination inspections, and cross border details with adjoining states which are all critical in identifying safety violations. Quantitative progress of each inspection goal will be compared to the projected inspections quarterly in SafetyNet. The MCEU Sergeants will evaluate the type of violations and identify high risk areas so that strategies can be modified and resources reallocated to meet the present need. MCEU Sergeants research and respond to all RDRs; driver and carrier inspection challenges are monitored as part of a quality review to address any Trooper training deficiencies.

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: DOS STATE POLICE

Enter the total number of certified personnel in the Lead agency: 36

Projected Goals for FY 2018 - Roadside Inspections					
Inspection Level	Non-Hazmat	Hazmat	Passenger	Total	Percentage by Level
Level 1: Full	1910	200	10	2120	19.27%
Level 2: Walk-Around	4450	550	10	5010	45.55%
Level 3: Driver-Only	3710		5	3715	33.77%
Level 4: Special Inspections	0	0	0	0	0.00%
Level 5: Vehicle-Only	40	40	75	155	1.41%
Level 6: Radioactive Materials	0	0	0	0	0.00%
Sub-Total Lead Agency	10110	790	100	11000	

MCSAP subrecipient agency

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

You have not entered any subrecipient information. Visit Part 1, MCSAP Structure to add subrecipient information.

Non-Funded Agencies

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

Summary

Projected Goals for FY 2018 - Roadside Inspections Summary

Projected Goals for FY 2018 Summary for All Agencies					
MCSAP Lead Agency: DOS STATE POLICE					
# certified personnel: 36					
Subrecipient Agencies:					
# certified personnel: 0					
Number of Non-Funded Agencies:					
# certified personnel:					
# projected inspections:					
Inspection Level	Non-Hazmat	Hazmat	Passenger	Total	Percentage by Level
Level 1: Full	1910	200	10	2120	19.27%
Level 2: Walk-Around	4450	550	10	5010	45.55%
Level 3: Driver-Only	3710		5	3715	33.77%
Level 4: Special Inspections	0	0	0	0	0.00%
Level 5: Vehicle-Only	40	40	75	155	1.41%
Level 6: Radioactive Materials	0	0	0	0	0.00%
Total ALL Agencies	10110	790	100	11000	

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.

Our projection is based on data from previous years. In the last few years we have completed an average of 21% of our total inspections as Level 1s as we have continued to experience a decrease in motor carrier certified troopers every year. This has impacted the number of Level 1 inspections completed. We anticipate adding certified troopers this year and will strive to increase the number of Level 1 inspections.

4 - Investigations

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



The State does not conduct investigations. If this box is checked, the tables and narrative are not required to be completed and won't be displayed.

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		
10/01/2015	09/30/2016	1258	3208
10/01/2014	09/30/2015	1705	3003
10/01/2013	09/30/2014	1694	2000
10/01/2012	09/30/2013	2295	2060
10/01/2011	09/30/2012	2100	237

☒ **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.

Data Source: FMCSA MCMIS data snapshot 6/30/2017 NHSP e-Citation Record System data snapshot 8/3/17

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](#).

NHSP Troop G has 16 Troopers dedicated to the MCEU full time. The remaining 20 certified Troopers conduct traffic enforcement 1% to 25% of their time when not assigned to other duties. Troop G has always required a Level I, II or III inspection be completed on any commercial motor vehicle where traffic enforcement action is taken. This requirement assured that all violations were recorded in SafetyNet. Traffic enforcement related to non-CMV was not documented for purposes of the MCSAP grant; NH did not seek reimbursement for non-CMV traffic enforcement and our MOE calculations were based on the non-funded Troopers actual CMV inspection time.

Based on data analysis, high-risk corridors are identified and enforcement patrols are assigned to those areas where inspections can be performed in safe locations. The majority of commercial motor vehicle involved crashes occur Monday through Friday 6 AM to 6 PM so Troopers are scheduled accordingly to optimize coverage and visibility.

Troop G also targets non-CMV drivers that drive unsafely or erratically in the vicinity of a CMV. In FY 2015, passenger vehicles were at fault 49% in CMV involved crashes and in FY 2016 the percentage increased to 52%. To broaden our effort of deterring unsafe driving behaviors and reduce CMV involved crashes, Troop G will enlist the assistance of Troopers in other SP barracks throughout the state. Approximately 10 Troopers will use 4 hours of overtime monthly before or after their regular duty hours to conduct eligible traffic enforcement activities during heavy commuting hours targeting unlawful driving behaviors such as improper passing, speed, aggressive driving, distracted driving, and texting. Troopers will be assigned to high crash corridors such as I89, I93 and I95, and Rte 3 and 101. Activity will be documented in our E-Citation system which is used Division wide. Recently NHSP added the capability to document passenger vehicles driving unsafely or erratically in the vicinity of a CMV.

State Police conducts a monthly "Safe Commute" directed patrol between the hours of 6AM and 10AM and again between the hours of 3PM and 7PM to target unsafe driving by both CMVs and non-CMV during heavy commuting hours. In addition Troop G will schedule "Truck Days" as described in Section 2 Crash Reduction. Troop G will also use an unmarked cruiser to focus on traffic enforcement of passenger vehicles driving unsafely in the vicinity of a CMV.

Additional directed patrols on high traffic corridors are scheduled as public complaints or data deems necessary. All traffic enforcement activities will be conducted in accordance with the MCSAP Compliance Policy.

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	1200
<input checked="" type="radio"/>	<input type="radio"/>	CMV without Inspection	100
<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)	162

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
11000	0	138	11138	8843

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

Troop G will extract traffic enforcement data from NHSP's e-Citation system. MCEU Sergeants will monitor the number of traffic enforcement contacts, citations and warnings for CMVs with and without an inspection quarterly. Non-CMV traffic enforcement will also be tracked through our e-Citation system. Funds for non-CMV traffic enforcement, primarily overtime, will be monitored with Trooper weekly activity sheets and overtime reports by the Troop G Lieutenant and the Program Specialist to ensure NHSP does not exceed the 10% statutory limit of MCSAP funds. Troop G will provide guidance and parameters to Troopers conducting CMV and non-CMV traffic enforcement to ensure consistency and will monitor Troopers activities to ensure they have an acceptable number of contacts during enforcement patrols.

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	Not Active	No
PRISM	Step 8	No

Available data sources:

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

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

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

Narrative Overview for FY 2018

Problem Statement Narrative and Projected Goal:

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

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

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

7 - Public Education and Outreach

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

Trend Analysis for 2012 - 2016

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

Public Education and Outreach Activities	2012	2013	2014	2015	2016
Carrier Safety Talks	34	13	23	33	26
CMV Safety Belt Education and Outreach					2
State Trucking Association Meetings	7	2	3	6	8
State-Sponsored Outreach Events		1			
Local Educational Safety Events			1	1	5
Teen Safety Events		6	15	16	

Narrative Overview for FY 2018

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

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

Troop G has approximately 10 Troopers that provide education and outreach at events throughout the state.

1. Industry Outreach: They provide, upon request, a variety of topical presentations to industry related to Federal and State laws and regulations, pre-trip, load securement, safety improvement for motor carrier operations, CDL requirements, medical certification, and hazardous material transportation.
2. MCEU Sergeants provide instruction in basic hazardous material transportation to dispatchers and police recruits at NH Police Standards and Training 3 times a year. They also provide CMV awareness to local police departments upon request.
3. MCEU Troopers will conduct 5 Teens and Trucks presentations at Driver Education programs throughout the state focusing on driver behavior, safe lane changes, proper driving distance between vehicles, "no zone", and driver distraction in an effort to reduce CMV involved crashes and injuries. Classes are usually scheduled during evening hours or on Saturdays. Troop G will partner with New Hampshire Motor Transport to elicit their members' voluntary participation by demonstrating actual "no zone" areas with their CMVs at driver education classes.
4. Troop G will print and disseminate "Safely Sharing the Roads" brochures to driver education programs throughout the state to share with an estimated 15,200 driver education students. CVSA will provide a digital file for our Graphic Services Division to print. This brochure will augment our effort with Teens and Trucks to reach a larger teen driver population and promote safe driving behaviors around commercial motor vehicles.

