

**ARIZONA**

**Commercial Vehicle Safety Plan  
for the  
Federal Motor Carrier Safety Administration's  
Motor Carrier Safety Assistance Program  
Fiscal Year 2017**

**Date of Approval: Apr 11, 2017**

**Final CVSP**

## Basic and Incentive Program Overview

*The Basic and Incentive Program Overview part allows the State to provide a brief description of the mission or goal statement of the MCSAP Lead Agency, a description of the State's MCSAP Basic/Incentive Program structure, and to indicate how it meets the MCSAP minimum requirements as prescribed in 49 CFR 350.213(b). The MCSAP grant program has been consolidated to include Basic/Incentive, New Entrant, and Border Enforcement. These three separate grant programs are now considered focus areas in the CVSP. Each focus area will be addressed individually within the eCVSP system and will be contained within a consolidated CVSP.*

### 1 - Mission or Goal Statement of Lead State Commercial Motor Vehicle Safety Agency

#### 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 a discussion of any safety activities conducted under any other FMCSA focus areas such as New Entrant and Border Enforcement or the High Priority grant program. There are separate sections within eCVSP where information on the New Entrant and Border Enforcement focus areas will be entered. High Priority grant opportunities will be applied for outside the eCVSP system.***

The mission of the Arizona Department of Public Safety is to protect human life and property by enforcing state laws, deterring criminal activity, ensuring highway and public safety, and providing vital scientific, technical, and operational support to other criminal justice agencies.

The goal of the Arizona Department of Public Safety Commercial Vehicle Enforcement Program is to reduce fatalities, injuries and property damage caused by crashes involving commercial motor vehicles. Various agencies within the state also participate in the agency's crash reduction goal.

## 2 - Basic and Incentive Program Structure

### Instructions:

*Briefly describe the State's commercial motor vehicle (CMV) enforcement program funded with Basic/Incentive funding and/or used to substantiate the Lead Agency's Maintenance of Effort (MOE). Include a description of the program structure (state and local agency participation, including responsibilities, a general overview of the number of FTE supporting the program and in what areas they contribute, etc.).*

**NOTE: Please do not include activities/FTE primarily assigned to and funded under another focus area such as New Entrant and/or Border Enforcement or another FMCSA grant program such as High Priority. There are separate sections within eCVSP where information on the New Entrant and Border Enforcement (if applicable) focus areas will be entered. High Priority grant opportunities will be applied for outside the eCVSP system.**

The Arizona Department of Public Safety (DPS) leads the state commercial vehicle enforcement program by providing two districts within the Special Enforcement Bureau of the Highway Patrol Division dedicated to CMV inspections, CMV crash investigation, training, and data support. As the state's lead MCSAP agency, DPS trains and in some way directs over 238 inspectors from 38 state and local agencies.

The agency has 86 troopers/supervisors assigned full-time to CMV enforcement. Of those 86, 20 are funded under the MCSAP Basic grant and 30 are funded under Border Enforcement. The remainder are Match/MOE. Additionally, MCSAP funds support eight additional full-time/part-time personnel engaged in administering grant activities.

In addition to the troopers assigned full-time to commercial vehicle enforcement, an additional 35 troopers within Highway Patrol maintain Level I inspection certification. Many of the nearly 500 troopers assigned to the Highway Patrol Division maintain Level III certification and conduct commercial vehicle inspections in addition to their normal patrol responsibilities.

### 3 - Basic and Incentive Minimum Requirements - Driver Activities

#### Instructions:

Use the radio buttons in the table below to indicate the activities that the State will execute to meet the requirements of 49 CFR §350.213(b) in this Fiscal Year's CVSP. All statements must be answered using the radio buttons or the CVSP will be considered incomplete.

1. If a State marks any responses as "None, Not Planned", it must explain how it satisfies the minimum requirements in the narrative section below.
2. If the State marks any boxes as "Planned", it should provide further information in the narrative section below indicating the purpose of the proposed policy and when the State expects to fully implement it.
3. If the State marks all responses as "Existing", no further explanation is required.

Existing	Planned	None, Not Planned	Promote activities in support of the national program elements including the following:
<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	Activities aimed at removing impaired CMV drivers from the highways through adequate enforcement of restrictions on the use of alcohol and controlled substances and by ensuring ready roadside access to alcohol detection and measuring equipment.
<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	Provide basic training for roadside officers and inspectors to detect drivers impaired by alcohol or controlled substance.
<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	Breath testers are readily accessible to roadside officers and inspectors either at roadside or a fixed facility location.
<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	Criminal interdiction activities, in conjunction with an appropriate CMV inspection, including human trafficking and activities affecting the transportation of controlled substances by any occupant of a CMV, and training on appropriate strategies for carrying out those interdiction activities.
<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	Provide training for roadside officers and inspectors to detect indicators of controlled substance trafficking.
<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	Ensure drug interdiction officers are available as a resource if an officer/inspector suspects controlled substance trafficking.
<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	Engage in drug interdiction activities in conjunction with inspections including interdiction activities that affect the transportation of controlled substances.

#### Enter explanation of activities:

The agency has implemented Advanced Roadside Impaired Driver Enforcement (ARIDE) training as mandatory training for officers assigned to the Highway Patrol Division, including troopers assigned to Commercial Vehicle Enforcement. Removing impaired drivers has been a longstanding priority within the agency. Portable breath testers are available to officers throughout the state. Additionally, all troopers have been certified in the use of Intoxylizer instruments used by the agency.

Courses in criminal interdiction, including training related to sex/human trafficking, are mandatory for all full-time CVE troopers. Additionally, one of the agency's CVE enforcement squads has the interdiction of criminal activity in CMVs as one of its priorities.

<b>4 - Basic &amp; Incentive Minimum Requirements - Federal Registration &amp; Financial Responsibility Activities</b>
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**Instructions:**

Use the radio buttons in the table below to indicate the activities that the State will execute to meet the requirements of 49 CFR §350.213(b) in the upcoming Fiscal Year. All statements must be answered using the radio buttons or the CVSP will be considered incomplete.

1. If a State marks any responses as "None, Not Planned", it must explain how it satisfies the minimum requirements in the narrative section below.
2. If the State marks any boxes as "Planned", it should provide further information in the narrative section below indicating the purpose of the proposed policy and when the State expects to fully implement it.
3. If the State marks all responses as "Existing", no further explanation is required.

Existing	Planned	None, Not Planned	Federal Registration and Financial Responsibility activities including:
<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	Activities to enforce federal registration (such as operating authority) requirements under 49 U.S.C. 13902, 49 CFR Part 365, 49 CFR Part 368, and 49 CFR 392.9a by prohibiting the operation of (i.e., placing out of service) any vehicle discovered to be operating without the required operating authority or beyond the scope of the motor carrier's operating authority.
<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	Activities to cooperate in the enforcement of financial responsibility requirements under 49 U.S.C. 13906, 31138, 31139, and 49 CFR Part 387 (if adopted by a State).

**Enter explanation of activities:**

All DPS CVE personnel are trained to identify carrier information and required to check for operating authority/out-of-service orders in Query Central. Carriers found to be in violation are placed out of service. Financial responsibility is required by state law and is enforced on all traffic stops, CMV or not.

## Basic and Incentive Program Effectiveness Summary - Past Performance

*The Program Effectiveness Summary - Past Performance part provides a 5 year trend analysis based upon national performance objectives found in 49 CFR Part 350. For each section, insert information in the tables to describe goals and objectives from previous CVSPs along with actual outcomes.*

### 1 - State Fatality Reduction Trend Analysis: 2011 - 2015

#### Instructions:

*Complete the table below to document the State's safety performance goals and outcomes over the past five measurement periods. Include the beginning and ending date of the state's measurement period, the goals, and the outcome. Please indicate the specific goal measurement used including source and capture date, e.g., large truck fatal crashes per 100 million vehicle miles traveled (VMT). All columns must be completed.*

- 1. Insert the beginning and end dates of the measurement period used, (e.g., calendar year, Federal fiscal year, State fiscal year or any consistent 12 month period for which data is available).*
- 2. FMCSA views the total number of fatalities as a key national measurement. Insert the total number of fatalities during the measurement period.*
- 3. Insert a description of the state goal as expressed in the CVSP (e.g., rate: large truck fatal crashes per 100M VMT, actual number of fatal crashes, actual number of fatalities, or other). If you select 'Other' as the goal measurement, explain the measure used in the narrative box below.*
- 4. Insert the actual outcome as it relates to the goal as expressed by the state. States may continue to express the goal as they have in the past five years and are not required to change to a different measurement type.*
- 5. If challenges were experienced while working toward the goals, please provide a brief narrative including details of how the State adjusted the program and if the modifications were successful.*

**Goal measurement as defined by your State:** Large Truck Fatal Crashes per 100M VMT

State Defined Measurement Period (Include 5 Periods)		Fatalities	Goal As Expressed In CVSP (State Defined Measurement)	Outcome (As It Relates To The Goal Column)
Begin Date	End Date	Number of Lives		Indicate Actual Outcome
01/01/2015	12/31/2015		0.14	
01/01/2014	12/31/2014	71	0.14	0.11
01/01/2013	12/31/2013	66	0.14	0.11
01/01/2012	12/31/2012	89	0.14	0.15
01/01/2011	12/31/2011	74	0.14	0.12

**Enter the source and capture date of the data listed in the table above:**

Data retrieved from FMCSA Analysis & Information Online 07/22/2015. FARS data for CY2015 is not yet available.

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

The original strategic goal for FMCSA was a fatality rate of .16 per 100 million VMT by 2011. Through the efforts of the DPS's commercial vehicle enforcement program, that goal was exceeded in 2009. Since that time, DPS has set a goal to have a lower rate than the national average. This has been realized every year since, with the exception of CY2012 when the goal was 0.14 and the actual outcome was 0.15. While CY2015 FARS data is not yet available, unofficial totals indicate the overall rate is expected to again meet the goal.

## 2 - State Motorcoach/Passenger Fatality Reduction Trend Analysis: 2011 - 2015

### Instructions:

Complete the table below to document the State's safety performance goals and outcomes over the past five measurement periods. Include the beginning and ending date of the state's measurement period, the goals, and the outcome. Please indicate the specific basis of the goal calculation (including source and capture date), e.g., large truck fatal crashes per 100 million vehicle miles traveled (VMT). All columns must be filled in with data.

1. Insert the beginning and end dates of the measurement period used, (e.g., calendar year, Federal fiscal year, State fiscal year or any consistent 12 month period for which data is available).
2. FMCSA views the total number of fatalities as a key national measurement. Insert the total number of fatalities during the measurement period.
3. Insert a description of the state goal as expressed in the CVSP (e.g., rate: large truck fatal crashes per 100M VMT, actual number of fatal crashes, actual number of fatalities, or other). If a State did not establish a goal in their CVSP for a particular measurement period, do not enter a value in the Goal column for that period.
4. Insert the actual outcome as it relates to the goal as expressed by the state. States may continue to express the goal as they have in the past five years and are not required to change to a different measurement type.
5. If you select 'Other' or 'N/A' as the goal measurement, explain the measure used in the narrative box below.

**Goal measurement as defined by your State:** Large Truck Fatal Crashes per 100M VMT

State Defined Measurement Period (Include 5 Periods)		Fatalities	Goal As Expressed In CVSP (State Defined Measurement)	Outcome (As It Relates To The Goal Column)
Begin Date	End Date	Number of Lives		Indicate Actual Outcome
01/01/2015	12/31/2015		0.08	
01/01/2014	12/31/2014	4	0.08	0.0064
01/01/2013	12/31/2013	3	0.08	0.0050
01/01/2012	12/31/2012	5	0.08	0.0083
01/01/2011	12/31/2011	6	0.09	0.0101

**Enter the source and capture date of the data listed in the table above:**

Data retrieved from FMCSA Analysis & Information Online 06/24/2016.

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

Due to restrictions put in place by SAFETEA-LU regarding "in-transit" inspection on passenger carrying vehicles, enforcement efforts are limited to destination locations for inspections. Within Arizona, the Department of Public Safety partners with the National Park Service to conduct bus inspections at the Grand Canyon. At least two enforcement details are conducted annually at the Grand Canyon, including Grand Canyon West. Additionally, inspections are conducted at the US/Mexico Border, and an enforcement detail focused on addressing unsafe passenger-carrier operation is conducted each summer. Enforcement personnel will also continue to take action on any motor coach/bus that is in transit and violating hazardous traffic violations. FARS fatal totals and "Per 100M VMT" data is not yet available for CY2015, but Arizona's total fatalities are below the national average for that time period.



### 3 - State Hazardous Materials Fatality Reduction Trend Analysis: 2011 - 2015

#### Instructions:

Complete the table below to document the State's safety performance goals and outcomes over the past five measurement periods. Include the beginning and ending date of the state's measurement period, the goals, and the outcome. Please indicate the specific basis of the goal calculation (including source and capture date), e.g., large truck fatal crashes per 100 million vehicle miles traveled (VMT). All columns must be filled in with data.

1. Insert the beginning and end dates of the measurement period used, (e.g., calendar year, Federal fiscal year, State fiscal year or any consistent 12 month period for which data is available).
2. FMCSA views the total number of fatalities as a key national measurement. Insert the total number of fatalities during the measurement period.
3. Insert a description of the state goal as expressed in the CVSP (e.g., rate: large truck fatal crashes per 100M VMT, actual number of fatal crashes, actual number of fatalities, or other). If a State did not establish a goal in their CVSP for a particular measurement period, do not enter a value in the Goal column for that period.
4. Insert the actual outcome as it relates to the goal as expressed by the state. States may continue to express the goal as they have in the past five years and are not required to change to a different measurement type.
5. If you select 'Other' or 'N/A' as the goal measurement, explain the measure used in the narrative box below.

**Goal measurement as defined by your State:** Large Truck Fatal Crashes per 100M VMT

State Defined Measurement Period (Include 5 Periods)		Fatalities	Goal As Expressed In CVSP (State Defined Measurement)	Outcome (As It Relates To The Goal Column)
Begin Date	End Date	Number of Lives		Indicate Actual Outcome
01/01/2015	12/31/2015	3	0.0050	
01/01/2014	12/31/2014	5	0.0050	0.0080
01/01/2013	12/31/2013	4	0.0050	0.0070
01/01/2012	12/31/2012	2	0.0050	0.0030
01/01/2011	12/31/2011	4	0.0050	0.0070

**Enter the source and capture date of the data listed in the table above:**

Data retrieved from FMCSA Analysis & Information Online 06/24/2016.

