

# **DISTRICT OF COLUMBIA**

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

**Date of Approval: May 18, 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 District of Columbia's Motor Carrier Safety Assistance Program's mission at the Metropolitan Police Department (MPD) is aimed at enhancing highway safety by preventing Commercial Motor Vehicle (CMV) related crashes and ensuring safe, secure transportation of people and property by CMVs on the highways.

MPD is a police department managing its regular law enforcement duties in the District of Columbia. However, MPD is committed to achieving a set goal to reduce large truck and bus related fatalities by 2%. From the District Department of Transportation (DDOT) and Howard University's Traffic Safety Statistics Report ,an average of 25 fatalities per year was identified between 2011 and 2015. Therefore, the District plans to reduce that number by 2-3% for the next fiscal year.

From previous years, the fatality rate in the District has been consistently low. However, it is important to note that MPD will continue to work on reducing fatalities and their possible causes in the hope of producing meaningful and measurable results. Thus, an additional goal for the District is to reduce CMV collisions by 2-3%. Activities to accomplish this goal will be those highlighted in the National Program elements and will also include strike forces, and other motor coach safety initiatives such as Out-Of-Service (OOS) orders.

## 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 Metropolitan Police Department is the state agency in charge of enforcing Motor Carrier Safety laws and regulations in the District of Columbia. In addition to the laws pertaining to commercial vehicle safety, hazardous materials, the Controlled Substances Act and selected portions of the Criminal Code, MPD's Motor Carrier Safety Unit (MCSU) also enforces laws and regulations governing registration, tax compliance, size and weight, and over-dimensional loads. The District will collaborate with the Federal Motor Carrier Safety Administration (FMCSA) in the enforcement of federal requirements pertaining to registration and financial responsibility. The District of Columbia's 2017 Commercial Vehicle Safety Plan (CVSP) is structured in accordance with Section 350.211 (a) (2) of the Federal Motor Carrier Safety Regulations and FMCSA planning memorandum for FY17.

Table 1: Participating agencies and number of personnel supporting the program

Participating Agency	# Certified CMV Inspectors (Non-Sworn)	# Certified CMV Officers (Sworn)	# Sworn Officers supported by MCSAP Funds
Metropolitan Police Department - MCSU	5	1	6
<b>Total</b>	<b>5</b>	<b>1</b>	<b>6</b>

### 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:**

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

**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:**

## 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
10/01/2014	09/30/2015	2	0.16	0.08
10/01/2013	09/30/2014	5	0.16	0.08
10/01/2012	09/30/2013	7	0.16	0.08
10/01/2011	09/30/2012	3	0.16	0.08
10/01/2010	09/30/2011	6	0.16	0.08

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

Traffic Safety Statistics Report for the District of Columbia 2013-2015/FMCSA/MCMIS and Traffic Safety Statistics Report for the District of Columbia 2013-2015/FMCSA/MCMIS

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

A low number of fatalities per year were observed in the District, compared to what other states report on an annual basis. Nevertheless, MPD makes significant strides to minimize the average number of fatalities. Currently, State Safety Data Quality (SSDQ) is being addressed by the unit official in charge and MPD is on pace to achieving a good standing or "green" rating in all SSDQ categories prior to FY17. Also, one of the MPD investigators is currently being trained to assist with the SSDQ. The addition of support personnel is expected to reduce the timeliness of the response.

In addition, a separate SaDip grant is needed to help support, streamline and re-configure the uploading process of the current traffic crash reporting system. These actions, if enacted, are expected to improve the system by separating the data (including crash) on commercial carrier vehicles from other forms of transportation that are currently covered under the generic form in the system.

## 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:** Actual # Fatalities

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
10/01/2014	09/30/2015	0	0	0
10/01/2013	09/30/2014	0	0	0
10/01/2012	09/30/2013	0	0	0
10/01/2011	09/30/2012	0	0	0
10/01/2010	09/30/2011	4	4	0

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

Traffic Safety Statistics Report for the District of Columbia 2013-2015/FMCSA/MCMIS and Traffic Safety Statistics Report for the District of Columbia 2013-2015/FMCSA/MCMIS

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

A very low number of fatalities per year by motor coach/passenger transportation were observed in the District, compared what other states report on an annual basis. Large truck/ bus fatal crashes have not occurred since 2011. Furthermore, when reviewing the total number of motor coach crashes reported, it must be taken into consideration that under the Metropolitan Police Traffic Crash Reporting System, all crashes that involve the Metro Bus Transit System (public transportation system) are recorded as a motor coach crash. MPD is in the process of filtering the system to add Metro Buses as a separate classification in order to more accurately capture motor coach crashes and use them in future analysis.

No motor coach/passenger fatalities have been reported since 2011.