We did not enter a CMV Safety Belt Education and Outreach event because although Troopers do not present this information as a stand alone presentation it is a topic that is covered in every safety talk.

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	20
<input type="radio"/>	<input checked="" type="radio"/>	CMV Safety Belt Education and Outreach	
<input checked="" type="radio"/>	<input type="radio"/>	State Trucking Association Meetings	5
<input type="radio"/>	<input checked="" type="radio"/>	State-Sponsored Outreach Events	
<input checked="" type="radio"/>	<input type="radio"/>	Local Educational Safety Events	3
<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.

The MCSAP Program Assistant will track the number of presentations, location, duration of the presentation, and number of attendees to meet the program goals and report quarterly to the FMCSA NH Division Office. Fatal crashes will be monitored for causation and at fault drivers and compared to total fatal crashes to evaluate the effectiveness of our education forum.

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	Fair	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.

Data Source: MCMIS 7/7/2017

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.

New Hampshire has had a Yellow/Fair rating (83%) in Fatal Crash Completeness since September 2016 due to the number of fatal crashes in 2015 not matching in FARS and MCMIS. There was a fatal crash involving a CMV on December 3, 2015, which was reported in FARS because it met that criteria, totaling 6 crashes in CY 2015. However, because the December crash did not meet the criteria for MCMIS based on the definition of an accident in Part 390.5, there were 5 fatal crashes reported in MCMIS.

It appeared to the State that the crash should not be counted against NH. NH submitted a request for review to FMCSA and the Data Quality Program Manager. In October 2016, FMCSA HQ advised that this crash should not be included in the MCMIS fatal crashes. FMCSA has been unable to correct this discrepancy between FARS and MCMIS so A&I still reflects a Fair/Yellow rating in Fatal Crash Completeness.

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.

This discrepancy in Fatal Crash Completeness is an anomaly but the Fair/Yellow rating may remain as long as the

2015 fatal crash data is referenced in the monthly results.

New Hampshire dedicates resources to ensure all fatal crashes are entered in SafetyNet and we monitor the SSDQ measures quarterly therefore, there is no proposed corrective action.

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.

9 - New Entrant Safety Audits

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

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

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

Trend Analysis for 2012 - 2016

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

New Entrant Safety Audits	2012	2013	2014	2015	2016
Interstate	191	213	242	188	170
Intrastate	0	0	0	0	0
Total Audits	191	213	242	188	170

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:

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 on-site 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)	18	0
# of Safety Audits (Offsite)	120	0
# Group Audits	0	0
TOTAL Safety Audits	138	0
# of Non-Audit Resolutions	25	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.

Every year new commercial motor vehicle operations apply for USDOT numbers when commencing in interstate commerce. The New Entrant program provides the State's first opportunity to assess a carrier's basic knowledge and ensure it has effective safety management tools in place. Our goal is to improve the safety performance of interstate new entrant carriers in an effort to reduce commercial motor vehicle involved crashes, injuries and hazardous material incidents.

The New Entrant Unit (NEU) within Troop G will conduct on-site and off-site safety audits and provide education and technical assistance, areas of improvement, and recommendations for operation modification to carriers so that they are compliant with Federal Motor Carrier Safety Regulations and State laws. The carrier's safety performance will be monitored during the New Entrant period.

Carriers that fail the safety audit will be provided with a corrective action plan and guidance regarding the information they need to supply to FMCSA.

NHSP continuously faces staffing challenges. Troop G currently has two certified Troopers conducting audits part time. A third Trooper has just completed the two week safety audit training and is now conducting audits. NH expects to certify two additional Troopers during the performance period of this grant.

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.

1. The NEU will conduct 120 off-site and 18 on-site safety audits.
2. The NEU will provide education and technical assistance to new interstate commercial motor vehicle operations and drivers during a monthly class emphasizing regulatory compliance. They will host one free class each month, during the evening hours, for 12 months providing an overview of such topics as hours of service, gross vehicle weight rating, qualification of drivers, pre-trip inspections, load securement, drug and alcohol testing, medical certifications, etc.; all within the context of a mock safety audit. The class is held at NH State Police Headquarters which is centrally located in the state.
3. At a minimum, the NE supervising Sergeant will schedule bi-monthly unit meetings to review open assignments and updates to federal regulations, sometimes partnering with the FMCSA NH Division to ensure consistent programmatic practices between State and Federal agencies.

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.

1. The FMCSA NH Division will ensure the NEU Troopers' audit reports are reviewed for quality and accuracy in accordance with EFOTM guidelines.
2. The NE supervising Sergeant will hold unit meetings to monitor progress of program goals. The Sgt. will monitor assignments and use FMCSA reports to monitor time line requirements to prevent overdue carriers.
3. The NEU will monitor the monthly outreach classes for attendance and review the presentation evaluations to determine outreach effectiveness. Modifications in content will be driven by the evaluations
3. The program assistant will track the number and type of audits conducted; the number of non-audit resolutions; and audit assignments. Quarterly performance reports will be submitted to the FMCSA NH Division with progress updates toward meeting our program goals.

10 - Border Enforcement

The FAST Act affirms that States sharing a land border with another country will conduct a border commercial motor vehicle safety program focusing on international commerce, including enforcement and related projects ([49 CFR 350.201](#)). If a State sharing a land border with another country declines to engage in border related activities, it will forfeit all border enforcement funds the State is eligible to receive.

Trend Analysis for 2012 - 2016

In the table below, provide the number of inspections conducted in the past 5 years.

Inspection Types	2012	2013	2014	2015	2016
Level 1: Full	0	0	28	33	2
Level 2: Walk-Around	0	0	361	391	225
Level 3: Driver-Only	0	0	24	34	31
Level 4: Special Inspections	0	0	0	0	0
Level 5: Vehicle-Only	0	0	0	0	0
Level 6: Radioactive Materials	0	0	0	0	0
Total	0	0	413	458	258

Narrative Overview for FY 2018

☐ The State chooses not to engage in border enforcement activities in FY 0. If this box is checked, no additional narrative is necessary in this section.

Enter the Agency name conducting Border Enforcement activities if other than the Lead Agency:

Program Objectives: In addition to the primary goal of the program as stated below, a State must identify at least one of the following priority objectives as a focus within their border enforcement program to be considered for participating within this focus area.

Program Goal: Border States should conduct a border CMV safety program. The focus is on international commerce that includes enforcement and related projects, to ensure motor carriers and drivers operating CMVs (primarily those entering the United States from a foreign country) are in compliance with U.S. CMV safety standards and regulations, financial responsibility regulations, and registration requirements. It also ensures drivers of those vehicles are qualified and properly licensed to operate a CMV in the U.S.

Check all objectives that apply (minimum of 1):

☐ **Objective 1: International Motorcoach Inspections** - Facilitate the conducting of inspections of motorcoaches engaged in international commerce at bus stations, terminals, border crossings, maintenance facilities, destination locations, or other locations where a motor carrier may make a planned stop (excluding a weigh station). For FY 2018, FMCSA encourages States to examine their data on international motorcoach activity and use that data to establish reasonable goals that will result in an appropriate level of motorcoach-focused activities. States must justify the goals set and provide the data or data source references.

☐ **Objective 2: High Crash Corridor Enforcement Focused on International Commerce** - Conduct international commerce CMV enforcement activities (inspections and traffic enforcement) within corridors where the data indicate that there are a high number of crashes involving vehicles engaged in international commerce.

☒ **Objective 3: International Commerce CMV Inspections at Remote Border Sites Away from Border Crossings** - Conduct international commerce CMV safety inspections at identified sites where known international commerce activity occurs near the Canadian and Mexican borders but where there is no official border crossing facility. Site(s) must be identified in the narrative below and describe how far

these locations are from the nearest official border crossing facility, if any.

Projected Goals for FY 2018

Summarize projected border enforcement activities in the table below.

Note: All non-international commerce inspections conducted should be included in the Driver Vehicle Inspections section of the CVSP, and not be indicated as BEG inspections on the inspection report which is uploaded into ASPEN

Projected Goals for FY 2018 - Border Enforcement	
	FY 2018
Number of International Commerce Regular CMV	454
Number of International Commerce HM	20
Number of International Commerce Passenger	1
Total International Commerce Inspections	475
Number of Fixed Facility International Inspections	100
Number of Non-Fixed Facility International Inspections	375
Traffic Enforcement	0
Strike Force Activities (CMVs)	0
Strike Force Activities (Passenger CMVs)	0

Strategies: Include a description of the strategies that will be utilized to meet the program objective(s) above. The applicant must include any challenges or impediments foreseen.