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

Fatal crashes involving HM vehicles are relatively low. While the Department does have a dedicated HM CMV enforcement unit comprised of a sergeant and seven troopers, their responsibilities within the agency extend beyond the Special Enforcement Bureau. In addition to CMV enforcement responsibilities, the unit is responsible for response to and scene management of all HM related collisions within the state, response to all EOD calls in support of EOD personnel, response to clandestine lab scenes, and any HM related assistance requested by other law enforcement agencies. Despite these additional responsibilities, assigned personnel continue to maintain training and certifications in CMV and HM enforcement, as well as providing HM regulations related assistance to Department and other law enforcement agency personnel.

To increase the level of HM inspections, a trooper is being assigned to coordinate monthly HM details at locations around the state.

**4 - Traffic Enforcement Trend Analysis: 2011 - 2015****Instructions:**

Please refer to the MCSAP Comprehensive Policy for an explanation of FMCSA's traffic enforcement guidance. Complete the table 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 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 of the measured element (traffic enforcement stops with an inspection, non-inspection stops, non-CMV stops).
3. Insert the total number of written warnings and citations during the measurement period. The number of warnings and citations do not need to be split out separately in the last column.

State Defined Measurement Period (Include 5 Periods)		Number Of CMV Traffic Enforcement Stops with an Inspection	Number of Citations and Warnings Issued
Begin Date	End Date		
01/01/2015	12/31/2015		
01/01/2014	12/31/2014	10532	30818
01/01/2013	12/31/2013	12817	30841
01/01/2012	12/31/2012	13508	44760
01/01/2011	12/31/2011	11725	40026

☐ Check if State does not conduct CMV traffic enforcement stops without an inspection.

State Defined Measurement Period (Include 5 Periods)		Number Of CMV Traffic Enforcement Stops without Inspection	Number of Citations and Warnings Issued
Begin Date	End Date		
01/01/2015	12/31/2015	934	1121
01/01/2014	12/31/2014		
01/01/2013	12/31/2013		
01/01/2012	12/31/2012		
01/01/2011	12/31/2011		

☐ Check if State does not conduct Non-CMV traffic enforcement stops.

State Defined Measurement Period (Include 5 Periods)		Number Of Non-CMV Traffic Enforcement Stops	Number of Citations and Warnings Issued
Begin Date	End Date		
01/01/2015	12/31/2015	3809	1330
01/01/2014	12/31/2014	1377	1377
01/01/2013	12/31/2013		
01/01/2012	12/31/2012		
01/01/2011	12/31/2011		

**Enter the source and capture date of the data listed in the table above:**

DPS PDEP and TraCS 06/24/16 Our agency does engage in non-CMV traffic enforcement, however, since this was a new reporting section in FY2014, we did not anticipate the need to establish a system to effectively cull out CMV cites/warnings from non-CMV

cites/warnings. Providing the total number of non-CMV stops was possible, but the numbers were skewed due to a program initiated in previous years which was later spun off into a separate High Priority grant. The numbers from that program, which targets unsafe non-CMV around CMVs, could give the false impression we are placing a lot of emphasis on non-CMV as a part of the Basic Grant. We have established a system which will facilitate a more effective totaling of this data, but it can not provide historical data.

## 5 - Outreach and Education Goals - Report on progress from the FY 2016 CVSP

### Instructions:

Please enter information to describe your year-to-date Outreach and Education activities from the FY2016 CVSP. Click on "Add New Activity" to enter information.

#### Activity #1

**Activity: Describe Outreach and Education activity conducted:**

All major enforcement mobilizations, including Operation Roadcheck, Operation Safe Driver, and all Share The Road events, will include CMV enforcement personnel who will participate in outreach efforts, including "ride-alongs" and inspection observations. Additionally, DPS actively seeks out other opportunities to promote improved commercial vehicle safety, such as presentations/partnerships with industry and other stakeholders.

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

10 industry personnel will be invited to observe enforcement activities per quarter.

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

During Roadcheck 2016, DPS hosted 50 observers from the commercial vehicle industry who were on hand to observe the Department's enforcement efforts. Of those observers, 18 participated in ride-alongs with troopers. During the Arizona Trucking Association (ATA) annual safety awards program, a DPS representative was a speaker and another was one of the award presenters. DPS is currently working with Inter Tribal Council of Arizona (ITCA) to introduce safety programs on Arizona's various reservations, with the another such presentation conducted in the spring of 2016.

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

During enforcement mobilizations, safety consideration for civilian observers is paramount. While the agency does provide a Civilian Observer program, roadside inspections create additional dangers due to prolonged exposure to traffic. Enforcement details at stationary locations, such as rest areas, provide a slightly safer atmosphere for observation. Additionally, these locations allow for more detailed observation since inspections conducted at these sites are the more detailed, Level I inspections. Educational events/seminars held at a carrier's facility allow for a safer environment and more time to discuss issues and answer questions

## 6 - State Specific Objectives – Report on Progress from the FY2016 CVSP

### Instructions:

Please enter information as necessary to describe year-to-date progress on your State-specific objectives from the FY2016 CVSP. Click on "Add New Activity" to enter information.

#### Activity #1

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

Fatal commercial vehicle crashes on state highways have predominately been the result of CMV and non-CMV driver action. Less than 5% per year, are due to equipment failure. Driver action and behavior continues to be a significant contributing factor in CMV related fatal crashes. In addition to normal patrol activities, squads within the Department's CVE Program conducted monthly enforcement details as part of the crash reduction goal. The monthly enforcement details were scheduled according to crash data and statistics. Emphasis continued to be on driver behavior and Level III inspections, and enforcement of hazardous, crash-causing moving violations. Fiscal Year timeframes are based on Arizona Fiscal Year (July 1 - June 30th)

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

Beginning: 2013 Ending: 2018 Crash Reduction Goal: 5% reduction in CMV injury and fatal crashes from the AZFY2012 totals (40 fatal / 489 injury). The FY2016 CVSP goal was to maintain AZFY2015 fatal crashes at no more than 34 and reduce the injury crashes below 446. To accomplish this, squads would conduct monthly enforcement details and ensure that at least 33% of all inspections were Level III inspections (equipment failure was only a factor in three injury collisions in AZFY2014).

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

During AZFY2016 there have been 37 fatal and 510 injury CMV-involved collisions. 40% of all inspections were Level III.

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

The reality for CMV collisions is whether a crash results in injury, or fatality, or only property damage, is often determined by the type of vehicles involved (i.e. CMV vs. CMV or CMV vs. Car). Couple this with the fact that CMV-involved collisions account for a significantly smaller percentage of the state's overall collision picture (6% of all injury, 26% of all fatal), and identifying specific enforcement locations lacks a great degree of precision. This is particularly the case when the data end up pointing to areas where CMV enforcement/inspection is difficult, if not arguably unsafe, such as the congested freeway system in Metro Phoenix.

## Basic & Incentive CMV Safety Objectives

*The CMV Safety Program Objectives part allows States to define their goals and objectives for this year's plan, address the national priorities contained in the Notice of Funding Availability (NOFA), and to identify any State-specific objectives for any safety or performance problems identified by the State. The State must address problems it believes will help reduce the overall number of CMV crash related fatalities and injuries.*

### 1 - Crash Reduction Goal

#### 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 vehicle transportation. The State has flexibility in setting its goal. It can be based on raw numbers (e.g., total number of fatalities or crashes) or based on a rate (e.g., fatalities per 100 million VMT).*

#### **Problem Statement Narrative: Describe the identified problem including baseline data:**

Fatal commercial vehicle crashes on state highways have predominately been the result of CMV and non-CMV driver action. Less than 5% per year, were due to equipment failure. Driver action and behavior continues to be a significant contributing factor in CMV related fatal crashes. While still not a significant number compared to the whole, 40% of the FY2016 equipment related injury crashes, and both fatal crashes, were related to "Tire Failure".

#### **Commercial Vehicle Fatal Crashes on state highways: Driver Action & Equipment Failure**

AZ Fiscal Year	Crashes	Due to equipment		Due to driver action	
2016	37	2	5%	35	95%
2015	39	0	0%	39	100%
2014	33	0	0%	33	100%
2013	30	1	3%	29	97%
2012	38	1	3%	37	97%

#### **Commercial Vehicle Injury Crashes on state highways: Driver Action & Equipment Failure**

AZ Fiscal Year	Crashes	Due to equipment		Due to driver action	
2016	510	25	5%	485	95%
2015	446	28	6%	418	94%
2014	447	3	1%	444	99%
2013	496	18	4%	478	96%
2012	469	3	1%	466	99%

#### **Enter Data Source Capture Date:**

07/12/2016

#### **Enter Data Source:**

AZDPS PDEP

#### **Enter Crash Reduction Goal**

Beginning: 2013 Ending: 2018 Crash Reduction Goal: 5% reduction in CMV injury and fatal crashes from the FY2012 totals (40 fatal / 489 injury). For FY2016, the goal was to reduce fatal crashes below 34 and injury crashes below 446, with the results being 37 fatal and 510 injury. Since the FY2016 goal was not realized, the FY2017 goal will again be to reduce crashes to no more than 34 and reduce the injury crashes below 446.

**Identify each of the national program elements the State will utilize to meet the performance objective. The State will describe these activities in greater detail in the respective narrative sections of the CMV Safety Program Objectives and Commercial Vehicle Enforcement Activities.**

**Check all program elements that apply (minimum of 1):**

- ☒ **Conduct Driver and Vehicle Inspections (complete activity projections in the Commercial Vehicle Enforcement Activities section 1)**
- ☒ **Conduct Traffic Enforcement Activities (complete activity projections in the Commercial Vehicle Enforcement Activities section 2)**
- ☒ **Conduct Carrier Investigations (complete activity projections in the Commercial Vehicle Enforcement Activities section 3)**
- ☒ **Conduct Public Education and Awareness (complete activities in the Commercial Vehicle Enforcement Activities section 4)**
- ☒ **Conduct Effective Data Collection and Reporting (complete activities in the CMV Safety Program Objectives section 2)**

**Program Activities: States must include activities related to this goal in the output estimates in the Commercial Vehicle Enforcement Activities part. However, States must also indicate in this objective the amount of effort (staff hours, FTE, inspections, traffic enforcement stops, etc.) that will be resourced directly for this purpose. For example, 3,000 of the 10,000 Level 1 inspections listed in the Commercial Vehicle Enforcement Activities Section 1 will be dedicated to this objective.**

In addition to normal patrol activities, 86 troopers and sergeants will conduct monthly enforcement details as part of the crash reduction goal. Those efforts will accomplish the inspection goals set forth in the following table (this does not include the Border Enforcement activities):

Inspection Level	2017 Goal				
	Non-Hazmat	Hazmat	Passenger	Total	Percent by Level
Level 1	2,000	500	500	3,000	10%
Level 2	7,000	2,000	150	9,150	31%
Level 3	17,000	0	150	17,150	58%
Level 4	0	0	0	0	0%
Level 5	50	10	300	360	1%
Level 6	0	5	0	5	0%
Level 7	0	0	0	0	0%
Totals	26,050	2,515	1,100	29,665	100%

A minimum of two monthly enforcement details will be scheduled according to crash data and statistics. It is anticipated 200 MCSAP-funded staff hours per month will be devoted to these monthly details. Detail time, locations, staffing, and priorities (e.g. hours of service, aggressive driving, etc.) will be based upon data analysis. These efforts will be in addition to regular patrol activities, although obviously "regular patrol activities" will focus on many of the same issues. At least one of those monthly details will focused on addressing the State-Identified Objective laid out in Section Six. Emphasis will continue to be on driver behavior, resulting in Level III inspection emphasis. This will result in at least 33% of inspection being Level III. Additionally, the Department will continue to emphasize enforcement of hazardous, crash-causing moving violations.













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

Quarterly reports will indicate the number of CMV inspections conducted, including Level III inspections. Commanders and supervisors will ensure that inspectors conduct Level III inspections on at least 33% of their inspections by conducting field supervision and checking ASPEN and SAFETYNET databases. Crash data will be evaluated on a quarterly basis to determine efficacy of enforcement efforts. Enforcement focus will be shifted as needed based on the crash data; including enforcement efforts in high crash areas, and increasing enforcement details. Results of this analysis will be reported quarterly. Targeted violations will be tracked and reported on a quarterly basis to compare with crash data and overall effectiveness of the strategy. Targeted violations should be documented during the year.

## 2 - State Safety Data Quality and Information Systems Objective

### Instructions:

In the tables below, indicate your State's rating or compliance level within each of the Safety Data and Information Systems categories.

Under certain conditions, the FAST Act allows MCSAP lead agencies to use MCSAP funds for Operations and Maintenance (O & M) costs associated with Safety Data Systems (SSDQ), Innovative Technology Deployment (ITD, previously known as CVISN) and the Performance and Registration Information Systems Management (PRISM).

1. For SSDQ, if the State meets accuracy, completeness and timeliness measures regarding motor carrier safety data and participates in the national data correction system (DataQs).
2. For PRISM, O&M costs are eligible expenses subject to FMCSA approval.
3. For ITD, if the State agrees to comply with ITD program requirements and has complied with all MCSAP program requirements including achievement of at least Level 6 in PRISM, O & M costs are eligible expenses.

Instructions will be provided within the Spending Plan Narrative section regarding documentation of these costs within the CVSP.

**State Safety Data Quality:** Indicate your State's SSDQ rating and goal in the table below by utilizing the drop-down menus.