### 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
10/01/2014	09/30/2015	0	0	0
10/01/2013	09/30/2014	0	0	0
10/01/2012	09/30/2013	0	0	0
10/01/2011	09/30/2012	0	0	0
10/01/2010	09/30/2011	0	0	0

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

Traffic Safety Statistics Report for the District of Columbia 2013-2015/FMCSA/MCMIS and Traffic Safety Statistics Report for the District of Columbia 2013-2015/FMCSA/MCMIS

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

The District neither encounters HAZMAT traffic nor has it had significant events or crashes in the last several years involving HAZMAT. Within the past three years the District has not experienced any HAZMAT fatalities, which could be attributed to MCSAP officers' diligence in ensuring that carriers of such abide by all safety rules and regulations as required by law.

**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		
10/01/2014	09/30/2015	3069	
10/01/2013	09/30/2014	5031	
10/01/2012	09/30/2013	5240	
10/01/2011	09/30/2012	4424	
10/01/2010	09/30/2011	7190	



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



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

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

Data source: Records from DC MPD. Data on the number of citations or warnings were not readily available at the time of this submission. MPD is currently working with its crash database vendor to include the necessary fields for a more accurate crash reporting system.

## 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:**

Community Meetings Various community meetings were held within DC. Information was distributed and questions were answered to the community members regarding topics related to safety, health, environment, etc. In addition, the community members were asked to email their concerns to MPD. Finally, the unit took notes of the areas that were considered "problematic" by the community, especially those involving CMV restrictions in residential areas.

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

Address community's concerns on Commercial Motor Vehicles.

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

Survey results indicated that 89% of the community members feel safer in their neighborhoods. This number increased 14% compared to FY15.

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

These meetings were advertised through DC's Advisory Neighborhood Commissions (ANC). These allowed MPD to have a broad outreach for those who had concerns related to CMV's. In FY 2016, over 10 meetings were held with ANCs regarding issues with CMVs using restricted local routes.

#### Activity #2

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

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

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

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

#### Activity #3

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

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

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

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

## 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.**

Reduction of CMV-related crashes

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

Reduce CMV-related crashes annually by 2%

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

75%

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

#### Activity #2

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

CMV Safety Data Quality

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

By the end of FY17, MPD will improve its response timeline of Requests for Data Reviews (RDRs) to be within the FMCSA guidelines of 10 business days or less.

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

By having improved quality CMV-Safety data, MPD was able to determine the actual number of crashes occurring annually. This reduced the number of backlog CMV-related crash data by about 2% or more of the total number of backlogged data from the previous fiscal year.

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

## 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:**

Recent years have proven that the District of Columbia has consistently lowered crashes per 100 million miles traveled compared to the national average. In addition, the District recognizes that the low number of commercial vehicle-related fatalities annually is directly correlated to the District's geographical small size. Therefore, to sustain this annual low fatality and crash rate, the MCSAP grant will continue to help to enforce areas of the City identified as high crash corridors in prior CVSP's.

The following are targeted as high Crash Corridors within the District:

1) Pennsylvania Avenue, 2) New York Ave., 3) Georgia Ave. 4) North Capitol St. 5) Connecticut Ave. 6) Sixteenth St. 7) Wisconsin Ave. 8) Florida Ave. 9) Rhode Island Ave. 10) Benning Rd. 11) Southern Ave. 12) Bladensburg Rd 13) Constitution Ave. 14) New Jersey Ave.

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

07/01/2016

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

Traffic Safety Statistics Report for the District of Columbia 2013-2015/FMCSA/MCMIS and Traffic Safety Statistics Report for the District of Columbia 2013-2015/FMCSA/MCMIS

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

Crash Reduction Goal: 2%

**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.**

The District proposes to reduce truck and bus-related crashes and fatalities by 2%, compared to the previous year. The District of Columbia shall continue to focus on an interactive approach of identifying cause and effect leading to those crashes and the geographic regions where they occur. In the past, there has been proven success with MCSAP Officers concentrating on the statistically high crash corridors within city and subsequently reducing the number of crashes and fatalities.

The District's Crash Data System recorded the following number of crashes for the corresponding years. The data collected denotes all crashes that involve any vehicle used commercially i.e., Metro Bus, Taxi cab etc.; therefore, it is not directly reflective of commercial vehicles that the unit targets for inspection. The system is being upgraded to segregate the commercial passenger and commercial vehicle from those involving Metro Buses and Taxis.

**Table 8: CMV crashes per year (including Metro Bus, Taxi Cabs, etc.)**

Year	Number of Crashes
2012	3,084
2013	742
2014	985
2015	804

These numbers have decreased due to the impact of the MSU's enforcement and program activities, including other programs funded by FMCSA.

The District plans to continue its quarterly motor coach strike force inspections and to increase the enforcement on high crash corridors, work zones and around the ever increasing downtown tourist areas in the District. Also, the city will monitor and evaluate the effectiveness of its CMV crash reduction goal by evaluating the various crash data elements quarterly and annually.