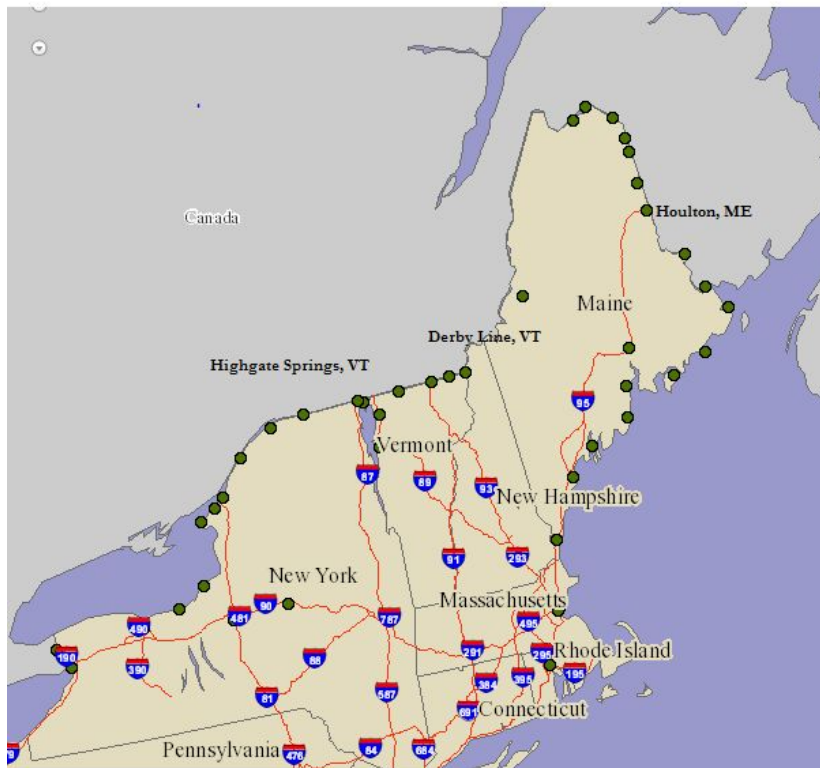
New Hampshire has only one port of entry on the Canadian border which is minimally used by commercial vehicles. Therefore, the State's number of border crossings does not accurately reflect the foreign domiciled carriers entering NH everyday. The international carriers access NH roadways from several ports of entry in our neighboring states of Vermont and Maine. Documenting the foreign domiciled carriers entering NH everyday continues to be a statistical challenge; however, the volume of foreign domiciled carriers utilizing our major international corridors as a primary conduit to Massachusetts and the eastern seaboard necessitates a need for remote site and roadside inspections.

The primary corridors originating in Maine and Vermont include Interstates 89, 93, 95 and US 1, 2 3 and 26. Interstate 95 begins at the Holton, ME port of entry; I89 begins at the Highgate Springs, VT crossing, and I93 begins at the Derby Line port of entry. In addition, international carriers also enter NH from the Beecher Falls, VT border crossing which is the closest crossing to NH. Over 275,000 trucks and buses enter and leave the Canadian Provinces through these four ports of entry alone every year. The Border Enforcement program will augment the NH State Police's continuing efforts to ensure compliance of foreign domiciled carriers and drivers.

Troop G will conduct 475 inspections roadside and at remote sites on major international corridors originating from the Vermont and Maine border crossings. These sites include but are not limited to:

- Hampton and Portsmouth, NH on I95 which are approximately 300 miles from the Holton, ME crossing.
- Lebanon and Warner, NH on I89 which are 130 and 180 miles respectively from the Highgate Springs, VT port of entry.
- Littleton, NH on I93 is approximately 70 miles from the Derby Line, VT crossing and 60 miles from the Beecher Falls crossing.

As a result of our efforts, NH has very few crashes involving Canadian carriers each year: 8 crashes in FY 2015, 11 crashes in FY 2016, and 10 YTD in FY 2017. None of these were fatal crashes. We are unable to conduct motor coach inspections at border crossings in neighboring states and en-route restrictions limit us to destination inspections. NH has very few venues where there is a Canadian charter transportation presence and access to safe locations to conduct inspections. Although we do not have a specific international carrier crash reduction goal, Troop G remains diligent in its efforts to ensure that all foreign domiciled carriers comply with regulations and operate safely.



Data Source: BTS/Research and Innovative Technology Administration, 2016 Annual Summary snapshot.

Activity Plan: Describe the specific activities planned to reach border enforcement goals.

- MCEU troopers will conduct 135 overtime directed patrols/details to achieve a targeted response to the void in the international commercial vehicle inspection and enforcement activity during peak and off peak hours. The MCEU supervising sergeants will schedule approximately 33 BEG patrols per quarter, weather permitting, primarily at non-fixed sites on the major international corridors originating from the Vermont and Maine border crossings as noted in the diagram above. The corridors include, but are not limited, to I93 in the central region of the state, I95 on the eastern side of the state and I89 on the western side of the state bordering Vermont. The overtime to conduct these inspection details will be assigned in 5 hour increments.
- The MCEU supervising Sergeants will provide regulatory and reporting updates to all Troopers participating in Border Enforcement as it relates to foreign commerce transporters, emphasizing the importance of commercial driver license (CDL)/operating authority/financial responsibility checks for all international traffic.

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

A.) NHSP requires Special Detail Vouchers be completed by Troopers conducting directed patrols/details. The vouchers will be reviewed for hours, mileage (for fuel consumption), and inspection activity at the end of each quarter to track benchmarks set by Motor Carrier Enforcement Unit (MCEU) supervisors.

B.) MCEU supervisors will review SafetyNet inspection and crash data quarterly to monitor progress in achieving our goals and modify strategies and reallocate resources when deemed necessary. MCEU supervisors will report performance progress quarterly to FMCSA NH Division. Activities and results will be evaluated for program effectiveness upon completion of the performance period.

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.

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.

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	\$1,293,195.00	\$228,211.00	\$1,521,406.00

Summary of MCSAP Funding Limitations	
Allowable amount for Overtime without written justification (15% of MCSAP award amount):	\$228,211.00
MOE Baseline:	\$206,191.94

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):	\$228,211.00

Personnel: Salary and Overtime Project Costs						
Salary Project Costs						
Position(s)	# of Staff	% of Time	Annual Salary	Total Project Costs	Federal Share	State Share
MCSAP Sgt.	3	100.0000	\$83,700.00	\$251,100.00	\$213,435.00	\$37,665.00
MCSAP Trooper	2	100.0000	\$76,900.00	\$153,800.00	\$130,730.00	\$23,070.00
MCSAP Program Specialist	1	100.0000	\$63,600.00	\$63,600.00	\$54,060.00	\$9,540.00
Program Assistant	2	100.0000	\$38,150.00	\$76,300.00	\$64,855.00	\$11,445.00
Troopers Holiday Pay	5	100.0000	\$2,240.00	\$11,200.00	\$9,520.00	\$1,680.00
Part Time Temporary Trooper	35	3.0000	\$71,639.00	\$75,220.95	\$63,937.81	\$11,283.14
Subtotal: Salary				\$631,220.95	\$536,537.81	\$94,683.14
Overtime Project Costs						
Troopers	60	100.0000	\$2,245.60	\$134,736.00	\$114,525.60	\$20,210.40
Subtotal: Overtime				\$134,736.00	\$114,525.60	\$20,210.40
TOTAL: Personnel				\$765,956.95	\$651,063.41	\$114,893.54
Accounting Method:	Cash					
Planned MOE: Personnel	\$190,000.00					

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

New Hampshire is currently expending the FY 2016 MCSAP grant.

There are 9 full time personnel funded by MCSAP. State Police sworn personnel work 2080 hours in 26 pay periods. State Police civilians work 1950 hours in 26 pay periods.