SSDQ Category	Goal from FY 2016 CVSP	Current SSDQ Rating	Goal for FY 2017
Crash Record Completeness	Good	Good	Good
Fatal Crash Completeness	Good	Good	Good
Crash Timeliness	Good	Good	Good
Crash Accuracy	Good	Good	Good
Crash Consistency	No Flag	No Flag	No Flag
Inspection Record Completeness	Good	Good	Good
Inspection VIN Accuracy	Good	Good	Good
Inspection Timeliness	Good	Fair	Good
Inspection Accuracy	Good	Good	Good

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

Data snapshot 07/29/2016

**Compliance table: Please verify the level of compliance for your State in the table below using the drop-down menu. If the State plans to include O&M costs, details must be in this section and in your Spending Plan. If 'no' is indicated in the verification column, please provide an explanation in the narrative box below.**

Technology Program	Current Compliance Level according to FMCSA	Verification by State of Current Compliance Level
ITD	Core CVISN Compliant	Yes
PRISM	step 2	Yes
SSDQ	Good	Yes

**Data Sources:**

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

**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. If your State's PRISM compliance is less than step 6, describe activities your State plans to implement to achieve full PRISM compliance.**

Arizona is currently rated as a "green state" but is rated yellow in Inspection Timeliness.

Inspection Timeliness: In Arizona only DPS CVE and ADOT (along with a few other agencies) use ASPEN. All others, including the numerous DPS troopers not assigned full-time to our CVE program, conduct inspections using paper DVERs. Since these reports are handwritten, they need to be sent to our office and manually entered into Safetynet. The delay in reception and the sheer volume continues to present a problem as the hiring freeze means primary responsibility for this activity falls upon a part-time employee. An initiative to move the DVER into the TraCS format, the primary DPS data system (which would have helped with data entry challenges), stalled until it was just recently given new life.

**Program Activities: Describe any actions that will be taken to achieve a "Good" rating in any category not currently rated as "Good" including measureable milestones. Also, describe any actions that will be taken to implement full PRISM compliance.**

Until this year, the supervisor for the workgroup with SSDQ responsibility was pulling double/triple-duty. This has been corrected and much work has been done to identify/address the underlying problems. In fact, this workgroup just recently was able to raise the Crash Accuracy from yellow (where it has been for years) to green. An internal program has been established to help correct the issue with DVERs being turned in late, thereby improving Inspection Timeliness. As mentioned in the Performance Narrative, the creation of a TraCS DVER has moved up in the agency's priority list and is set for beta-testing in the next two months. Once fully-implemented, the only paper DVERs received at DPS will then be from a much smaller number of non-ASPEN/non-DPS agencies. If data entry continues to be a problem for the remaining paper DVERs, staff responsibilities will continue to be adjusted to ensure at least eight hours bi-weekly are devoted to addressing the problem, and a request for waiver of the hiring freeze will be filed to obtain permission to hire a full-time staff worker. It is anticipated this areas will be move to Good status by the end of FY2017.

Full implementation of the PRISM will require a change in statute. DPS is working with ADOT (the agency responsible for PRISM in Arizona) to advocate for the required legislation.

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

The Special Projects Group Supervisor will audit Inspection Timeliness each month. Personnel assigned to the bi-weekly DVER entry will report the numbers handled, as well as any trends they observe. The Special Projects Group Supervisor will prepare a report of this information for inclusion in the MCSAP Basic Quarterly Report. The MCSAP Manager will contact the respective leadership of any agency/organization which is found to consistently have issues with Inspection Timeliness and establish a plan for remediation.



### 3 - Passenger Carrier Enforcement

**Instructions:**

*We request that States conduct Enhanced Investigations for motor carriers of passengers and other high risk carriers. We also ask that States plan to allocate resources to participate in the Enhanced Investigations training being offered by FMCSA. Finally, we ask that States continue to partner with FMCSA in conducting Enhanced Investigations and inspections at carrier locations.*

**Check this box if:**

☐ **As evidenced by the trend analysis data in Program Effectiveness Summary - Past Performance, State Motorcoach/Passenger Fatality Reduction Goals, the State has not identified a significant passenger transportation safety problem and therefore will not establish a specific passenger transportation goal in the current fiscal year. However, the State will continue to enforce the FMCSRs pertaining to passenger transportation by CMVs in a manner consistent with the MCSAP Comprehensive Policy as described either below or in the Commercial Vehicle Enforcement Activities part. If this box is checked, no additional narrative is necessary.**

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

According to FARS and MCMIS, nearly 16,000 bus crashes occurred in CY2015. 1.57% of those collisions involved a fatality. Arizona rated better than the national average, with 1.45% of 342 bus crashes involving a fatality. This represents an increase in the total number of bus crashes over CY2014, but is actually lower than the fatality rate of 1.56% fatalities in 277 bus crashes, as averaged over the previous three years.

The restrictions regarding "in-transit" inspection on passenger carrying vehicles impacts the ability optimally address passenger carrier safety. Aside from targeting obvious safety violations while in transport, DPS has to limit inspections to destination locations for inspections. In Arizona, this results in most of our large-scale initiatives held at the Grand Canyon and the US/Mexico Border.

**Performance Objective: Enter performance objectives including baseline data and performance goal.**

For FY2017, the goal is to reduce the total number of passenger carrier crashes to the three-year average of 277, while also remaining below the national average for fatalities.

In previous years our goals had been in relation to VMT. However, we feel measuring performance relative to the raw number is more effective and consistent with the measures in other areas of our state's various strategic plans. Therefore we will be using the raw number of collisions going forward.

***To meet this goal, the State intends to conduct activities under the following strategies and will describe these activities in greater detail in the respective sections in the CMV Safety Program Objectives and Commercial Vehicle Enforcement Activities parts.***

***Check all program elements that apply (minimum of 1):***

- ☒ **Conduct Driver and Vehicle Inspections (complete activity projections in the Commercial Vehicle Enforcement Activities section 1)**
- ☒ **Conduct Traffic Enforcement Activities (complete activity projections in the Commercial Vehicle Enforcement Activities section 2)**
- ☒ **Conduct Carrier Investigations [CSA] (complete activity projections in the Commercial Vehicle Enforcement Activities section 3)**
- ☒ **Conduct Public Education and Awareness (complete activities in the Commercial Vehicle Enforcement Activities section 4)**
- ☒ **Conduct Effective Data Collection and Reporting (complete activities in the CMV Safety Program Objectives section 2)**

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

In addition to normal traffic enforcement activities, the agency will conduct a minimum of four annual passenger transportation enforcement details which will result in at least 600 inspections. Two of the details will be conducted at the Grand Canyon in conjunction with the National Park Service and each deployment should result in a minimum of 150 inspections. This location handles the highest volume of passenger carriers in the state and has ample facilities to inspect buses while minimizing interference with passenger and carrier operations. Intrastate passenger carriers will be targeted as part of the education and outreach efforts to promote the overall CVSP goal of crash reduction and traffic safety. To promote this effort, at least one passenger carrier outreach activity will be conducted each quarter.

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

Enforcement and crash data will be evaluated on a quarterly basis to determine efficacy of the activity plan. Adjustments in enforcement activities, to include increased passenger carrier specific enforcement details, carrier interventions and outreach projects, will be made in a concerted effort to achieve the objective.

Enforcement squad supervisors will identify intrastate passenger carriers each quarter to present education seminars promoting knowledge of Federal Motor Carrier Safety Regulations, state traffic laws and general driving safety tips. Education and outreach efforts will be reported within CVSP quarterly reports.

#### 4 - Enforcement of Federal Out-of-Service Orders during Roadside Activities

##### Instructions:

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

##### Check this box if:

☐ As evidenced by the data provided by FMCSA, the State identifies at least 85% of carriers operating under a federal Out-of-Service (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. If this box is checked, no additional narrative is necessary..

Enter your State's OOS Catch Rate percentage if below 85%:	29
Enter your State's OOS Catch Rate percentage if below 85%:	29
Enter your State's OOS Catch Rate percentage if below 85%:	29
Enter your State's OOS Catch Rate percentage if below 85%:	29
Enter your State's OOS Catch Rate percentage if below 85%:	29
Enter your State's OOS Catch Rate percentage if below 85%:	29
Enter your State's OOS Catch Rate percentage if below 85%:	29
Enter your State's OOS Catch Rate percentage if below 85%:	29
Enter your State's OOS Catch Rate percentage if below 85%:	29
Enter your State's OOS Catch Rate percentage if below 85%:	29

##### Performance Objective: Enter performance objective(s).

Arizona presently has a catch rate of 28.57% for carriers operating under an Out-of-Service Order as a result of Imminent Hazards and Unsatisfactory ratings. In the last year this has been a focus of special attention as DPS works to ensure ALL inspectors in the state (regardless of the agency they work for) are checking for operating authority and out-of-service orders. The overall CVE commander has taken to personally contacting every trooper who misses an out-of-service order to educate them on the issue's importance. This continues to be a challenge, as many inspectors in the state do not have Query Central access and/or work in areas where mobile data is not consistently available. Efforts to utilize the NLETS option have not proven effective, as it appears NLETS is not updated frequently enough.

All inspections conducted by enforcement personnel shall include checking carrier operating authority and out-of-service orders. This effort will involve outreach to partner enforcement agencies within the state. Full-time CVE personnel will be held accountable for their individual efforts, and are expected to readily respond to request to check for others who do not have access. The issue will again be a part of the required in-service training for all inspectors in the state.

***To meet this goal, the State intends to conduct activities under the following strategies and will describe these activities in greater detail in the respective sections in the CMV Safety Program Objectives and Commercial Vehicle Enforcement Activities parts.***

***Check all program elements that apply (minimum of 1):***

- ☒ **Conduct Driver and Vehicle Inspections (complete activity projections in the Commercial Vehicle Enforcement Activities section 1)**
- ☒ **Conduct Traffic Enforcement Activities (complete activity projections in the Commercial Vehicle Enforcement Activities section 2)**
- ☒ **Conduct Carrier Investigations [CSA] (complete activity projections in the Commercial Vehicle Enforcement Activities section 3)**
- ☒ **Conduct Effective Data Collection and Reporting (complete activities in the CMV Safety Program Objectives section 2)**

***Program Activities: Please describe policies, procedures, and/or technology that will be utilized to identify OOS carriers at roadside, and how you will conduct quality assurance oversight to ensure that inspectors are effectively identifying OOS carriers and preventing them from operating.***

The Department will provide training to all enforcement personnel, as well as partnering agencies, to stress the importance of checking operating authority and out-of-service orders on every inspection. Any inspector who fails to identify an out-of-service order will be personally contacted and educated on the importance. Checking Query Central will be mandatory for all full-time CVE personnel. All inspections at DPS, and as many as possible at other agencies, will be conducted using inspection programs (i.e. ASPEN 3.0 and/or TraCS) which consults the relevant databases at time of inspection.

As a result of an on-going program initiative, by the end of 2016 it is anticipated that ALL troopers will be completing their inspections using a program which obtains current operating authority/out of service information.

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

Monthly reports provided by FMCSA will be monitored to determine efficacy of the plan toward achieving the objective. Enforcement personnel identified as not checking operating authority will receive additional guidance and directive.

Supervisors will monitor inspection activity and compare inspection reports with FMCSA's Trend Analysis on Inspection on OOS Carriers to identify problem areas with identifying OOS carriers.

Supervisors will conduct random sampling of inspection reports to determine if completed inspections were conducted on OOS carriers.

Data will be reports on a quarterly basis to determine if the objective is being met.

## 5 - Hazardous Materials Transportation Safety

### Instructions:

Describe the state's efforts to address hazardous materials transportation safety, if applicable. Select the box below indicating that data does not indicate a hazardous materials problem OR complete the problem statement, performance objective, Activity Plan and Performance Measure.

### Check this box if:

☐ As evidenced by the trend analysis data indicated in the Program Effectiveness Summary - Past Performance section 3, State Hazardous Materials Fatality Reduction Goals, the State has not identified a significant hazardous materials safety problem that warrants a specific state objective. As a result, the State will not establish a specific hazardous materials crash reduction goal. However, the State will continue to enforce the FMCSRs pertaining to hazardous materials transportation by CMVs in a manner consistent with its enforcement for all CMVs. If this box is checked, no additional narrative is necessary.

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

Commercial vehicles carrying hazardous materials continue to traverse Arizona highways. Since 2006, HM vehicle traffic has increased. From 2007 to 2009, crashes involving HM trucks increased 37%. Total crashes involving HM trucks decreased from 2009 to 2010 before increasing again in 2011 and 2012, with a significant increase in 2013. At the same time, HM vehicle inspection have decreased since their height in 2012. This resulted from a reduction in HM certified inspectors, and while it may not be directly related to the increase in HM crashes, it's a trend in the wrong direction.

	CY2012	CY2013	CY2014	CY2015	CY2016*
HM Crashes	59	83	80	82	13
HM Fatality	2	4	5	3	0
HM Injury	1	3	2	1	0

\* year to date

Data Source: FMCSA A&I 07/12/2016

	CY2012	CY2013	CY2014	CY2015	CY2016*
HM Inspections	2,815	2,247	1,955	1,544	687
HM Violations	1,061	676	621	862	299
HM Driver OOS	90	67	84	327	135
HM Vehicle OOS	359	248	221	44	34

\* year to date

Data Source: SAFETYNET 07/13/2016

### Performance Objective: Enter performance objectives including baseline data and performance goal.

Reduce the number of HM vehicles involved in crashes by 10% from the 2013 level, while at the same time increasing the number of HM vehicle inspections by 20% from 2013. To do this DPS will increase the number of HM certified inspectors by 5% and conduct three HM focused details each quarter.

In previous years our goals had been in relation to VMT. However, we feel measuring performance relative to the raw number is more effective and consistent with the measures in other areas of our state's various strategic plans. Therefore, we will be using the raw number of collisions going forward.

***To meet this goal, the State intends to conduct activities under the following strategies and will describe these activities in greater detail in the respective sections in the CMV Safety Program Objectives and Commercial Vehicle Enforcement Activities parts.***

***Check all program elements that apply (minimum of 1):***

- ☒ **Conduct Driver and Vehicle Inspections (complete activity projections in the Commercial Vehicle Enforcement Activities section 1)**
- ☒ **Conduct Traffic Enforcement Activities (complete activity projections in the Commercial Vehicle Enforcement Activities section 2)**
- ☒ **Conduct Carrier Investigations [CSA] (complete activity projections in the Commercial Vehicle Enforcement Activities section 3)**
- ☒ **Conduct Public Education and Awareness (complete activities in the Commercial Vehicle Enforcement Activities section 4)**
- ☒ **Conduct Effective Data Collection and Reporting (complete activities in the CMV Safety Program Objectives section 2)**

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

There are presently 34 HazMat certified troopers in MCSAP (not including those working in Border Enforcement). A minimum of three (3) HM vehicle inspection enforcement details will be conducted each quarter, with at least eight HM-certified troopers per detail. Enforcement will focus on moving violations to focus on crash reduction. Additional enforcement details may be conducted at "static" locations to inspect for proper HM load securement. Squad supervisors, including the HM Coordinator, will ensure proper detailed inspections are performed on HM vehicles with a focus on crash causing violations and proper HM load securement. Each enforcement detail will be supervised to monitor inspections and the data gathered.