The 3 MCSAP Sergeants spend 100% of their time supervising the day to day program activities outlined in the grant. These activities include: program implementation to ensure the State meets its grant goals and objectives; quarterly reporting requirements; data collection, conducting inspections; oversight of the New Entrant and Border program; Data Q responses; oversight of all motor carrier certified Troopers to ensure consistent quality inspections; and training and technical assistance to Troopers and industry.

The 2 Troopers dedicate their time to roadside inspections, scheduled enforcement activities, and industry outreach.

The Program Specialist and 2 Program Assistants are civilian positions dedicating their time to the program to write, manage, and administer the grant. Their tasks include the following: track and report grant activities for MCSAP, NE and BEG; upload crashes and inspections; procure approved equipment and supplies; develop the biennial state budget and oversight as it applies to the federal award; daily administrative and clerical tasks; respond to general public motor carrier inquiries related to FMCSR, HMR, and NE procedures; enter NE assignments into RMS; assign safety audits to Troopers, review NEWS summary page; and obtain information on NE carriers from the Secretary of State.

As negotiated in the New Hampshire Troopers Association Collective Bargaining agreement, Troopers work 2 mandatory holidays: Fast Day and Columbus Day. The 5 sworn personnel funded by the grant are compensated a time and a half rate on those 2 days totaling 80 hours. The MCSAP funded troopers work an average of 3 additional holidays throughout the year conducting CMV inspection and enforcement activities as approved by NHSP Command Staff. The projection in this budget line is based on 5 holidays for each of the 5 troopers (200 hours) at an average of \$56.00 **totaling \$11,200.00.**

The part time temporary funding is for the other 35 certified Troopers (we anticipate certifying 4 more Troopers) when they are conducting safety audits and CMV inspections. The 35 Troopers **perform an average of 3% of their annual duty hours on MCSAP eligible activities.** We projected 1,368 hours for the New Entrant Troopers to conduct 18 on-site and 120 off-site safety audits in addition to unit meetings and 665 hours for the remaining Troopers to perform eligible inspections and enforcement **for a total of 2033 hours.** The average hourly rate of \$37.00 times 2,033 hours totals \$75,220.95. The safety audits and inspections performed during the Troopers regular duty hours are calculated using actual time; their associated salary and benefits are transferred to this budget line as recommended during our 2009 FMCSA Program Review. **This line totals \$75,220.95.**

The overtime is estimated based on eligible activities in specific focus areas for New Entrant, Border Enforcement and MCSAP by the 36 certified Troopers. NHSP will offer overtime details to 24 additional non-CMV certified Troopers from other barracks to conduct traffic enforcement of passenger vehicles operating unsafely around CMVs.

- Six hundred and seventy five (675) hours were budgeted for Border Enforcement to be used for 135 inspection details in 5 hour increments. Approximately 15 Troopers will conduct 9 overtime details each.
- One hundred and eleven (111) hours were projected for the New Entrant program for eligible activities such as the monthly evening classes and for audits when the carrier is only available after hours to review documents or communicate with the trooper.
- The remaining 1,620 hours of overtime is for the 60 Troopers to perform eligible activities as needed throughout the year. It will be utilized for activities such as outreach presentations, inspection details, Road Check and other national initiatives, enforcement activities, post crash inspections, Data Qs and administrative tasks.

We estimated 2,406 overtime hours at an average of \$56.00 for a **total of \$134,736.00.** Overtime is paid at 1.5 times each Trooper's hourly rate.

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
MCSAP Sgts.	100.0000	\$102,000.00	\$102,000.00	\$86,700.00	\$15,300.00
MCSAP Troopers	100.0000	\$52,000.00	\$52,000.00	\$44,200.00	\$7,800.00
Holiday Pay	30.8800	\$11,200.00	\$3,458.56	\$2,939.78	\$518.78
Part Time Temp Troopers	30.8800	\$75,221.00	\$23,228.24	\$19,744.00	\$3,484.24
Overtime	30.8800	\$134,736.00	\$41,606.47	\$35,365.50	\$6,240.97
Civilians	100.0000	\$66,000.00	\$66,000.00	\$56,100.00	\$9,900.00
TOTAL: Fringe Benefits			\$288,293.27	\$245,049.28	\$43,243.99
Planned MOE: Fringe Benefits	\$50,000.00				

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

NH does not have a fringe benefit rate from our cognizant agency therefore our benefits are dictated by the NH Retirement System and the State Collective Bargaining Agreements. We entered actual benefits for the 8 personnel funded by the grant; (line 1, 2 and 6) therefore the rate for those 3 budget lines are entered as 100%. The actual benefits increased from the projected \$205,000 to \$220,000.00

The amount in the Sergeants and Troopers budget line is inclusive of their actual life, medical and dental insurance; retirement; and Medicare. There is no employer contribution for FICA for sworn personnel. The life, medical and dental benefits vary with each person's selected plan.

The amount in the Civilian's budget line is inclusive of the actual benefits for the Program Specialist and 2 Program Assistants inclusive of life, medical, and dental insurance; retirement; FICA and Medicare.

The following contribution rates are utilized when calculating benefits associated with holiday pay, overtime, and part time temporary pay because there isn't an insurance contribution.

Per NH RSA 100-A:16, the employer contribution rate for civilians is: FICA 6.2%; Medicare 1.45%; and retirement 12.15% totaling 19.80%. The employer contribution rate for sworn personnel is : Medicare 1.45% and retirement 29.43% totaling 30.88%. For purposes of this budget the rate of 30.88% was utilized for all positions although minimal overtime used by the civilian positions will be reimbursed at the rate of 19.80%.

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
NE Safety Audits	2	10	\$6,000.00	\$5,100.00	\$900.00
CVSA Conference	3	10	\$5,400.00	\$4,590.00	\$810.00
COHMED	2	5	\$4,300.00	\$3,655.00	\$645.00
Inspector Championship	2	5	\$4,000.00	\$3,400.00	\$600.00
FMCSA Grant Training	5	4	\$7,400.00	\$6,290.00	\$1,110.00
NASI A&B	4	10	\$3,000.00	\$2,550.00	\$450.00
Level 6	2	4	\$2,500.00	\$2,125.00	\$375.00
Cargo Tank	6	5	\$5,400.00	\$4,590.00	\$810.00
TOTAL: Travel			\$38,000.00	\$32,300.00	\$5,700.00
Planned MOE: Travel	\$0.00				

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

The projections for travel are estimations based on past expenditures and current State per diem policies. The location of events, number of days, and cost of air travel are all variables. Meals will be determined by GSA Per Diem; flights will be determined by location and the State's contractual agreement; and lodging will be determined by GSA conference rates. These funds are a placeholder for anticipated conferences and training.

Conference total: \$13,700.00

NH anticipates sending 3 Troopers to the CVSA conference; 2 Troopers to the Inspector's Championship, one as a competitor and one as a judge; and 2 Troopers to the COHMED conference. Each of these are a 5 day commitment. We estimated \$4,600.00 for air travel for the 7 attendees, \$2,100.00 for meals, \$600.00 for ground travel from airport to hotel and baggage fees, and \$6,400.00 for hotel costs. The registration fees for the CVSA conference are listed in the "Other Costs" category.

Training total: \$24,300.00

There has been a significant reduction in Troop G personnel and certifications since 2010. It is expected that several more Troopers will retire within the next year, prompting recruitment among the Division. Training funds have been budgeted for the following certifications: 2 Troopers to New Entrant Safety Audit training; 4 Troopers to NASI A&B; 6 Troopers to Cargo Tank; and 2 Troopers to Level 6 training. These certifications are necessary to conduct inspections and safety audits within State Police. We have also budgeted for 5 representatives to attend the FMCSA grant training as new personnel have assumed grant responsibilities. All of these trainings have different time commitments and training sites yet to be determined, although A & B Certification is often hosted at the Massachusetts State Police Academy which can reduce air travel and hotel costs. We are estimating \$5,500.00 for air travel, \$7,000.00 for meals, \$1,100.00 for ground transportation and baggage fees, and \$10,700.00 for hotel costs.

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
Replacement cruiser	1	\$58,000.00	100	\$58,000.00	\$49,300.00	\$8,700.00
Portable motor coach inspection ramps	2	\$4,000.00	100	\$8,000.00	\$6,800.00	\$1,200.00
Enclosed Equipment Trailer	2	\$6,500.00	100	\$13,000.00	\$11,050.00	\$1,950.00
Haenni Portable Weighing Device	8	\$5,500.00	100	\$44,000.00	\$37,400.00	\$6,600.00
Replacement computers	2	\$1,000.00	100	\$2,000.00	\$1,700.00	\$300.00
Replacement Mobile Printer	1	\$300.00	100	\$300.00	\$255.00	\$45.00
TOTAL: Equipment				\$125,300.00	\$106,505.00	\$18,795.00
Equipment threshold is \$250						
Planned MOE: Equipment	\$0.00					

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

New Hampshire defines and inventories equipment that is tangible, non-expendable property having a useful life of more than one year and an acquisition cost of \$250.00 or more per unit.

The State will purchase a cruiser (SUV) to replace a MCSAP funded SUV purchased in 2009 as per our replacement policy. This vehicle will be utilized by MCSAP funded troopers to perform eligible motor carrier tasks. The cost includes the vehicle, law enforcement package, (as required by NHSP) and interior storage unit as per state contract.

We will also purchase 2 sets of portable ramps to be utilized when conducting motor coach inspections. Each set of ramps is estimated to cost \$4,000.00 each and will be utilized by the Troop G MCEU. The ramps will be stored and transported to inspection sites in an enclosed equipment trailer. The trailers are estimated to cost \$6,500 each.

CMV weight enforcement is accompanied by an inspection in NH. There are only 2 fixed weigh stations in the southern region of the state. Historically, NHDOS has been unable to secure funding from NHDOT for new or replacement scales. Troop G resorted to borrowing portable scales from the State of Maine. Although NHDOT has told us we will receive future funding for scales, the timeline is ambiguous. Troop G has budgeted for 8 portable scales to increase enforcement effort for overweight checks of commercial motor vehicles, especially in the northern

region where our logging and forestry industry is located.

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		\$3,990.00	\$3,990.00	\$3,391.50	\$598.50
Trooper Supplies	1		\$20,000.00	\$20,000.00	\$17,000.00	\$3,000.00
TOTAL: Supplies				\$23,990.00	\$20,391.50	\$3,598.50
Planned MOE: Supplies	\$3,000.00					

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

The general office supplies include items such as copier paper, pens, printer ink, and toner for grant funded personnel to administer and perform clerical tasks for the MCSAP, New Entrant and Border programs. The supplies are used by the Sergeants, Troopers, Program Specialist and Program Assistants at Troop G and the fixed inspection stations for inspection reports, etc.

The money budgeted for uniforms and inspection supplies will be utilized for replacement of tactical pants and shirts, jackets, boots, etc. as needed. It will also fund miscellaneous inspection supplies such as soapstone markers, chamber mates, gloves, scrubs in a bucket, creepers, flashlights, etc. as needed. As mandated by state police policy, the clothing and tools are specific to the 36 certified Troopers and only utilized when conducting CMV inspections, therefore not prorated and approved by FMCSA. These estimates are based on actual costs from prior years.

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
Iteris, Inc.	EIN	952588496	Contract	\$37,063.00	\$31,503.55	\$5,559.45
Description of Services: Maintenance for 3rd party inspection software						
TOTAL: Contractual and Subaward				\$37,063.00	\$31,503.55	\$5,559.45
Planned MOE: Contractual and Subaward	\$0.00					

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

NHDOS contracted with a 3rd party vendor in 2017, Iteris, Inc., to purchase INSPECT software with the approval of FMCSA. The annual hosting and maintenance cost for the performance period of this grant is \$19,000.00. Initially NHSP implemented a thick client application with a contract option to migrate to a web based application. We have budgeted to implement the web based option within the performance period of this grant expanding on our capability to provide real time data to certified Troopers roadside.

The one time set up fee for the web migration is \$9,500.00 and the annual maintenance fee for this application during the performance period is \$9,413.00.

8 - Other Costs

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

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

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

Enter a description of each requested Other Cost.

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

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

Indirect Costs

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

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

Your State will claim reimbursement for Indirect Costs.

Indirect Costs					
Cost Basis	Approved Rate	Eligible Costs	Total Indirect Costs	Federal Share	State Share
Modified Total Direct Costs (MTDC)	12.32	\$1,242,776.12	\$153,110.01	\$130,143.51	\$22,966.50
TOTAL: Indirect Costs			\$153,110.01	\$130,143.51	\$22,966.50

Other Costs Project Costs						
Item Name	# of Units/Items	Unit of Measurement	Cost per Unit	Total Project Costs	Federal Share	State Share
CVSA Decals	4	Quarter	\$140.00	\$560.00	\$476.00	\$84.00
Cruiser Insurance	5	Year	\$200.00	\$1,000.00	\$850.00	\$150.00
CVSA Conference Registration Fee	5	Each	\$600.00	\$3,000.00	\$2,550.00	\$450.00
Dry Cleaning	1	Year	\$400.00	\$400.00	\$340.00	\$60.00
Teens and Trucks Brochures	13600	Each	\$0.25	\$3,400.00	\$2,890.00	\$510.00
Building Lease	1	Year	\$9,200.00	\$9,200.00	\$7,820.00	\$1,380.00
Utilities	12	Month	\$250.00	\$3,000.00	\$2,550.00	\$450.00
CVSA Dues	1	Year	\$10,300.00	\$10,300.00	\$8,755.00	\$1,545.00
Audit Fee	4	Quarter	\$380.25	\$1,521.00	\$1,292.85	\$228.15
Books	1	Year	\$4,010.00	\$4,010.00	\$3,408.50	\$601.50
Cruiser Fuel for NE and BEG	594	Gallons	\$2.80	\$1,663.20	\$1,413.72	\$249.48
Cruiser Maintenance & Repairs	5	Year	\$2,000.00	\$10,000.00	\$8,500.00	\$1,500.00
Cruiser fuel for FT & PT Inspections	12	Monthly	\$2,500.00	\$30,000.00	\$25,500.00	\$4,500.00
Postage	1	Year	\$154.50	\$154.50	\$131.32	\$23.18
Communications	12	Month	\$957.00	\$11,484.00	\$9,761.40	\$1,722.60
TOTAL: Other Costs				\$89,692.70	\$76,238.79	\$13,453.91
Planned MOE: Other Costs	\$19,000.00					

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

The FY 2019 Indirect Cost Rate increased from 10.83% to 12.32% which resulted in an additional \$20,118.00 in this line totaling \$153,110.01.

The CVSA decals are necessary to identify commercial vehicles that are defect free each quarter; we have estimated a need for 100 sheets at \$3.36 per sheet plus shipping totaling **\$408.00**. We increased the number of sheets to 150 plus shipping now totaling \$560.00.

We have budgeted **\$3,000.00** (\$600.00 per person) for CVSA registration fees for 2 Troopers to attend the spring CVSA conference and 1 Trooper to attend the fall conference and 2 Troopers to attend the COHMED conference. The CVSA membership dues are increasing next year to **\$10,300.00**. The membership provides uniformity and reciprocity among states for standardized inspections and out of service criteria, regulation and training updates; therefore, necessary to our mission.

The State is self insured; however, the State uses an insurance company to handle claims, mediation, etc. and is charged an administrative fee per vehicle. There are 5 vehicles that were purchased with MCSAP funds and dedicated to MCSAP eligible activities so the associated insurance is reimbursed by the grant. Based on last year's costs we estimate this fee to be \$200.00 per vehicle for a total of **\$1,000.00**.

Dry cleaning is budgeted for the 5 MCSAP funded Troopers only. This cost is an average based on an annual cost to dry clean their state police uniforms.

Funds have been budgeted to print 15,200 Teens and Trucks "Safely Sharing the Roads" brochures to disseminate to driver education students throughout the state. The CVSA Teens and Trucks brochure pdf file will be provided to the NH Bureau of Graphic Services for printing at an estimated cost of .25 each for a total of **\$3,800.00**. We

reduced the amount of brochures to 13,600 for a revised total amount of \$3,400.00.