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

The HM coordinator will evaluate inspection data on a quarterly basis to determine if carrier intervention is necessary based on violation history and frequency. They will coordinate the need for carrier interventions with the CVE Compliance Review Squad and FMCSA.

## 6 - State-Identified Objective (Optional)

### Instructions:

*Describe any other identified State-specific objectives.*

#### State Objective #1

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

Targeted Enforcement

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

CMV related crashes along Interstate 10 in Arizona have been concentrated within two major areas; the Phoenix and Tucson metropolitan zones. Crash data for the period from 01/01/2015-12/31/2015 indicates the majority of CMV related crashes occurred between milepost 120 and 170 on Interstate 10. Of the 750 CMV crashes that occurred on I-10 during that time period 303 or 40% occurred in that corridor. That portion of the Interstate travels through the Phoenix metropolitan area. Additionally, CMV related crashes occurred more frequently on weekdays as opposed to the weekends. CMV crashes within that stretch of Interstate tend to cause secondary crashes as well as traffic backups on the main corridor as well as on connector roads. Furthermore, the crashes typically are the result of action by a non-CMV driver. Data Source = DPS WebFocus 07/06/15

##### **Performance Objective: Enter performance objectives including baseline data and goal.**

Reduce CMV-related crashes on Interstate 10 by 5% of the CY2015 totals (303) within the Phoenix metropolitan area, thus reducing traffic congestion and related secondary crashes.

**To meet this goal, the State intends to conduct activities under the following strategies and will describe these activities in greater detail in the respective sections in the CMV Safety Program Objective and Commercial Vehicle Enforcement Activities parts.**

**Check all program elements that apply (minimum of 1):**

- ☒ **Conduct Driver and Vehicle Inspections (complete activity projections in the Commercial Vehicle Enforcement Activities section 1)**
- ☒ **Conduct Traffic Enforcement Activities (complete activity projections in the Commercial Vehicle Enforcement Activities section 2)**
- ☒ **Conduct Carrier Investigations [CSA] (complete activity projections in the Commercial Vehicle Enforcement Activities section 3)**
- ☒ **Conduct Public Education and Awareness (complete activities in the Commercial Vehicle Enforcement Activities section 4)**
- ☒ **Conduct Effective Data Collection and Reporting (complete activities in the CMV Safety Program Objectives section 2)**

##### **Program Activities: Describe the activities that will be implemented including level of effort, if not described in Enforcement of Federal Out-of-Service Orders during Roadside Activities (Section 4).**

Monthly enforcement details will be conducted in high crash areas as part of the crash reduction efforts. Squads will partner with other Department enforcement personnel as well as commercial vehicle enforcement personnel from partnering agencies (minimum of eight per detail). In addition to CVSP activities, supplemental enforcement details will be conducted on Interstate 10 along the high crash areas. Enforcement will focus on crash causing violations by CMV and non-CMV drivers. The high-intensity enforcement will promote awareness among the motoring public.

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

Activity will be tabulated and crash statistics will be compared to determine efficacy of the plan and also determine if focus areas and times should be adjusted. Based on the data, troopers assigned to the special enforcement details will be expected to produce high enforcement activity. The activity will be compared with crash data. Additionally, troopers will be dedicated to enforcement, resulting in proactive enforcement activity. Squad supervisors will monitor monthly activity and provide quarterly reports indicating effectiveness of enforcement. With attention on driver behavior/action, Level III inspections will focus on hours of service and driver qualification violations. Enforcement activity will be compared to same period for the previous year.



## Basic & Incentive Enforcement Activities

*The Commercial Vehicle Enforcement Activities part allows the States to provide specific targets for their inspection, traffic enforcement, carrier investigation, and outreach and education goals. The State will use this section to describe the specific national program element activities (per 49 CFR 350.109) that it will use to meet the goals. In completing this section, the State need not repeat the broad program objectives or performance measurements established in the previous goals section of the plan.*

*Note: The State can access detailed counts of its core MCSAP performance measures, such as roadside inspections, traffic enforcement activity, review activity, and data quality by quarter for the current and past two fiscal years using the **State Quarterly Report and CVSP Data Dashboard** 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> (user id and password required).*

### 1 - Driver/Vehicle Inspection Program - Overview and Performance Goals

#### Instructions for Overview:

*Describe components of the State's general Roadside and Fixed-Facility Inspection Program that are not already detailed as part of a specific program goal. 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 narrative description of the State's overall inspection program including a description of how the State will monitor its program to ensure effectiveness and consistency.**

The state's general roadside inspection program includes routine and/or intense roving patrols on all major highways and on municipal and county roads. The Department works closely with the Department of Transportation and local agencies who participate in CMV enforcement activities. The Department's focus of crash reduction results in mobile/roadside enforcement emphasis. Personnel assigned to Commercial Vehicle Enforcement focus their efforts on roadside enforcement. The fixed-facility inspection program is a focus of the Arizona Department of Transportation (ADOT), who is responsible for operation of the state line ports of entries. ADOT is responsible for issuing registration permits as well as enforcing weight and fuel tax restrictions. ADOT does contribute to the state's CVSP through inspections conducted at fixed-facilities and roadside.

#### Instructions for Performance Goals:

*Please complete the following tables indicating the number of inspections that the State anticipates conducting during Fiscal year 2017. Please enter inspection goals by agency type (separate tabs are used for the Lead Agency and Funded agencies). **You are required to complete/review information on the first 3 tabs (as applicable). The "Summary" tab is totaled by the eCVSP system.***

*Note: States are strongly encouraged to conduct at least 33% Level 3 inspections of the total inspections conducted. If the State chooses to do less than 33% Level 3 inspections, it will be required to provide an explanation in the Summary tab.*

#### Lead Agency

**Lead Agency is:** ARIZONA DEPT. OF PUBLIC SAFETY

**Enter the total number of certified officers in the Lead agency:** 121

FY 2017 Driver/Vehicle Inspection Goals					
	Estimated Performance Goal				
Inspection Level	Non-Hazmat	Hazmat	Passenger	Total	Percentage by Level
Level 1	2000	500	500	3000	10.11%
Level 2	7000	2000	150	9150	30.84%
Level 3	17000	0	150	17150	57.81%
Level 4	0	0	0	0	0.00%
Level 5	50	10	300	360	1.21%
Level 6	0	5	0	5	0.02%
<b>Sub-Total Lead Agency</b>	<b>26050</b>	<b>2515</b>	<b>1100</b>	<b>29665</b>	

***Funded Agencies***

**Complete the following information for each MCSAP Basic funded agency, other than the lead agency in your State. A separate table must be created for each funded agency. Click 'Save' after each table entry.**

**Enter the name of the Funded Agency:**

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

FY 2017 Driver/Vehicle Inspection Goals					
Inspection Level	Estimated Performance Goal				Percentage by Level
	Non-Hazmat	Hazmat	Passenger	Total	
Level 1				0	%
Level 2				0	%
Level 3				0	%
Level 4				0	%
Level 5				0	%
Level 6				0	%
<b>Sub-Total Funded Agencies</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	

**Non-Funded Agencies**

Enter the number of non-funded agencies:	37
Enter the total number of non-funded certified officers:	254

**Summary**

<b>Total FY 2017 Driver/Vehicle Inspection Goals For Lead, Funded and Non-Funded Agencies</b>					
<b>MCSAP Lead Agency: ARIZONA DEPT. OF PUBLIC SAFETY</b>					
<b># certified officers: 121</b>					
<b>Funded Agencies:</b>					
<b># certified officers: 0</b>					
<b>Number of Non-Funded Agencies: 37</b>					
<b># certified officers: 254</b>					
	<b>Estimated Performance Goal</b>				
Inspection Level	Non-Hazmat	Hazmat	Passenger	Total	Percentage by Level
Level 1	2000	500	500	3000	10.11%
Level 2	7000	2000	150	9150	30.84%
Level 3	17000	0	150	17150	57.81%
Level 4	0	0	0	0	0.00%
Level 5	50	10	300	360	1.21%
Level 6	0	5	0	5	0.02%
<b>Total ALL Agencies</b>	<b>26050</b>	<b>2515</b>	<b>1100</b>	<b>29665</b>	

## 2 - Traffic Enforcement

### Instructions:

*Describe the State's level of effort (number of personnel/FTE) it proposes to use for implementation of 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 (i.e., 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 conduct commercial vehicle/driver enforcement activities. If the State conducts non-CMV traffic enforcement activities, the State will conduct these activities in accordance with the MCSAP Comprehensive Policy.*

The Department has emphasized traffic enforcement in conjunction with an inspection since 2009. This emphasis was part of a national program initiated by FMCSA to increase Level III inspections with emphasis on traffic enforcement to reduce CMV related injury and fatal crashes. In Arizona, just over 50% of the fatal crashes involving a CMV and passenger car on state highways have been caused by the CMV (it was 52% in CY2015). This means responsibility for collisions between CMVs and passenger vehicles is essentially balanced between the two classes of vehicles, but the potential for devastation caused by these collisions often far exceeds passenger vehicle vs. passenger vehicle crashes. The Department conducts CMV traffic enforcement in conjunction with CVSP activities and allocates personnel along all major highways carrying commercial traffic. Non-CMV traffic enforcement is focused on unsafe operation around CMVs. The Department's CVE personnel assigned primarily to roadside enforcement activities currently totals 20 officers among 4 squads, which are assigned along Interstates 10, 17 and 40. These squads focus on CMV enforcement during varying shifts and locations. The percentage of non-CMV enforcement should not exceed 10% of reimbursed activities.

Please indicate using the radio buttons the Traffic Enforcement Activities the State intends to conduct in FY 2017 in the table below.

Yes	No	Traffic Enforcement Activities	Enter the Goals (Number of Stops, not Tickets or Warnings; these goals are NOT intended to set a quota.)
<input checked="" type="radio"/>	<input type="radio"/>	CMV with Inspection	12000
<input checked="" type="radio"/>	<input type="radio"/>	CMV without Inspection	2400
<input checked="" type="radio"/>	<input type="radio"/>	Non-CMV	1200
<input checked="" type="radio"/>	<input type="radio"/>	Comprehensive and high visibility in high risk locations and corridors (special enforcement details)	1500

**Describe components of the State's traffic enforcement efforts that are not already detailed as part of a specific program goal including a description of how the State will monitor its traffic enforcement efforts to ensure effectiveness, consistency, and correlation to FMCSA's national traffic enforcement priority.**

DPS has 65 CVE-Certified troopers stationed statewide who are not assigned to our MCSAP program. Recent technology upgrades allow for better integration of their activities into our MCSAP objectives. Crash data analysis will be utilized to more optimize enforcement locations and focuses.

### 3 - Carrier Investigations

#### Instructions:

*Describe the State's implementation of FMCSA's interventions model to the maximum extent possible for interstate carriers and any remaining or transitioning compliance review program activities for intrastate motor carriers. Include the number of personnel and FTE assigned to this effort.*

#### **Performance Objective: Enter performance objective(s) including the number of Interventions/Investigations from the previous year and the goal for FY 2017**

For FY2016, the objective for the Compliance Review Unit was to complete 85 investigations. As of June 30, 2016, a total of 70 investigations have completed, indicating the goal for FY2016 will likely be exceeded. Our plan is to increase the squad by one investigator. The goal for FY2017 will be to complete 90 investigations.

#### **Program Activities: Describe components of the State's carrier investigation efforts that are not already detailed as part of a specific program goal. Include the number of personnel/FTE participating in this activity.**

Current staffing of the Department's Compliance Review Unit includes five (5) troopers/investigators (four in Phoenix and one in Tucson). An additional CVE troopers will be trained to conduct CR investigations. The CR unit works in cooperation with the Arizona FMCSA Division Office on investigations conducted on both interstate and intrastate carriers.

#### **Performance Measurements and Monitoring: Describe all measures the State will use to monitor progress towards the annual goals. Further, describe how the State measures qualitative components of its carrier investigation program (not just outputs).**

The Compliance Review Unit will assess the FMCSA safety ratings for Arizona based intrastate and interstate motor carriers on a quarterly basis and will assign the poorest rated carriers to investigators. The total goal for the unit will be to complete at least 90 compliance reviews. This goal will have a direct impact on carrier safety ratings and improve overall motor carrier safety.

The Compliance Review Unit supervisor will meet with district command staff quarterly and review the investigations assigned to CR investigators, as well as outcomes of completed investigations.



**Note: The Carrier Investigation Goals table is designed to collect State projections for the number of investigation activities estimated for FY 2017. The State may still conduct traditional motor carrier safety compliance reviews of intrastate motor carriers. Therefore, the CVSP may contain projections for both CSA investigations and compliance reviews of intrastate carriers.**

**Complete the table below indicating the number of investigations that the State anticipates conducting during this Fiscal Year. Note: if your State does not conduct reviews/investigations, you are not required to complete this table.**

☐ **Our State does not conduct reviews/investigations.**

FY 2017 Carrier Investigation Goals		
Review/Investigation Type	Interstate Goals	Intrastate Goals
<b>Rated and Non-rated Reviews (Excludes CSA &amp; SCRs)</b>		
Non-HM Cargo		
Passenger		
HM		
<b>Rated and Non-rated Reviews (Excludes CSA &amp; SCRs) Total</b>	<b>0</b>	<b>0</b>
<b>CSA Off-Site Investigations</b>		
Non-HM Cargo CSA Off-Site		
Passenger CSA Off-Site		
HM CSA Off-Site		
<b>CSA Off-Site Investigations Sub-total</b>	<b>0</b>	<b>0</b>
<b>CSA On-Site Focused Investigations</b>		
Non-HM Cargo CSA On-Site Focused	5	53
Passenger CSA On-Site Focused		10
HM CSA On-Site Focused		1
<b>CSA On-Site Focused Investigations Sub-total</b>	<b>5</b>	<b>64</b>
<b>CSA On-Site Comprehensive</b>		
Non-HM Cargo CSA On-Site Comprehensive	5	10
Passenger CSA On-Site Comprehensive		5
HM CSA On-Site Comprehensive		1
<b>CSA On-Site Comprehensive Sub-total</b>	<b>5</b>	<b>16</b>
<b>CSA Investigations (all Types) Total</b>	<b>10</b>	<b>80</b>
<b>HM-Related Review Types</b>		
Security Contact Reviews (SCRs)		
Cargo Tank Facility Reviews		
Shipper Reviews		
<b>HM-Related Review Types Total</b>	<b>0</b>	<b>0</b>
<b>ALL REVIEW TYPES GRAND TOTAL</b>	<b>10</b>	<b>80</b>

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

As indicated in the table, the estimated total investigations completed by the Department's Compliance Review Unit will be 90. All of the investigation will be CSA On-Site investigations. The comprehensive investigations will be conducted in cooperation with the Arizona FMCSA Division Office.

#### 4 - Public Education & Awareness

##### Instructions:

*A public education and awareness program is designed to provide information on a variety of traffic safety issues related to CMVs and non-CMV's which operate around large trucks and buses. Describe the type of activities the State plans to conduct, including but not limited to passenger transportation, hazardous materials transportation, and share the road safely initiatives. Include the number of FTE that will be participating in this effort.*

*Note: the number of specific activities accomplished should be reported in each quarterly performance progress report (SF-PPR).*

**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.:**

Improve knowledge of FMCSA regulations and CMV inspector priorities within motor carriers. Reduce crashes caused by passenger vehicle driving behavior around commercial vehicles through outreach, education and enforcement.

In the table below, indicate if the State intends to conduct the listed program activities and the estimated number.

Yes	No	Public Education and Awareness Activities	Goals
<input checked="" type="radio"/>	<input type="radio"/>	Carrier Safety Talks	12
<input checked="" type="radio"/>	<input type="radio"/>	CMV Safety Belt Education and Outreach	4
<input checked="" type="radio"/>	<input type="radio"/>	State Trucking Association Meetings	2
<input checked="" type="radio"/>	<input type="radio"/>	State-sponsored outreach events	4
<input checked="" type="radio"/>	<input type="radio"/>	Local educational safety events	4
<input checked="" type="radio"/>	<input type="radio"/>	Teen safety events	4

**Program Activities: Describe components of the State's public education and awareness efforts that it intends to perform.**

All major enforcement mobilizations, including Operation Roadcheck, Operation Safe Driver and all Share the Road events will include state motor carrier personnel who will participate and observe the related activities. Additionally, monthly enforcement details will contain a public outreach effort as part of the crash reduction messaging, and to provide driver awareness. The Share The Road program, including "Teens & Trucks" and "Curbing Distracted Driving", will be instructed in schools throughout the state. High visibility enforcement details will be conducted monthly by Department CMV enforcement units. These details will focus on unsafe CMV operation, as well as non-CMV violations committed in the vicinity of a CMV. The Department will conduct at least four major or regional enforcement mobilizations that include industry personnel for participation and observation.

Outreach efforts will target intrastate passenger transportation carriers as part of the passenger transportation safety objective. Intrastate carriers will be identified by inspection and/or crash data. Additionally, general outreach efforts, including safety talks/presentations and demonstrations will be offered to the general passenger transportation industry in order to obtain better compliance with safety regulations and state statutes. Education and awareness efforts will target HM carriers based on inspection and crash data. Intrastate HM carriers will be contacted by the Department's HM and Enforcement units as part of the education efforts. The HM coordinator will evaluate data on a quarterly basis to determine carrier contact and intervention. The Department will coordinate with ADOT for messaging during Targeted Enforcement details. Message boards along Interstate 10 will advise motorists of the high intensity, crash reduction enforcement zone. While the messaging system is typically used to advise motorists of road conditions (closures, crashes, etc.), it has been used as an effective method for safety messaging.

Outreach activities are the responsibility of all personnel assigned to the CVE program, although none will do it on a full-time basis. Consistently, 10 troopers will be called upon to conduct various outreach activities. To perform them, it is anticipated they will expend 180 labor hours during the actual events. Since all of these activities will involve at least some travel, it is anticipated that an additional 120 labor hours will be expended actually getting to the event.

**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 Performance Progress Report (SF-PPR):**

Feedback from motor carrier personnel, including drivers, maintenance/safety staff, will be requested to assess the impact of the strategy.

Each quarterly report will include at least one enforcement detail where industry personnel are invited to observe CMV enforcement and inspection activities.

The Share the Road program coordinator/supervisor will schedule and monitor enforcement activity and public education efforts to maintain consistency with the program activity plan. CMV crash data will also be monitored to assess the impact of the program.

## Spending Plan

### **B&I Spending Plan**

#### **What is a Spending Plan?**

*The Spending Plan explains the 'what', 'how', and 'why' of a line item cost in carrying out grant project goals and objectives. Use these instructions to develop your application spending plan.*

#### **What does a Spending Plan do?**

*A spending plan is a narrative explanation of each budget component which supports the costs of the proposed work. The spending plan should focus on how each item is required to achieve the proposed project goals and objectives. It should also justify how costs were calculated. The spending plan should be clear, specific, detailed, and mathematically correct.*

*The spending plan is one of the first places FMCSA reviews to confirm the allowability, allocability, necessity, reasonableness and consistent treatment of an item. A well-developed spending plan is an effective management tool; a plan that doesn't represent a project's needs makes it difficult to recommend for funding and assess financial performance over the life of the project.*

*The spending plan serves a number of critical functions:*

- *Describes your need for or necessity of an expense;*
- *Documents how reasonable the request is, conveys your judgment as well as the feasibility of the project in context of available and proposed resources.*
- *Helps FMCSA review high-risk cost items to decide funding.*

## 1 - Spending Plan: Personnel

### What different types of costs do I need to put in my Spending Plan?

Below is the spending plan. You may add additional lines to the table, as necessary. Remember to include clear, concise explanations in the narrative on how you came up with the costs and how the costs are necessary.

The Federal Share and State Share columns are not automatically calculated based on the Total Eligible Costs. These are freeform fields and should be calculated and entered by State users. You are not required to include 15 percent State share for each line item, including Overtime. You are only required to contribute up to 15 percent of the total costs, which gives you the latitude to select the areas where you wish to place your match.

Unlike in previous years' CVSPs, planned Maintenance of Effort (MOE) expenditures are now to be included in the spending plan narrative for FY 2017. Your planned MOE expenditures will be auto-populated into the Spending Plan from the narrative sections.

Personnel costs are your employee salaries working directly on a project. Include the number and type of personnel, the percentage of time dedicated to the project, number of hours in a work year, hourly wage rate, and total cost. It is not necessary to list all individual personnel separately by line. You may use average or actual salary and wages by personnel category (e.g., Trooper, Civilian Inspector, Admin Support, etc.). You may add as many additional lines as necessary to reflect your personnel costs.

The Hourly Rate column is where the State will enter the hourly pay rate that you have determined for each position.

If Overtime (OT) is going to be charged to the grant, please add the OT amounts that will be charged under the award (not to exceed 15% of the total award amount).

Identify the method of accounting used by the State: ☒ Cash ☐ Accrual

Allowable amount for Overtime (15% of total award amount without justification): \$1,896,114.00

Personnel Spending Plan Narrative								
Salary Information								
Position(s)	# of Staff	% of Time	Work Year Hours	Hourly Rate	Total Eligible Costs	85% Federal Share	15% State Share	Planned MOE Expenditures
MATCH personnel CR Trooper	5	100	2080	\$31.65	\$329,160.00	\$0.00	\$329,153.00	\$0.00
Trooper	19	100	1920	\$31.65	\$1,154,592.00	\$1,154,566.00	\$0.00	\$0.00
Sergeant	2	100	1920	\$39.57	\$151,948.80	\$151,936.00	\$0.00	\$0.00
Sergeant	1	100	1920	\$36.72	\$70,502.40	\$70,493.00	\$0.00	\$0.00
Captain	1	100	2080	\$50.87	\$105,809.60	\$105,818.00	\$0.00	\$0.00
Budget Coordinator (Full-time)	1	100	2080	\$27.40	\$56,992.00	\$56,976.00	\$0.00	\$0.00
Administrative Support (FT)	3	100	2080	\$21.68	\$135,283.20	\$135,229.00	\$0.00	\$0.00
Administrative Services Manager (PT)	1	100	1092	\$33.51	\$36,592.92	\$36,585.00	\$0.00	\$0.00
Data Entry Operator (PT)	1	100	780	\$30.95	\$24,141.00	\$24,138.00	\$0.00	\$0.00
Support Services Assistant (PT)	1	100	1092	\$17.14	\$18,716.88	\$18,717.00	\$0.00	\$0.00
MATCH Personnel Sergeant	1	100	2080	\$39.57	\$82,305.60	\$0.00	\$82,299.00	\$0.00
MATCH Personnel CMV Trooper	7	100	1920	\$31.65	\$425,376.00	\$0.00	\$383,142.00	\$41,582.00
MOE Personnel	21	100	1920	\$31.65	\$1,276,128.00	\$0.00	\$0.00	\$1,276,100.00
Administrative Support (FT)	1	100	520	\$21.67	\$11,268.40	\$11,269.00	\$0.00	\$0.00
<b>Sub-Total Salary</b>					<b>\$3,878,816.80</b>	<b>\$1,765,727.00</b>	<b>\$794,594.00</b>	<b>\$1,317,682.00</b>
Overtime Information								
Overtime	1	100	4063	\$47.33	\$192,301.79	\$192,134.00	\$0.00	\$0.00
<b>Sub-Total Overtime</b>					<b>\$192,301.79</b>	<b>\$192,134.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>TOTAL PERSONNEL</b>					<b>\$4,071,118.59</b>	<b>\$1,957,861.00</b>	<b>\$794,594.00</b>	<b>\$1,317,682.00</b>

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

#### PERSONNEL

Nineteen troopers, three sergeants and one captain work full-time on MCSAP eligible enforcement activities. Additionally, four full-time and three part-time (hourly-paid intermittent) civilian employees perform MCSAP eligible activities. The following tables highlight the personnel budget for FY 2017. The cost per hour entries are solely salary, not including fringe or employer related expenses. All salaries are expected to be reimbursed at 100%.

\*we anticipate hiring another full time civilian employee for Q4, we've budgeted only 520 hours for this employee.

#### Sworn Personnel

Personnel	Cost Per Hour	Number of Hours dedicated to MCSAP	TOTAL COSTS
19 Troopers	\$31.6493	1920	\$1,154,566
3 Sergeants	\$39.5667 (2)/\$36.7152 (1)	1920	\$222,429
1 Captain	\$50.8742	2080	\$105,818
			<b>\$1,482,813</b>

**Civilian Personnel**

Personnel	Cost Per Hour	Number of Hours dedicated to MCSAP	TOTAL COSTS
Budget Coordinator (full-time)	\$27.3923	2080	\$56,976
Office Coordinator (full-time)	\$21.6713	2080	\$45,076
Administrative Secretary (full-time)	\$21.6713	2080	\$45,076
Administrative Assistant (full-time)	\$21.6713	2080	\$45,076
Administrative Assistant (full-time)	\$21.6713	520	\$11,269
Admin Service Manager (part-time)	\$33.5024	1092	\$36,585
Data Entry Operator (part-time)	\$30.9452	780	\$24,138
Support Services Assistant (part-time)	\$17.1400	1092	\$18,717
			<b>\$282,913</b>

**Total expected MCSAP reimbursement for civilian and sworn personnel= \$1,765,726**

Expected reimbursement is budgeted at 100% percent. The 15% match component for the FY2017 MCSAP grant is comprised of salary, fringe, and indirect costs associated with one sergeant, five compliance review troopers, and seven state-funded commercial vehicle enforcement troopers. These funds remain segregated into a specific expense index and are kept separate from other CMV staff and expenses. Additional funds budgeted after Match requirement is met will contribute to MOE.

15% Match Personnel	Cost Per Hour	Number of dedicated hours	TOTAL COSTS
7 CMV Troopers	\$31.6493	1920	\$425,367
1 Sergeants	\$39.5667	2080	\$82,299
5 CR Troopers	\$31.6493	2080	\$329,153
Total Salary:			<b>\$836,819</b>
Required for 15% Match			<b>\$794,594</b>
Remainder after 15%			<b>\$42,225</b>

<b>OVERTIME</b>
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Forty troopers and seven sergeants will participate in approximately four eight-hour MCSAP eligible overtime enforcement details throughout the grant period. In addition, we budget for a small amount of unforeseen overtime activities including occasional add-on weekly OT activity hours at an average of 4 hours monthly each per trooper and sergeant.

Additionally, five full-time civilian employees are estimated to perform MCSAP eligible overtime activities at approximately 4 hours each per month. This additional overtime activity will be utilized for MCSAP eligible activities/work comprised of occasional special projects and/or backlog that was unable to be completed during the regular course of the work week. The following table highlights the overtime salary budget for FY 2017. The cost per hour entries are solely overtime salary, not including fringe or employer related expenses.