The Troop G barracks/building is shared physical space with the State Police Aircraft Unit and other Special Enforcement Units. The methodology for Troop G's portion of the building lease was determined by the NHSP Director in 2008 when Troop G moved to this location. Approximately 50% of the property, to include the parking lot and three floors in part of the building, is occupied by Troop G offices and meeting rooms to conduct eligible program activities and motor carrier related equipment storage. All Troop G troopers are certified to conduct CMV inspections and enforcement and this site is their assigned troop station. The building lease, \$16,539.00 per year, was apportioned between Troop G (47%) and the Special Enforcement Units (53%) for the last 5 years and the monthly utilities are apportioned at 25%. The 5 year lease for this building will expire in December 2017 and we are anticipating an increase in the annual cost to approximately \$19,500.00. We have budgeted an apportioned annual lease amount of **\$9,200.00** for Troop G and their share of the utility costs are projected to be **\$3,000.00**.

NH RSA 124:16 requires agencies that receive Federal funds to set aside .1% of the amount received to pay for financial and compliance audits. FMCSA has accepted the justification for this expense as submitted by DHHS. **The audit amount increased from \$1,488.00 to \$1,521.00 to reflect the additional funds awarded.**

The OOS Criteria, FMCSR handbooks, and HM handbooks are necessary for all Troop G motor carrier certified Troopers to conduct program activities. The books provide regulatory information and guidelines to ensure carrier and program compliance. The costs of the books and shipping and handling are based on prior year expenditures.

NHDOS purchases fuel annually at a fixed price from the NH Department of Transportation. The projected budget for cruiser fuel is based on prior year usage and estimated price per gallon. We have budgeted \$4,000 for each of the 5 grant funded cruisers totaling **\$20,000**. We have also budgeted **\$10,000** for fuel for non-grant funded Troopers when conducting eligible inspection and enforcement activities. This fuel cost transferred to the grant will utilize a pro-rated calculation based on their fuel expenditures and inspection time. The projection of **\$1,663.00** for New Entrant and Border is based on 594 gallons at \$2.80 per gallon for 18 off site audits and 135 inspection details. The average miles for an off site audit is 120 divided by 15 miles per gallon. The average miles per BEG inspection detail is 50 divide by 15 miles per gallon, again based on prior years.

Communication costs are necessary for the 8 personnel dedicated 100% to the grant to conduct program activities and fulfill program goals. There is an annual dedicated telephone, voice mail and data line expense for each of the funded personnel (\$3,840); 5 air cards for the funded Troopers (\$2,700); an annual \$500.00 cellular phone stipend paid to each Trooper per the State Collective Bargaining Agreement (\$2,500); and a T-1 data line at the 2 fixed inspection facilities (\$2,444). The air cards are a necessity to ensure roadside connectivity when conducting inspections. The average monthly cost for communications is \$957.00 totaling **\$11,484.00**.

Postage is for mailing motor carrier and New Entrant related correspondence. **We reduced the projected amount of \$162.00 per year to \$154.50 per year.**

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	\$1,293,195.00	\$228,211.00	\$1,521,406.00

Summary of MCSAP Funding Limitations	
Allowable amount for Overtime without written justification (15% of Basic award amount):	\$228,211.00
MOE Baseline:	\$206,191.94

Estimated Expenditures			
Personnel			
	Federal Share	State Share	Total Project Costs
MCSAP Sgt.	\$213,435.00	\$37,665.00	\$251,100.00
MCSAP Trooper	\$130,730.00	\$23,070.00	\$153,800.00
MCSAP Program Specialist	\$54,060.00	\$9,540.00	\$63,600.00
Program Assistant	\$64,855.00	\$11,445.00	\$76,300.00
Troopers Holiday Pay	\$9,520.00	\$1,680.00	\$11,200.00
Part Time Temporary Trooper	\$63,937.81	\$11,283.14	\$75,220.95
Salary Subtotal	\$536,537.81	\$94,683.14	\$631,220.95
Troopers	\$114,525.60	\$20,210.40	\$134,736.00
Overtime subtotal	\$114,525.60	\$20,210.40	\$134,736.00
Personnel total	\$651,063.41	\$114,893.54	\$765,956.95
Planned MOE	\$190,000.00		

Fringe Benefits			
	Federal Share	State Share	Total Project Costs
MCSAP Sgts.	\$86,700.00	\$15,300.00	\$102,000.00
MCSAP Troopers	\$44,200.00	\$7,800.00	\$52,000.00
Holiday Pay	\$2,939.78	\$518.78	\$3,458.56
Part Time Temp Troopers	\$19,744.00	\$3,484.24	\$23,228.24
Overtime	\$35,365.50	\$6,240.97	\$41,606.47
Civilians	\$56,100.00	\$9,900.00	\$66,000.00
Fringe Benefits total	\$245,049.28	\$43,243.99	\$288,293.27
Planned MOE	\$50,000.00		

Travel			
	Federal Share	State Share	Total Project Costs
NE Safety Audits	\$5,100.00	\$900.00	\$6,000.00
CVSA Conference	\$4,590.00	\$810.00	\$5,400.00
COHMED	\$3,655.00	\$645.00	\$4,300.00
Inspector Championship	\$3,400.00	\$600.00	\$4,000.00
FMCSA Grant Training	\$6,290.00	\$1,110.00	\$7,400.00
NASI A&B	\$2,550.00	\$450.00	\$3,000.00
Level 6	\$2,125.00	\$375.00	\$2,500.00
Cargo Tank	\$4,590.00	\$810.00	\$5,400.00
Travel total	\$32,300.00	\$5,700.00	\$38,000.00
Planned MOE	\$0.00		

Equipment			
	Federal Share	State Share	Total Project Costs
Replacement cruiser	\$49,300.00	\$8,700.00	\$58,000.00
Portable motor coach inspection ramps	\$6,800.00	\$1,200.00	\$8,000.00
Enclosed Equipment Trailer	\$11,050.00	\$1,950.00	\$13,000.00
Haenni Portable Weighing Device	\$37,400.00	\$6,600.00	\$44,000.00
Replacement computers	\$1,700.00	\$300.00	\$2,000.00
Replacement Mobile Printer	\$255.00	\$45.00	\$300.00
Equipment total	\$106,505.00	\$18,795.00	\$125,300.00
Planned MOE	\$0.00		

Supplies			
	Federal Share	State Share	Total Project Costs
Office Supplies	\$3,391.50	\$598.50	\$3,990.00
Trooper Supplies	\$17,000.00	\$3,000.00	\$20,000.00
Supplies total	\$20,391.50	\$3,598.50	\$23,990.00
Planned MOE	\$3,000.00		

Contractual and Subaward			
	Federal Share	State Share	Total Project Costs
Iteris, Inc.	\$31,503.55	\$5,559.45	\$37,063.00
Contractual and Subaward total	\$31,503.55	\$5,559.45	\$37,063.00
Planned MOE	\$0.00		

Other Costs			
	Federal Share	State Share	Total Project Costs
CVSA Decals	\$476.00	\$84.00	\$560.00
Cruiser Insurance	\$850.00	\$150.00	\$1,000.00
CVSA Conference Registration Fee	\$2,550.00	\$450.00	\$3,000.00
Dry Cleaning	\$340.00	\$60.00	\$400.00
Teens and Trucks Brochures	\$2,890.00	\$510.00	\$3,400.00
Building Lease	\$7,820.00	\$1,380.00	\$9,200.00
Utilities	\$2,550.00	\$450.00	\$3,000.00
CVSA Dues	\$8,755.00	\$1,545.00	\$10,300.00
Audit Fee	\$1,292.85	\$228.15	\$1,521.00
Books	\$3,408.50	\$601.50	\$4,010.00
Cruiser Fuel for NE and BEG	\$1,413.72	\$249.48	\$1,663.20
Cruiser Maintenance & Repairs	\$8,500.00	\$1,500.00	\$10,000.00
Cruiser fuel for FT & PT Inspections	\$25,500.00	\$4,500.00	\$30,000.00
Postage	\$131.32	\$23.18	\$154.50
Communications	\$9,761.40	\$1,722.60	\$11,484.00
Other Costs total	\$76,238.79	\$13,453.91	\$89,692.70
Planned MOE	\$19,000.00		

Total Costs			
	Federal Share	State Share	Total Project Costs
Subtotal for Direct Costs	\$1,163,051.53	\$205,244.39	\$1,368,295.92
Indirect Costs	\$130,143.51	\$22,966.50	\$153,110.01
Total Costs Budgeted	\$1,293,195.04	\$228,210.89	\$1,521,405.93
Total Planned MOE	\$262,000.00		

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	\$1,293,195.00	\$228,211.00	\$1,521,406.00

Summary of MCSAP Funding Limitations	
Allowable amount for Overtime without written justification (15% of Basic award amount):	\$228,211.00
MOE Baseline:	\$206,191.94

Estimated Expenditures				
	Federal Share	State Share	Total Project Costs	Planned MOE Costs
Salary Subtotal	\$536,537.81	\$94,683.14	\$631,220.95	NA
Overtime Subtotal	\$114,525.60	\$20,210.40	\$134,736.00	NA
Personnel Total	\$651,063.41	\$114,893.54	\$765,956.95	\$190,000.00
Fringe Benefits Total	\$245,049.28	\$43,243.99	\$288,293.27	\$50,000.00
Travel Total	\$32,300.00	\$5,700.00	\$38,000.00	\$0.00
Equipment Total	\$106,505.00	\$18,795.00	\$125,300.00	\$0.00
Supplies Total	\$20,391.50	\$3,598.50	\$23,990.00	\$3,000.00
Contractual and Subaward Total	\$31,503.55	\$5,559.45	\$37,063.00	\$0.00
Other Costs Total	\$76,238.79	\$13,453.91	\$89,692.70	\$19,000.00
	85% Federal Share	15% State Share	Total Project Costs	Planned MOE Costs
Subtotal for Direct Costs	\$1,163,051.53	\$205,244.39	\$1,368,295.92	\$262,000.00
Indirect Costs	\$130,143.51	\$22,966.50	\$153,110.01	NA
Total Costs Budgeted	\$1,293,195.04	\$228,210.89	\$1,521,405.93	\$262,000.00

Part 5 - Certifications and Documents

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

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

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? John J. Barthelmes
2. What is this person's title? Commissioner, NH Department of Safety
3. Who is your Governor's highway safety representative? John J. Barthelmes
4. What is this person's title? Commissioner, NH Department of Safety

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

- ☒ Yes
- ☐ No

State Certification declaration:

I, John J. Barthelmes, Commissioner, NH Department of Safety, on behalf of the State of NEW HAMPSHIRE, 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? John J. Barthelmes
2. What is the title of your certifying State official? NH Department of Safety Commissioner
3. What are the phone # and email address of your State official? 603-223-3897 John.Barthelmes@dos.nh.gov

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

- ☒ Yes
- ☐ No

I, John J. Barthelmes, 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.

New Hampshire has the following exceptions as noted: 49 CFR 350.201 (j)- State Certification The State does not require CMV registrants to declare, at the time of registration (only registration renewal), their knowledge of applicable FMCSRs, HMRs, or compatible State laws or regulations. The Department of Safety continues to evaluate the possibility of adding the Declaration to the Division of Motor Vehicle's registration form. 49 CFR 393.42- Brakes Required On All Wheels NH RSA 266:30 and Administrative Rule Saf-C 905.01 exempt certain motor vehicle trailers or semi-trailers in intrastate commerce from the requirements of 393.42. Pursuant to 49 CFR 350.341 (c), FMCSA granted a waiver exempting NH from this regulatory incompatibility as the statute was in effect prior to 1988 and applies to specific industries operating in intrastate commerce. (A copy is in "My Documents")

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

In the table below, please provide the bill number and effective date of any new legislation. Include the code section which was changed because of the bill and provide a brief description of the legislation. Please include a statute number, hyperlink or URL, in the summary. Do NOT include the actual text of the Bill as that can be very lengthy.

Legislative Adoption			
Bill Number	Effective Date	Code Section Changed	Summary of Changes
SB67	08/08/2017	49 CFR Parts 107-180	NH RSA 106-B:15 Expand jurisdiction of State Police within town and city limits when enforcing motor vehicle laws or regulations relative to the transportation of hazardous materials. http://www.gencourt.state.nh.us/bill_status/billText.aspx?sy=2017&id=705&txtFormat=html

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

☐ Yes ☒ No

FY 2018 NH State Certification of MCSAP Conformance

I John J. Barthelmes, Commissioner of the Department of Safety, on behalf of the State of New Hampshire, as requested by the Administrator as a condition of approval of a grant under the authority of 49 U.S.C. § 31102, as amended, do hereby certify as follows:

1. The State has adopted commercial motor carrier and highway hazardous materials safety regulations, standards and orders that are compatible with the FMCSRs and the HMRs, and the standards and orders of the Federal Government.
2. The State has designated the Department of Safety as the Lead State Agency to administer the Commercial Vehicle Safety Plan throughout the State for the grant sought and the Division of State Police to perform defined functions under the CVSP. The Lead State Agency has the legal authority, resources, and qualified personnel necessary to enforce the State's commercial motor carrier, driver, and highway hazardous materials safety laws, regulations, standards, and orders.
3. The State will obligate the funds or resources necessary to provide a matching share to the Federal assistance provided in the grant to administer the plan submitted and to enforce the State's commercial motor carrier safety, driver, and hazardous materials laws, regulations, standards, and orders in a manner consistent with the approved plan.
4. The laws of the State provide the State's enforcement officials right of entry (or other method a State may use that is adequate to obtain the necessary information) and inspection sufficient to carry out the purposes of the CVSP, as approved, and provide that the State will grant maximum reciprocity for inspections conducted pursuant to the North American Standard Inspection procedure, through the use of a nationally accepted system allowing ready identification of previously inspected CMVs.
5. The State requires that all reports relating to the program be submitted to the appropriate State agency or agencies, and the State will make these reports available, in a timely manner, to the FMCSA on request.
6. The State has uniform reporting requirements and uses FMCSA designated forms for record keeping, inspection, and other enforcement activities.
7. The State has in effect a requirement that registrants of CMVs demonstrate their knowledge of the applicable Federal or State CMV safety laws or regulations.¹
8. The State must ensure that the total expenditure of amounts of the Lead State Agency will be maintained at a level of effort each fiscal year in accordance with 49 CFR 350.301.
9. The State will ensure that MCSAP funded enforcement of activities under 49 CFR 350.309 will not diminish the effectiveness of the development and implementation of the programs to improve motor carrier, CMV, and driver safety.

10. The State will ensure that CMV size and weight enforcement activities funded with MCSAP funds will not diminish the effectiveness of other CMV safety enforcement programs.
11. The State will ensure that violation sanctions imposed and collected by the State are consistent, effective, and equitable.
12. The State will (1) establish and dedicate sufficient resources to a program to provide FMCSA with accurate, complete, and timely reporting of motor carrier safety information that includes documenting the effects of the State's CMV safety programs; (2) participate in a national motor carrier safety data correction program (DataQs); (3) participate in appropriate FMCSA systems including information technology and data systems; and (4) ensure information is exchanged in a timely manner with other States.
13. The State will ensure that the CVSP, data collection, and information data systems are coordinated with the State highway safety improvement program under sec. 148(c) of title 23, U.S. Code. The name of the Governor's highway safety representative (or other authorized State official through whom coordination was accomplished) is John J. Barthelmes.
14. The State has undertaken efforts to emphasize and improve enforcement of State and local traffic laws as they pertain to CMV safety.
15. The State will ensure that it has departmental policies stipulating that roadside inspections will be conducted at locations that are adequate to protect the safety of drivers and enforcement personnel.
16. The State will ensure that MCSAP-funded personnel, including sub-grantees, meet the minimum Federal standards set forth in 49 CFR part 385, subpart C for training and experience of employees performing safety audits, compliance reviews, or driver/vehicle roadside inspections.
17. The State will enforce registration (i.e., operating authority) requirements under 49 U.S.C 13902, 31134, and 49 CFR § 392.9a by prohibiting the operation of any vehicle discovered to be operating without the required registration or beyond the scope of the motor carrier's registration.
18. The State will cooperate in the enforcement of financial responsibility requirements under 49 U.S.C. 13906, 31138, 31139 and 49 CFR part 387.
19. The State will include, in the training manual for the licensing examination to drive a non-CMV and the training manual for the licensing examination to drive a CMV, information on best practices for safe driving in the vicinity of noncommercial and commercial motor vehicles.
20. The State will conduct comprehensive and highly visible traffic enforcement and CMV safety inspection programs in high-risk locations and corridors.