<b>Personnel</b>	<b>Cost Per Hour</b>	<b>Est. OT Hours</b>	<b>TOTAL COSTS</b>
40 Troopers – details	\$47.4740	1280 (40 @ 32 ea.)	\$60,767
7 Sergeants – details	\$59.3501	224 (7 @ 32 ea.)	\$13,294
40 Troopers	\$47.4740	1920 (40 @ 48 ea.)	\$91,150
7 Sergeants	\$59.3501	336 (7 @ 48 ea.)	\$19,942
4.25 Civilians (full-time)	\$34.22 (avg.)	204 (4.25 @ 48 ea.)	\$6,981
			<b>\$192,134</b>



**2 - Spending Plan: Fringe Benefits**

*Fringe costs are benefits paid to your 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, which will be entered as the projected leave expected to be accrued by the personnel listed within Narrative Section 1 – Personnel. Reference 2 CFR 200.431(b) for the proper management of leave expenditures. Include how the fringe benefit amount is calculated (i.e., actual fringe benefits, rate approved by HHS State Wide 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 costs of fringe benefits are allowable if they are provided under established written leave policies; the costs are equitably allocated to all related activities, including Federal awards; and, the 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, Federal Unemployment Tax Assessment, Medicare, State Unemployment Tax, and State Disability Insurance. 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 Narrative Section 1 and the base multiplied by the respective rate would give the total for each standard employer taxes. Workers' Compensation is rated by risk area. It would be permissible to enter this as an average, usually between sworn and unsworn, but any grouping that is reasonable and clearly explained in the narrative is allowable. Health Insurance and Pensions can vary greatly and it too can be averaged and like Workers' Compensation, can sometimes be broken into sworn and unsworn.*

Fringe Benefits Spending Plan Narrative						
Position(s)	Fringe Benefit Rate	Base Amount	Total Eligible Costs	85% Federal Share	15% State Share	Planned MOE Expenditures
MATCH personnel CR Trooper	112.47	\$329,153.00	\$370,198.38	\$0.00	\$370,198.00	\$0.00
Overtime	93.74	\$191,806.00	\$179,798.94	\$175,097.00	\$0.00	\$0.00
Trooper	112.47	\$1,154,566.00	\$1,298,540.38	\$1,298,540.00	\$0.00	\$0.00
Sergeant	112.47	\$151,936.00	\$170,882.42	\$170,882.00	\$0.00	\$0.00
Sergeant	112.47	\$70,493.00	\$79,283.48	\$79,283.00	\$0.00	\$0.00
Captain	112.47	\$105,818.00	\$119,013.50	\$119,014.00	\$0.00	\$0.00
Budget Coordinator (Full-time)	37.38	\$56,976.00	\$21,297.63	\$21,298.00	\$0.00	\$0.00
Administrative Support (FT)	37.38	\$146,498.00	\$54,760.95	\$54,761.00	\$0.00	\$0.00
Administrative Services Manager (PT)	19.36	\$36,585.00	\$7,082.86	\$7,083.00	\$0.00	\$0.00
Data Entry Operator (PT)	19.36	\$24,138.00	\$4,673.12	\$4,673.00	\$0.00	\$0.00
Support Services Assistant (PT)	19.36	\$18,717.00	\$3,623.61	\$3,624.00	\$0.00	\$0.00
MATCH Personnel Sergeant	112.47	\$82,299.00	\$92,561.69	\$0.00	\$92,562.00	\$0.00
MATCH Personnel CMV Trooper	112.47	\$425,367.00	\$478,410.26	\$0.00	\$430,890.00	\$46,768.00
MOE Personnel	112.47		\$0.00	\$0.00	\$0.00	\$1,481,997.00
Administrative Support (FT)			\$0.00	\$0.00	\$0.00	\$0.00
<b>Sub-Total Fringe Benefits</b>			<b>\$2,880,127.22</b>	<b>\$1,934,255.00</b>	<b>\$893,650.00</b>	<b>\$1,528,765.00</b>

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

#### FRINGE BENEFIT COST

Fringe benefits are a summation of the actual fringe benefits per employee (calculated to a percentage that is then applied to their regular salary.) Sworn employee ERE percentages include FICA/MEDICARE (7.65%), Retirement (82.96%), Worker's Compensation (2.26%), GITA (0.20%), Sick Leave (0.40%), Long Term Disability (0.27%) and Medical/Dental (18.73%). The total percentage equals 112.47%.

The fringe percentage for civilian personnel is 37.38% due to the difference in retirement contribution. Civilian full-time ERE percentages include FICA/MEDICARE (7.65%), Retirement (11.34%), Worker's Compensation (2.26%), GITA (0.20%), Sick Leave (0.40%), Long Term Disability (0.14%) and Medical/Dental (15.39%). The total percentage equals 37.38%

The fringe percentage for part-time civilians is 19.36%, which is the Agency's marginal ERE rate. Part-time hourly-paid employees are not eligible for most fringe categories including Medical and Dental. Consequently, a significantly smaller ERE percentage is incurred. Their ERE percentages include FICA/MEDICARE (7.65%), Worker's Compensation (2.26%), Retirement (9.25%), and GITA (0.20%). The total percentage equals 19.36%

The specific amount for the fringe benefit actual cost in each category will be included in each voucher.

Please see attached document "PAYROLL TAX TABLES AND EMPLOYEE AND EMPLOYER RELATED EXPENSE RATES" for substantiation of

fringe benefit rates.

Fringe rates are comprised of all employee related expenses including non-salary expenses such as medical and dental. Each employee can choose between plan providers, and EPO or PPO, and persons covered (employee only, employee + one, family). Each of these elections results in different agency incurred expenses for medical and dental. For grant funded employees, the actual expenses were tallied and used to calculate a percentage rate for budget purposes. Each program section will have a different percentage rate based on employee medical and dental selections. The sworn B&I medical and dental percentage is 18.73% and the sworn Border Enforcement percentage is 15.17%. The civilian B&I medical and dental percentage is 15.39% and the civilian Border Enforcement medical and dental percentage is 15.17%.

Sworn Personnel	Total Salary	Total Fringe (Salary x Fringe Rate)	FRINGE TOTAL COSTS
19 Troopers	\$1,154,566	\$1,298,540 (112.47%)	\$1,298,540
3 Sergeant	\$222,429	\$250,166 (112.47%)	\$250,166
1 Captain	\$105,818	\$ 119,014 (112.47%)	\$ 119,014
			<b>\$1,667,720</b>

Civilian Personnel	Total Salary	Total Fringe (Salary x Fringe Rate)	FRINGE TOTAL COSTS
4.25 Civilians (full-time)	\$203,474	\$ 76,059 (37.38%)	\$ 76,059
3 Civilians (part-time)	\$ 79,439	\$ 15,379 (19.36%)	\$ 15,379
			<b>\$91,438</b>

**Expected MCSAP reimbursement = \$1,759,158**

Expected reimbursement is budgeted at 100% percent. The 15% match component for the FY2017 MCSAP grant is comprised of salary, fringe, and indirect costs associated with one sergeant, five compliance review troopers, and seven state-funded commercial vehicle enforcement troopers. These funds remain segregated into a specific expense index and are kept separate from other CMV staff and expenses. Additional funds budgeted after Match requirement is met will contribute to MOE.

15% Match Personnel	Total Salary	Total Fringe (Salary x Fringe Rate)	FRINGE TOTAL COSTS
7 CMV Troopers	\$425,367	\$ 478,410 (112.47%)	\$478,410
1 Sergeants	\$82,299	\$ 92,562 (112.47%)	\$92,562
5 CR Troopers	\$329,153	\$370,198 (112.47%)	\$370,198
Total Salary:			<b>\$941,170</b>
Required for 15% Match			<b>\$893,650</b>
<b>Remainder after 15%</b>			<b>\$47,520</b>

#### OVERTIME FRINGE BENEFIT COST

Fringe benefits for overtime are charged at the Agency's Marginal ERE rate levels. Sworn employee ERE percentages include FICA/MEDICARE (7.65%), Retirement (82.96%), Worker's Compensation (2.26%), GITA (0.20%), Sick Leave (0.40%) and Long Term Disability (0.27%). The total percentage equals 93.74%.

Personnel	Total Salary	Total Fringe (Salary x Fringe Rate 93.74%)	FRINGE TOTAL COSTS
40 Troopers	\$151,917	\$142,407 (93.74%)	\$142,407
7 Sergeants	\$33,236	\$31,155 (93.74%)	\$31,155
			<b>\$173,562</b>

For civilian personnel the rates include FICA/MEDICARE (7.65%), Retirement (11.34%), Worker's Compensation (2.26%), GITA (0.20%), Sick Leave (0.40%) and Long Term Disability (0.14%). The total percentage equals 21.99%.

Personnel	Total Salary	Total Fringe (Salary x Fringe Rate 21.99%)	FRINGE TOTAL COSTS
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4.25 Civilians	\$6,981	\$1,535 (21.99%)	\$1,535
			<b>\$1,535</b>

**Expected MCSAP reimbursement = \$175,097**

**3 - Spending Plan: Travel**

*Travel costs are funds for field work or for travel to professional meetings. Provide the purpose, number of persons traveling, number of days, and estimated cost for each trip. If details of each trip are not known at the time of application submission, provide the basis for determining the amount requested.*

<b>Travel Cost Spending Plan Narrative</b>						
Purpose	# of Staff	Days	Total Eligible Costs	85% Federal Share	15% State Share	Planned MOE Expenditures
NAIC	4	5	\$5,400.00	\$5,400.00	\$0.00	\$0.00
CVSA IT Workshop	2	5	\$1,920.00	\$1,920.00	\$0.00	\$0.00
CVSA	5	10	\$16,965.00	\$16,965.00	\$0.00	\$0.00
Routine MCSAP Travel	70	2	\$79,000.00	\$79,000.00	\$0.00	\$0.00
Planning Meeting	4	4	\$3,700.00	\$3,700.00	\$0.00	\$0.00
Instructors - Level 1, OBP, Cargo Tank	2	30	\$9,000.00	\$9,000.00	\$0.00	\$0.00
OBP and Cargo Tank	4	10	\$4,800.00	\$4,800.00	\$0.00	\$0.00
Level 1	2	10	\$2,400.00	\$2,400.00	\$0.00	\$0.00
Operation Roadcheck	70	5	\$47,040.00	\$47,040.00	\$0.00	\$0.00
DIAP Conference	5	5	\$7,970.00	\$7,970.00	\$0.00	\$0.00
<b>Sub-Total Travel</b>			<b>\$178,195.00</b>	<b>\$178,195.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

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

**PROGRAM TRAVEL**

Routine MCSAP-related travel expenses include lodging and meal allowances for personnel participating in enforcement details, compliance reviews, outreach events, travel related to training required to maintain trooper status, as well as travel related to regional and national meetings. In addition to Operation Roadcheck, the agency conducts numerous "strike force" enforcement details involving most, if not all personnel assigned to Commercial Vehicle Enforcement. At least three of these enforcement mobilizations are conducted annually, which require travel expenses for 45 to 65 personnel participating. As part of the Departments CVSP, compliance reviews are conducted on intrastate carriers, which require travel within the state for CR personnel. Regional and national meetings include Department CMV enforcement supervisor meetings and FMCSA/MCSAP related meetings such as the annual MCSAP Planning Sessions and various meetings with FMCSA personnel. Troopers are required to participate in routine training occasionally to maintain their status. This type of training would include training such as qualifying shoots, rifle training, defensive tactics, fit testing, etc. Expected routine MCSAP-related travel expenses are estimated to be \$79,000 for FY2017. The following table provides estimated expenses:

Purpose	Estimated Amount
Enforcement details	\$60,000
Compliance Reviews	\$ 6,000
Meetings (intra and interstate)	\$ 6,000
Trooper Maintenance	\$ 6,500
Outreach events	\$ 500
<b>Total</b>	<b>\$79,000</b>

The Department participates in the Commercial Vehicle Safety Alliance and attends the alliance's bi-annual conferences. Travel to each Commercial Vehicle Safety Alliance Conference total approximately \$16,965 for five personnel to attend. This approximate total includes air fare/transportation, meals and incidentals, and lodging. The five personnel who attend are assigned to the following CVSA committees:

Committee Assignment
Region IV Representative
Program Initiatives Committee (voting member)
Training Committee (voting member)

Information Systems Committee (voting member)
HAZMAT COHMED (voting member)

We also send two administrative personnel to an annual CVSA IT Workshop. The total cost for this is \$1,920 including transportation, lodging, and meal.

MCSAP related training travel expenses include transportation, lodging and meals. While most training is conducted within the state, in some cases, training outside the state may be necessary. Estimated travel for four new troopers to attend Level 1 training, approximate cost for each to attend including meals and lodging is \$600, for an approximate total of \$2,400. Cargo Tank and Other Bulk Packaging courses will be held with 4 troopers attending each, at approximately \$600 each, for a total of \$4,800. Estimate two instructors per class 6 scheduled classes (Level 1, Cargo Tank, OBP) at \$750 each, for an approximate total of \$9,000. Grand Total estimated Training travel = \$16,200. Additionally, training conducted within the state, as scheduled by the CMV Training Coordinator, is conducted with Department trainers. Since the trainers instruct within the state, travel related funding is not reimbursed by the National Training Center (NTC).

Two Captains and two Budget Coordinators attend the annual MCSAP Planning Meeting. The Captains and the Budget Coordinators are cross trained as backups for all of the MCSAP grant programs which is why we choose to have them all to attend. The anticipated expenses for the Regional Planning Meeting are \$3,700 including meals, lodging, and airfare.

Operation Roadcheck involves all CMV enforcement personnel within the agency. Travel expenses associated with this major deployment total \$47,040. Approximately 70 sworn personnel participate in Operation Roadcheck which is held in Flagstaff. Only one MCSAP trooper is stationed there for regular duty, so all remaining personnel are in travel status for the duration of the detail. Lodging is \$112 per night for 4 nights (\$448 per person - \$31,360) meals/per diem is \$56 per person for 4 days (\$224 per person - \$15,680) for a grand total of \$47,040.

Each year, FMCSA coordinates and hosts a national DIAP conference, which provides commercial vehicle criminal interdiction training. This training greatly assists our troopers who are assigned to conduct commercial vehicle enforcement inspections as well as roadside interdiction throughout the state. This training is essential to the troopers' understanding the use of commercial vehicles in conducting criminal activity, how CMV's are sometimes used in the illegal transportation of cargo, and the dangers associated with these criminal organizations. We plan to send 5 troopers to the DIAP conference. Expenses include \$3,220 for lodging, \$1,750 for meals, and \$3,000 for airfare for a total of \$7,970.

Three troopers (top three finishers) and the Department's CMV Training Coordinator will travel to the North American Inspector Championship held annually. The training coordinator is the Arizona Inspector Championship Coordinator and is responsible to work at the national competition. The location of the championship changes from year to year. The approximate cost for each to attend is \$1,350, for an approximate grand total of \$5,400. This total includes air fare/transportation, meals and incidentals, and lodging.

Expected MCSAP Reimbursement = \$175,730

#### 4 - Spending Plan: Equipment

*Equipment costs only include those items which are tangible, nonexpendable, personal property having a useful life of more than one year and acquisition cost of \$5,000 or more per unit. Include a description, quantity and unit price for all equipment. If the expense is under the threshold of \$5,000 per item, it belongs under "Supplies". However, if your State's equipment threshold is below \$5,000, check the box and provide the amount of your equipment threshold.*

*The actual "Cost per Item" for MCSAP grant purposes is tied to the percentage of time that the team will be dedicated to MCSAP activities. For example, if you purchase a vehicle costing \$20,000 and it is only used for MCSAP purposes 50% of the time, then the "Cost per Item" in the table below should be shown as \$10,000. A State can provide a more detailed explanation in the narrative section.*

**Indicate if your State's equipment threshold is below \$5,000:** ☐ Yes ☒ No

If threshold is below \$5,000, enter threshold level:

Equipment Cost Spending Plan Narrative						
Item Name	# of Items	Cost per Item	Total Eligible Costs	85% Federal Share	15% State Share	Planned MOE Expenditures
Vehicles - Lease to purchase	19	\$10,816.00	\$205,504.00	\$205,500.00	\$0.00	\$0.00
<b>Sub-Total Equipment</b>			<b>\$205,504.00</b>	<b>\$205,500.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

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

#### EQUIPMENT

Over 40% of the DPS MCSAP fleet is due for replacement based upon the State's replacement schedule. The average age and mileage for this portion of the fleet is six years and 129,000 miles, and have exceeded their useful life per State policy. To help offset this problem, the Department will need to lease-to-purchase nineteen vehicles for conducting MCSAP related enforcement and activities. The lease-to-purchase price of the new vehicles, including police equipment buildup, is \$1,027,501 (\$54,079 ea.). The expense of the lease purchase will be spread over five years as per Arizona State Accounting policy. The cost per year for the lease purchase of the nineteen vehicles will be \$205,500.

This includes buildup costs for making them viable police/CVE vehicles. This equipment includes lights, sirens, cages, cargo mounts and containers, mounting equipment for laptop computer for inspections, etc.

**5 - Spending Plan: Supplies**

*Supplies are tangible personal property other than equipment (which can include laptop computers and printers). Include the types of property in general terms. It is not necessary to document office supplies in great detail (reams of paper, boxes of paperclips, etc.) A good way to document office supplies is to indicate the approximate expenditure of the unit as a whole. Do include a quantity, unit of measurement (e.g., month, year, each, etc.) and unit cost.*

*The actual "Cost per Item" for MCSAP grant purposes is tied to the percentage of time that the item will be dedicated to MCSAP activities. For example, if you purchase an item costing \$200 and it is only used for MCSAP purposes 50% of the time, then the "Cost per Item" in the table below should be shown as \$100. A State can provide a more detailed explanation in the narrative section.*

<b>Supplies Cost Spending Plan Narrative</b>							
Item Name	# of Units/Items	Unit of Measurement	Cost per Unit	Total Eligible Costs	85% Federal Share	15% State Share	Planned MOE Expenditures
Inspection Tools	1	various	\$3,750.00	\$3,750.00	\$3,750.00	\$0.00	\$0.00
Desktop Computer	2	each	\$1,350.00	\$2,700.00	\$2,700.00	\$0.00	\$0.00
Computer Supplies	1	various	\$40,000.00	\$40,000.00	\$40,000.00	\$0.00	\$0.00
Replacement Printers	20	each	\$80.00	\$1,600.00	\$1,600.00	\$0.00	\$0.00
Printer Cartridges	1087	each	\$35.21	\$38,273.27	\$38,267.00	\$0.00	\$0.00
General Office Supplies	4	each	\$5,045.00	\$20,180.00	\$20,180.00	\$0.00	\$0.00
Replacement Printers	2	each	\$379.00	\$758.00	\$758.00	\$0.00	\$0.00
Radar	10	each	\$1,842.00	\$18,420.00	\$18,420.00	\$0.00	\$0.00
<b>Sub-Total Supplies</b>				<b>\$125,681.27</b>	<b>\$125,675.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

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

<b>SUPPLIES</b>
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General office supplies for the Department's CVE/MCSAP unit total \$20,180. This includes paper, paperclips, staples, pens, file folders, organization items, office furniture, etc. We anticipate replacing up to four office chairs that are broken and worn out.

The Department is budgeting \$38,267 for printer cartridges for printers used for CMV inspections and MCSAP related reports.

Cartridge Type	No. of Units	Unit Cost	CARTRIDGE TOTAL COSTS
Laser Black M451DN	18	\$61.52	\$1,107
Laser Color M451DN	36	\$87.64	\$3,155
61XL CH563WN Black	270	\$24.62	\$6,647
61XL CH562WN Color	200	\$16.02	\$3,204
60XL CC641WN Black	16	\$30.72	\$491
60XL CC642WN Color	8	\$35.62	\$285
63XL F6U64AN Black	250	\$32.35	\$8,087
63XL 6U63AN Color	175	\$34.02	\$5,954
Q7560A Black	4	\$109.75	\$439
Q7561-63A Color	6	\$105.26	\$632
CC530A Black	4	\$90.52	\$362
CC531-3A Color	3	\$89.22	\$268
CE505A	4	\$65.05	\$260



Canon 210XL	40	\$16.49	\$660
Canon 211XL	20	\$20.24	\$405
Fax Cartridge TN400	16	\$135.52	\$2168
Fax Drum TN460	8	\$65.32	\$523
Q6000A Black	3	\$61.77	\$185
Q6001-3 A Color	6	\$67.43	\$405
Sales Tax			\$3,030
			<b>\$38,267.00</b>

Replacement printers (20 units), used for roadside inspections, will need to be purchased at a cost of approximately \$80 each for a total of \$1,600. We also need to replace two heavy use color laser jet printers which should cost \$379. A total of twenty two replacement printers will be purchased for a total of \$2,358.

Computer supplies for MCSAP related activities total \$40,000, which include replacement hardware, software, cables, MDC/laptop carry cases, power inverters and related equipment.

We will be replacing two older computer (approximately 4 & 5 years) for two of our administrative/budget staff. Total budgeted = \$2,700.

Inspection related supplies include items such as creepers, brake chamber tools, wheel chocks, ladders, and measuring devices. Much of these purchases will be replacing current worn or unusable equipment. Total cost should not exceed \$3,750.

We will be purchasing approximately 10 Radar units at \$1,842 each for a total cost of \$18,420.

**Expected MCSAP Reimbursement = \$125,675**

**6 - Spending Plan: Contractual**

*Contractual includes subgrants and contracts, such as consulting costs. Include the rationale for the amount of the costs. The narrative should provide the name of the subgrantee or vendor if known at the time that the application is being developed. If the name of the subgrantee or vendor is not known, enter "unknown at this time" and give an estimated time when it is expected. You do need to include specific contract goods and/or services provided, the related expenses for those goods and services, and how the cost of the contract represents a fair market value, which includes stating that the contract is procured through established state procurement practices. Entering the statement "contractual services" will not be considered as meeting the requirement for completing this section.*

*Contract means 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.*

*Subaward means 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. A subaward may be provided through any form of legal agreement, including an agreement that the pass-through entity considers a contract.*

*For applicants with subgrantee agreements: Whenever the applicant intends to provide funding to another organization as a subaward, the grantee must provide a narrative and spending plan for each subgrantee organization. The eCVSP allows applicants to submit a narrative and spending plan for each subgrantee. Provide a separate spending plan for each subgrant, regardless of the dollar value and indicate the basis for the cost estimates in the narrative.*

<b>Contractual Cost Spending Plan Narrative</b>				
Description of Services	Total Eligible Costs	85% Federal Share	15% State Share	Planned MOE Expenditures
Copier Maintenance Contract	\$3,688.00	\$3,688.00	\$0.00	\$0.00
<b>Sub-Total Contractual</b>	<b>\$3,688.00</b>	<b>\$3,688.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

**Enter detailed explanation of how you came up with the contractual costs:**

<b>CONTRACTUAL</b>
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Arizona Office Technologies, Inc. and Ricoh have been providing copier maintenance for our agency. We have current service agreements for two of the copiers and we lease a third large copier/scanner for our central office suite at headquarters. We estimate \$3,688 in maintenance and lease contracts for the three copiers used for MCSAP activities including estimated surcharges for contracted excess.

The MCSAP allocation for the copiers and printers described in this section is 100% MCSAP use.

The copiers we lease and have service agreements on are used by MCSAP personnel. Non-MCSAP personnel are provided with local printers on their desks at non-MCSAP, agency expense for their printing needs. There is an agency/state paid for copier for each floor designated for use by non-MCSAP personnel.

## 7 - Spending Plan: Other Costs

*Other direct costs do not fit any of the aforementioned categories, such as rent for buildings used to conduct project activities, utilities and/or leased equipment, employee training tuition, etc. You must include a quantity, unit of measurement (e.g., month, year, each, etc.) and unit cost. You must itemize ALL "Other" direct costs.*

*If the State plans to include O&M costs, details must be provided in this section and the costs included in the Other Costs area of the Spending Plan Narrative. Please indicate these costs as ITD O&M, PRISM O&M, or SSDQ O&M.*

**Indicate if your State will claim reimbursement for Indirect Costs:** ☒ Yes ☐ No If yes please fill in table below.

Item Name	Total Eligible Costs	85% Federal Share	15% State Share	Planned MOE Expenditures
Indirect Costs	\$980,655.00	\$475,616.00	\$206,475.00	\$347,836.00

Other Costs Spending Plan Narrative							
Item Name	# of Units/Items	Unit of Measurement	Cost per Unit	Total Eligible Costs	85% Federal Share	15% State Share	Planned MOE Expenditures
CVSA Decals	4	quarter	\$695.00	\$2,780.00	\$2,780.00	\$0.00	\$0.00
Conference Registration - CARE	1	each	\$450.00	\$450.00	\$450.00	\$0.00	\$0.00
DVER Printing	1	year	\$6,000.00	\$6,000.00	\$6,000.00	\$0.00	\$0.00
Postage	1	year	\$264.00	\$264.00	\$264.00	\$0.00	\$0.00
Risk Management Premium - Civilian	6	each	\$785.00	\$4,710.00	\$4,318.00	\$0.00	\$0.00
Risk Management Premium - Sworn	23	each	\$1,659.00	\$38,157.00	\$38,145.00	\$0.00	\$34,829.00
Miscellaneous Equipment Repair	1	each	\$400.00	\$400.00	\$400.00	\$0.00	\$0.00
Office Renovation - Minor	1	each	\$10,000.00	\$10,000.00	\$10,000.00	\$0.00	\$0.00
Inspection Seals	1	year	\$850.00	\$850.00	\$850.00	\$0.00	\$0.00
Communications - POE Landline	12	month	\$137.33	\$1,647.96	\$1,648.00	\$0.00	\$0.00
Communications - Air Cards	12	month	\$2,500.00	\$30,000.00	\$30,000.00	\$0.00	\$0.00
Communications - Cell Phones	12	Month	\$1,600.00	\$19,200.00	\$19,200.00	\$0.00	\$0.00
Vehicle Maintenance Per Month	12	month	\$1,975.00	\$23,700.00	\$23,700.00	\$0.00	\$0.00
Fuel in Gallons Per Month	12	month	\$7,600.00	\$91,200.00	\$91,200.00	\$0.00	\$0.00
Level II CVSA Membership	1	each	\$7,900.00	\$7,900.00	\$7,900.00	\$0.00	\$0.00
Conference Registration - CVSA IT Workshop	2	each	\$200.00	\$400.00	\$400.00	\$0.00	\$0.00
Conference Registration - CVSA	10	each	\$500.00	\$5,000.00	\$5,000.00	\$0.00	\$0.00
Training Manuals - HazMat	150	each	\$22.00	\$3,300.00	\$3,300.00	\$0.00	\$0.00
Training Manuals - Reg Books	400	each	\$13.95	\$5,580.00	\$5,580.00	\$0.00	\$0.00
Manuals - OOS Criteria	400	each	\$2.39	\$956.00	\$955.00	\$0.00	\$0.00
DIAP Conference Registration	6	each	\$250.00	\$1,500.00	\$1,500.00	\$0.00	\$0.00
<b>Sub-Total Other Costs</b>				<b>\$253,994.96</b>	<b>\$253,590.00</b>	<b>\$0.00</b>	<b>\$34,829.00</b>

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

**OTHER EXPENSES**

As the Lead MCSAP Agency, DPS is responsible for the initial training and on-going certification of nearly 400 inspectors across approximately 40 different state and local agencies. While it is our goal to increase these ranks, there are currently there are following number of certified CMV inspectors in the state:

Level I - 348

Level II - 5

Level III - 21

Level V - 0

Level VI - 9

PVI - 110

General HM - 140

HM Cargo Tank - 106

Training costs related to this certification effort include the purchase of Regulation Books, OOS criteria and HazMat Regulations. We've budgeted \$3300 for 150 spiral bound HazMat 49CFR 100-185 for , \$5,580 for 400 spiral bound Regulation Books, and \$905 for 400 glove box Regulation Books, for a total of \$9,835.

CVSA Decals cost \$0.28 each and the agency averages 2,350 decals purchased per quarter, for a total of \$658 per quarter, sales tax is \$37 per quarter, for a total of \$2,780 per year.

CVSA Conference registration is \$500 per person, per conference. As stated above in the Program Travel section, four personnel typically attend each CVSA conference due to their respective committee assignments. The total CVSA conference registration for the year is \$5,000. We also send two administrative personnel to the CVSA Technical Workshop with a \$200 registration fee for a total cost of \$400. One Sergeant attends the C.A.R.E conference with a registration fee of \$450. The total cost for all conference registration is budgeted for \$5,850.

Level II CVSA membership dues total \$7,900 for the year.

The Department purchases fuel in bulk and receives a reduced price rate. This helps reduce the amount of funding requested. Fuel consumption used to perform MCSAP activities will be tracked by the Department and billed to the grant. Each vehicle that was purchased with MCSAP funds is assigned a fuel card and all fuel purchases specific to that vehicle are billed to the grant. An itemized billing is provided every other month with fuel charges for MCSAP purchased vehicles listed. The average monthly MCSAP 2016, fuel cost was \$7,600. A monthly \$7,600 average cost x 12 months was budgeted for FY 2017. Total = \$91,200.