21. The State will ensure that, except in the case of an imminent or obvious safety hazard, an inspection of a vehicle transporting passengers for a motor carrier of passengers is conducted at a bus station, terminal, border crossing, maintenance facility, destination, or other location where motor carriers may make planned stops (excluding a weigh station).
22. The State will transmit to its roadside inspectors the notice of each Federal exemption granted pursuant to 49 U.S.C. § 31315(b) and 49 CFR 390.32 and 390.25 as provided to the State by FMCSA, including the name of the person granted the exemption and any terms and conditions that apply to the exemption.
23. Except for a territory of the United States, the State will conduct safety audits of interstate and, at the State's discretion, intrastate new entrant motor carriers under 49 U.S.C. § 31144(g). The State must verify the quality of the work conducted by a third party authorized to conduct safety audits under 49 U.S.C. § 31144(g) on its behalf, and the State remains solely responsible for the management and oversight of the activities.
24. The State will fully participate in the performance and registration information systems management program under 49 U.S.C. § 31106(b) not later than October 1, 2020, or demonstrates to FMCSA an alternative approach for identifying and immobilizing a motor carrier with serious safety deficiencies in a manner that provides an equivalent level of safety.
25. In the case of a State that shares a land border with another country, the State may conduct a border CMV safety program focusing on international commerce that includes enforcement and related projects or will forfeit all MCSAP funds based on border-related activities.
26. In the case that a State meets all MCSAP requirements and funds operation and maintenance costs associated with innovative technology deployment with MCSAP funds, the State agrees to comply with the requirements established in 49 CFR 350.203 and 350.310.

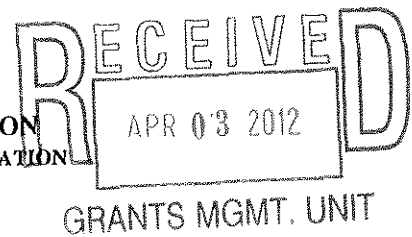
Date 7/11/17

Signature 

¹ 49 CFR 350.201 (j): The State does not require CMV registrants to declare, at the time of registration (only registration renewal), their knowledge of applicable FMCSRs, HMRs, or compatible State laws or regulations.



U.S. DEPARTMENT OF TRANSPORTATION
FEDERAL MOTOR CARRIER SAFETY ADMINISTRATION
70 Commercial Street, Suite 102
Concord, NH 03301



IN REPLY REFER TO:
MC-EFE-NH

March 29, 2012

Earl M. Sweeney
Assistant Commissioner
State of New Hampshire, Department of Safety
33 Hazen Drive
Concord, NH 03305

Dear Assistant Commissioner Sweeney:

This letter is in response to your letter, dated December 30, 2011, pertaining to *49 CFR 393.42, Brakes on All Wheels*.

Following is the response from FMCSA Headquarters (Kristin Wertman, Attorney) which I believe addresses your concerns:

In the 2009 State of New Hampshire MCSAP Review, there was a regulatory finding regarding NH RSA 266:30 and its implementing regulations. The State statute provides an exception from its trailer brakes laws for the transportation in intrastate commerce of "wood-sawing machines, log splitters, cement mixers, compressors, tar kettles, conveyors, devices of 2 wheels used by public utilities for the transportation of cables or poles not exceeding 6 in number, road rollers and sweepers, thawing devices, or refreshment booths on wheels towed not more than 2 miles at any one time." The review team found this statute inconsistent with 49 C.F.R. § 393.42, which requires that every CMV be equipped with brakes acting on all wheels. Subsections 393.42(b)(3) and (4) provides exceptions for trailers with gross weights of 3,000 pounds or less subject to certain conditions. The New Hampshire exceptions apply regardless of weight, and on that basis, the review team found the NH statute incompatible.

Our tolerance guidelines allow a State to "retain those exemptions from its motor carrier safety laws and regulations that were in effect before April, 1988, are still in effect, and apply to specific industries operating in intrastate commerce." 49 C.F.R. § 350.341(c). This is commonly known as a "grandfathering" provision. New Hampshire is claiming that RSA 266:30 meets the requirements of § 350.341(c) and that the exceptions contained therein are thereby grandfathered.

As I understand it, there has been no formal mechanism for approving or validating State statutes as properly grandfathered. I have reviewed the 1981 New Hampshire legislation. The enumerated exceptions appear to have become effective on January 1, 1982. The exceptions in place today are unchanged from the original legislation. I believe this satisfies the requirements of 49 C.F.R. § 350.341(c).

I hope the above adequately addresses your concerns but feel free to contact me if you have additional questions on this matter or any other FMCSA related matter moving forward.
Thank you.

Sincerely,

A handwritten signature in black ink, appearing to read "Kevin Carter", with a long horizontal flourish extending to the right.

Kevin P. Carter
Division Administrator

Cc: Terri Hartley, Program Specialist III, Grants Management, NH DOS

State of New Hampshire

JOHN J. BARTHELMES
COMMISSIONER OF SAFETY



ROBERT L. QUINN
RICHARD C. BAILEY, JR.
ASSISTANT COMMISSIONERS

DEPARTMENT OF SAFETY

James H. Hayes Safety Building, 33 Hazen Drive, Concord, NH 03305

Tel: (603) 223-3889

Speech/Hearing Impaired

TDD Access Relay NH 1-800-735-2964

October 25, 2017

Steve Piwowarski
New Hampshire Division Administrator
Federal Motor Carrier Safety Administration
JC Cleveland Federal Building
53 Pleasant Street, Suite 3300
Concord, NH 03301

Re: NH State Certification-MCSAP Conformance

Dear Mr. Piwowarski,

New Hampshire has revised its basic MCSAP eligibility requirements certification selection to "YES" within the 2018 e-CVSP. We are in the process of developing a plan to implement the necessary revisions to comply with FMCSA's requirement that CMV registrants demonstrate their knowledge of the applicable Federal and State safety laws and regulations. The signed State Certification was uploaded in our original 2018 e-CVSP submission with a footnote referencing the "Demonstration of Knowledge" requirement.

We will submit our preliminary proposal to FMCSA by December 1, 2017 outlining our short-term and permanent corrective action items, benchmarks, and timeline for your review, modification and/or approval. Project completion is anticipated to be September 30, 2018.

Regards,

A handwritten signature in blue ink that reads "Pamela Urban-Morin".

Pamela Urban-Morin
Grant Administrator

cc: Tim White, FMCSA State Program Specialist, New Hampshire Division



State of New Hampshire

DEPARTMENT OF SAFETY DIVISION OF ADMINISTRATION

JAMES H. HAYES BLDG. 33 HAZEN DR. CONCORD, NH 03305
(603) 223-8000

STEVEN R. LAVOIE, CPA, CGMA
DIRECTOR OF ADMINISTRATION

November 29, 2017

Steve Piwowarski
New Hampshire Division Administrator
Federal Motor Carrier Safety Administration
JC Cleveland Federal Building
53 Pleasant Street, Suite 3300
Concord, NH 03301

Re: NH State Certification-MCSAP Conformance Plan

Dear Mr. Piwowarski,

As agreed, the New Hampshire Department of Safety (NHDOS) has developed a corrective action plan to comply with FMCSA's requirement that Commercial Motor Vehicle (CMV) registrants demonstrate their knowledge of the applicable Federal and State safety laws and regulations.

The action items for implementation are as follows:

1. The NH Municipal Agent Automation Project (MAAP) online registration and title system will be modified to include language that CMV registrants certify their knowledge of applicable Federal and State regulations.
2. Third party software utilized by Municipal Agents to perform local vehicle registration activities will be modified to include the revised registration version, requiring additional testing and re-certification for proper XML interface with MAAP.
3. Third party software utilized by the State's International Registration Plan (IRP) program will be modified to include language that CMV registrants certify their knowledge of applicable Federal and State regulations.

The implementation of these necessary program changes involves multiple third party vendors and will require significant time to design, develop, test and implement. Our anticipated target date for completion is September 30, 2018.

Regards,

Steven R. Lavoie
Director, Division of Administration