MCSAP vehicles will be maintained and repaired by the Department's Fleet Service Section. All vehicles will be maintained per the manufacturers' recommended services schedule. An itemized billing is provided every other month with maintenance charges for MCSAP purchased vehicles listed. Currently, there are a number of MCSAP purchased and maintained vehicles. The 14 vehicles budgeted for purchase will replace existing MCSAP purchased and maintained vehicles that have exceeded their useful life according to agency/state guidelines. In addition to the 14 vehicles intended for replacement, there are a number of vehicles not being replaced which will still require maintenance. New vehicles also require maintenance. We do not anticipate a change in the number of vehicles being maintained, just the age of some of the vehicles. Maintenance costs are estimated based on actuals for maintaining our MCSAP funded fleet the previous year. The average monthly cost for vehicle maintenance for FY 2015, is \$1,975. A monthly \$1,975 average cost x 12 months was budgeted for FY 2017. Total = \$23,700.

Training costs related to this certification effort include the purchase of Regulation Books, OOS criteria and HazMat Regulations. We've budgeted for 150 spiral bound HazMat 49CFR 100-185 for, 400 spiral bound Regulation Books, and 400 glove box Regulation Books.

The Department is requesting \$50,848 for communication expenses. These expenses include;

- 
- \$19,200 for mobile phones for roadside inspectors (CMV troopers, sergeants, captains)
- \$30,000 for air cards for transmitting inspections to SAFER and accessing FMCSA Portal (CMV troopers, sergeants, captain)
- \$1,648 for telephone line access at the Kingman, AZ Port of Entry. The Department Personnel assigned to that area of the state use office space within the Kingman POE as part of an agreement with Arizona Department of Transportation. This space allows Department CMV enforcement troopers access to office equipment/resources. The phone line is a dedicated line to DPS CMV enforcement personnel for enforcement related business.

Inspection seals for one year are approximately \$850.

Some minor alterations are planned for the CMV suite to expand work area for CMV personnel. Estimated cost of renovation is \$10,000. These costs are Direct Costs that will be specifically billed to CVE work unit and are not part of the Agency's Indirect Costs. (Build-out of additional doorway, minor cubicle remodel, etc.)

We've allocated \$400 for miscellaneous equipment repair. This includes repair of office equipment not covered by maintenance contracts or out of warranty. For example, the fax machines that receive faxed DVIRs are of advanced age and as such, have typically required maintenance during the grant year.

Risk Management insurance premiums per employee are calculated at a rate of \$1,658.50 for sworn and \$785 for civilian. Based on personnel assigned to MCSAP related activities, the Risk Management insurance premium is \$42,463. Risk Management insurance premiums are a direct expense and are not included in the calculation for Indirect Costs. Risk Management insurance is required by the Agency as all employees are required to be insured. Arizona is a self-insured state.

For Federal Fiscal Years 2013, 2014, and 2015 our average postage cost was \$264 per year. We are budgeting \$264 for FY2017 estimated postage.

We're requesting \$6,000 for printing of roadside inspection forms. The forms are used by troopers/inspectors not using ASPEN for inspection reports. The forms are disseminated to other troopers within the agency as well as to other agencies who conduct commercial vehicle inspections.

Registration for the DIAP Conference for the six troopers referred to under the travel section is expected to run \$1,500 (\$250 each for six troopers).

<b>INDIRECT COSTS</b>
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An Indirect Cost Proposal each year is generated and approved by the Department's cognizant agency each Fiscal Year. Our cognizant agency is the U.S. Department of Justice. The State's cognizant agency is the Department of Health and Human Services, and they approve the Statewide Cost Allocation Plan (SWCAP), which is used by the Department of Justice to prepare the Indirect Cost Proposal for our agency.

Though computed annually by the Department of Justice, the Indirect Cost Rate Proposal is generally not adopted for several months past its' effective start date, due to delays in state approval of the SWCAP. Oftentimes, this delay can take up to or beyond six months. We expect of have an approved Indirect Cost Rate sometime on or after February, 2017. The Indirect Cost Rate is applied to a base of salaries and fringe (ERE) and charged to our MCSAP grant along with the monthly salaries. The line item figure reflected in the budget uses the last U.S. Department of Justice approved rate of 12.22%. At this rate, estimated Indirect Cost charges will be \$475,616. Indirect Cost for Match should be \$206,475. Indirect Cost for MOE should be \$347,836.

**8 - Spending Plan****Instructions:**

The spending plan will be auto-populated from the relevant tables in the narrative. MOE is autopopulated from the Spending Plan Narrative sections. The Total Grant Expenditures column is automatically calculated based on the auto-populated Federal and State share amounts entered in the narrative tables.

<b>ESTIMATED Fiscal Year Funding Amounts for MCSAP</b>			
	85% Federal Share	15% State Share	Total Estimated Funding
Total	\$10,744,649.00	\$1,896,114.00	\$12,640,763.00

Allowable amount for Overtime (15% of total award amount without justification): \$1,896,114.00

Maximum amount for Non-CMV Traffic Enforcement (10% of Basic funding amount): \$437,241.00

<b>Personnel (Payroll Costs)</b>				
	85% Federal Share	15% State Share	Total Grant Expenditures	Planned MOE Expenditures
MATCH personnel CR Trooper	\$0.00	\$329,153.00	\$329,153.00	\$0.00
Overtime	\$192,134.00	\$0.00	\$192,134.00	\$0.00
Trooper	\$1,154,566.00	\$0.00	\$1,154,566.00	\$0.00
Sergeant	\$151,936.00	\$0.00	\$151,936.00	\$0.00
Sergeant	\$70,493.00	\$0.00	\$70,493.00	\$0.00
Captain	\$105,818.00	\$0.00	\$105,818.00	\$0.00
Budget Coordinator (Full-time)	\$56,976.00	\$0.00	\$56,976.00	\$0.00
Administrative Support (FT)	\$135,229.00	\$0.00	\$135,229.00	\$0.00
Administrative Services Manager (PT)	\$36,585.00	\$0.00	\$36,585.00	\$0.00
Data Entry Operator (PT)	\$24,138.00	\$0.00	\$24,138.00	\$0.00
Support Services Assistant (PT)	\$18,717.00	\$0.00	\$18,717.00	\$0.00
MATCH Personnel Sergeant	\$0.00	\$82,299.00	\$82,299.00	\$0.00
MATCH Personnel CMV Trooper	\$0.00	\$383,142.00	\$383,142.00	\$41,582.00
MOE Personnel	\$0.00	\$0.00	\$0.00	\$1,276,100.00
Administrative Support (FT)	\$11,269.00	\$0.00	\$11,269.00	\$0.00
<b>Subtotal for Personnel</b>	<b>\$1,957,861.00</b>	<b>\$794,594.00</b>	<b>\$2,752,455.00</b>	<b>\$1,317,682.00</b>

<b>Fringe Benefit Costs (Health, Life Insurance, Retirement, etc.)</b>				
	85% Federal Share	15% State Share	Total Grant Expenditures	Planned MOE Expenditures
MATCH personnel CR Trooper	\$0.00	\$370,198.00	\$370,198.00	\$0.00
Overtime	\$175,097.00	\$0.00	\$175,097.00	\$0.00
Trooper	\$1,298,540.00	\$0.00	\$1,298,540.00	\$0.00
Sergeant	\$170,882.00	\$0.00	\$170,882.00	\$0.00
Sergeant	\$79,283.00	\$0.00	\$79,283.00	\$0.00
Captain	\$119,014.00	\$0.00	\$119,014.00	\$0.00
Budget Coordinator (Full-time)	\$21,298.00	\$0.00	\$21,298.00	\$0.00
Administrative Support (FT)	\$54,761.00	\$0.00	\$54,761.00	\$0.00
Administrative Services Manager (PT)	\$7,083.00	\$0.00	\$7,083.00	\$0.00
Data Entry Operator (PT)	\$4,673.00	\$0.00	\$4,673.00	\$0.00
Support Services Assistant (PT)	\$3,624.00	\$0.00	\$3,624.00	\$0.00
MATCH Personnel Sergeant	\$0.00	\$92,562.00	\$92,562.00	\$0.00
MATCH Personnel CMV Trooper	\$0.00	\$430,890.00	\$430,890.00	\$46,768.00
MOE Personnel	\$0.00	\$0.00	\$0.00	\$1,481,997.00
Administrative Support (FT)	\$0.00	\$0.00	\$0.00	\$0.00
<b>Subtotal for Fringe Benefits</b>	<b>\$1,934,255.00</b>	<b>\$893,650.00</b>	<b>\$2,827,905.00</b>	<b>\$1,528,765.00</b>



Program Travel				
	85% Federal Share	15% State Share	Total Grant Expenditures	Planned MOE Expenditures
NAIC	\$5,400.00	\$0.00	\$5,400.00	\$0.00
CVSA IT Workshop	\$1,920.00	\$0.00	\$1,920.00	\$0.00
CVSA	\$16,965.00	\$0.00	\$16,965.00	\$0.00
Routine MCSAP Travel	\$79,000.00	\$0.00	\$79,000.00	\$0.00
Planning Meeting	\$3,700.00	\$0.00	\$3,700.00	\$0.00
Instructors - Level 1, OBP, Cargo Tank	\$9,000.00	\$0.00	\$9,000.00	\$0.00
OBP and Cargo Tank	\$4,800.00	\$0.00	\$4,800.00	\$0.00
Level 1	\$2,400.00	\$0.00	\$2,400.00	\$0.00
Operation Roadcheck	\$47,040.00	\$0.00	\$47,040.00	\$0.00
DIAP Conference	\$7,970.00	\$0.00	\$7,970.00	\$0.00
<b>Subtotal for Program Travel</b>	<b>\$178,195.00</b>	<b>\$0.00</b>	<b>\$178,195.00</b>	<b>\$0.00</b>

Equipment				
	85% Federal Share	15% State Share	Total Grant Expenditures	Planned MOE Expenditures
Vehicles - Lease to purchase	\$205,500.00	\$0.00	\$205,500.00	\$0.00
<b>Subtotal for Equipment</b>	<b>\$205,500.00</b>	<b>\$0.00</b>	<b>\$205,500.00</b>	<b>\$0.00</b>

Supplies				
	85% Federal Share	15% State Share	Total Grant Expenditures	Planned MOE Expenditures
Inspection Tools	\$3,750.00	\$0.00	\$3,750.00	\$0.00
Desktop Computer	\$2,700.00	\$0.00	\$2,700.00	\$0.00
Computer Supplies	\$40,000.00	\$0.00	\$40,000.00	\$0.00
Replacement Printers	\$1,600.00	\$0.00	\$1,600.00	\$0.00
Printer Cartridges	\$38,267.00	\$0.00	\$38,267.00	\$0.00
General Office Supplies	\$20,180.00	\$0.00	\$20,180.00	\$0.00
Replacement Printers	\$758.00	\$0.00	\$758.00	\$0.00
Radar	\$18,420.00	\$0.00	\$18,420.00	\$0.00
<b>Subtotal for Supplies</b>	<b>\$125,675.00</b>	<b>\$0.00</b>	<b>\$125,675.00</b>	<b>\$0.00</b>

Contractual (Subgrantees, Consultant Services, etc.)				
	85% Federal Share	15% State Share	Total Grant Expenditures	Planned MOE Expenditures
Copier Maintenance Contract	\$3,688.00	\$0.00	\$3,688.00	\$0.00
<b>Subtotal for Contractual</b>	<b>\$3,688.00</b>	<b>\$0.00</b>	<b>\$3,688.00</b>	<b>\$0.00</b>

Other Expenses				
	85% Federal Share	15% State Share	Total Grant Expenditures	Planned MOE Expenditures
CVSA Decals	\$2,780.00	\$0.00	\$2,780.00	\$0.00
Conference Registration - CARE	\$450.00	\$0.00	\$450.00	\$0.00
DVER Printing	\$6,000.00	\$0.00	\$6,000.00	\$0.00
Postage	\$264.00	\$0.00	\$264.00	\$0.00
Risk Management Premium - Civilian	\$4,318.00	\$0.00	\$4,318.00	\$0.00
Risk Management Premium - Sworn	\$38,145.00	\$0.00	\$38,145.00	\$34,829.00
Miscellaneous Equipment Repair	\$400.00	\$0.00	\$400.00	\$0.00
Office Renovation - Minor	\$10,000.00	\$0.00	\$10,000.00	\$0.00
Inspection Seals	\$850.00	\$0.00	\$850.00	\$0.00
Communications - POE Landline	\$1,648.00	\$0.00	\$1,648.00	\$0.00
Communications - Air Cards	\$30,000.00	\$0.00	\$30,000.00	\$0.00
Communications - Cell Phones	\$19,200.00	\$0.00	\$19,200.00	\$0.00
Vehicle Maintenance Per Month	\$23,700.00	\$0.00	\$23,700.00	\$0.00
Fuel in Gallons Per Month	\$91,200.00	\$0.00	\$91,200.00	\$0.00
Level II CVSA Membership	\$7,900.00	\$0.00	\$7,900.00	\$0.00
Conference Registration - CVSA IT Workshop	\$400.00	\$0.00	\$400.00	\$0.00
Conference Registration - CVSA	\$5,000.00	\$0.00	\$5,000.00	\$0.00
Training Manuals - HazMat	\$3,300.00	\$0.00	\$3,300.00	\$0.00
Training Manuals - Reg Books	\$5,580.00	\$0.00	\$5,580.00	\$0.00
Manuals - OOS Criteria	\$955.00	\$0.00	\$955.00	\$0.00
DIAP Conference Registration	\$1,500.00	\$0.00	\$1,500.00	\$0.00
<b>Subtotal for Other Expenses including Training &amp; Conferences</b>	<b>\$253,590.00</b>	<b>\$0.00</b>	<b>\$253,590.00</b>	<b>\$34,829.00</b>

Total Costs				
	85% Federal Share	15% State Share	Total Grant Expenditures	Planned MOE Expenditures
<b>Subtotal for Direct Costs</b>	<b>\$4,658,764.00</b>	<b>\$1,688,244.00</b>	<b>\$6,347,008.00</b>	<b>\$2,881,276.00</b>
Indirect Cost	\$475,616.00	\$206,475.00	\$682,091.00	\$347,836.00
<b>Total Costs Budgeted</b>	<b>\$5,134,380.00</b>	<b>\$1,894,719.00</b>	<b>\$7,029,099.00</b>	<b>\$3,229,112.00</b>