**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.**

The District will maintain a proactive approach by reviewing inspection and crash statistics reports and continuing its outreach to the public during its annual safety events and interaction with carriers while assisting in highlighting the safest routes for CMVs through the city and during escorts. As in prior years, these measures may be used to identify shortfalls on a quarterly basis and adjust enforcement operations to achieve the performance objectives. Finally, the District will monitor its reduction goal by monitoring key statistics in the quarterly and annual reports.

## 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	Poor	Fair
Fatal Crash Completeness	Good	Good	Good
Crash Timeliness	Good	Poor	Fair
Crash Accuracy	Good	Poor	Fair
Crash Consistency	No Flag	Red Flag	No Flag
Inspection Record Completeness	Good	Good	Good
Inspection VIN Accuracy	Good	Good	Good
Inspection Timeliness	Good	Poor	Fair
Inspection Accuracy	Good	Good	Good

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

July 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	Deploying Core CVISN	No
PRISM	step 8	No
SSDQ	Poor	No

Data Sources:

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

MPD is currently not involved in these technology programs.

**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.**

As the source of the majority of reports related to traffic crashes in the District of Columbia, MPD has the primary responsibility for overseeing the collection and reporting accurate and timely safety data on CMVs to the Federal Motor Carrier Safety Administration (FMCSA). MPD is also an active participant on the interagency DC Traffic Records Coordinating Committee (TRCC), whose goal is to improve the quality of traffic crash data in the District of Columbia.

Within the past 2 years, MPD has not received a grant to support the improvement of the quality of the crash data and timely uploads into SAFETYNET and other programs. Due to the lack of personnel or resources to perform data audits, analysis and preparation of reports, MPD has been unable to meet its goal of improving the data quality and reporting requirements to FMCSA. As part of this funding initiative, MPD will engage Howard University to conduct a needs assessment for the improvement of crash data quality, especially for CMVs. This will include assessment of any needed enhancements to the current Traffic Crash Data Application as well as processes needed for approvals of crash reports. Howard University will continue to prepare annual CMV Crash Statistics Reports for dissemination.

Consequently, the District of Columbia's state rating is poor or fair in five out of the ten FMCSA's SSDQ measures due to its inability to verify the completeness and accuracy of the records uploaded, as well as the timeliness of their uploading to the system.

**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.**

Howard University will be engaged to conduct a needs assessment of the state of crash data quality for MPD. This needs assessment will involve one or more of the following:

- A review of the current automated crash reporting system will be conducted. This will include a review of the categories in the current PD-10 specifically for CMVs. Reported crashes involving Metro Buses and Taxis will also be reviewed.
- Howard University will also review the CMV inspection Reports, MPD officers data input processes, reviews of supervisors as well as all other processes that may potentially improve the quality of the crash data in DC.

**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 following are the performance measures that will be used to be undertaken by Howard University and the MPD Grant support staff:

- uploading all crash data within the 90-day to achieve an overall data improvement rating
- preparation of quarterly SF-PPR reports for MPD
- identify and address any problem areas identified in reference to the overall performance of each the three relevant areas related to CMV's SSDQs.

- prepare status reports for the needs assessment study for the crash data quality improvement

### 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.**

As the nation's capital, the District of Columbia is a common destination for charter and tour buses. During the high season, which runs from early April through July, it is estimated that motor coach visits to the District exceed 1,200 per year.

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

The MCSU shall maintain present levels of inspections by conducting a minimum of 2,500 motor coach inspections during FY2017. Further, the MCSU seeks to reduce Motor Coach crashes by 2% through its annual strike force campaigns in high volume tour bus areas. This can be monitored by the number of inspections that are conducted during the quarterly Motor Coach Strike Force Operations that specifically target the passenger carriers as they enter the high volume tourist areas of the city. The District has the ability to inspect large numbers of Motor coach and buses due to the fact that these modes of commercial travel and converge in the same general locations which are the tourist attractions in and around the National Mall.

***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.***

The District will continue mobile CMV enforcement utilizing 6 full-time MPD MCSU Certified Officers as well as officers assigned to the various police districts within the city to support the MCSAP program. The District will also participate in annual public education, awareness and behavioral change campaigns such as the Distracted Driver, Pedestrian Safety, and Street Smart programs. The goal is to continue to reduce crashes by 2% or 10 crashes based on an average of 518 crashes annually.

***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.***

Continuous review of the measurement of effectiveness based on inspection data compiled by the MCSAP Officers and subsequently entered into SAFETYNET. MPD will continue to use this proven process to assess its performance for FY17.

---

**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..**

---

**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.**

## 6 - State-Identified Objective (Optional)

### Instructions:

*Describe any other identified State-specific objectives.*

#### State Objective #1

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

Reduction of CMV-related crashes

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

Over the last 3 years, the District averaged 1,027 CMV-related crashes from FY13 to FY15. MPD will continue to use this process to assess their performance for FY17. MPD will continue to enforce identified high crash corridors to continue to enforce reduction in fatal and non-fatal CMV crashes by continuous daily enforcement and outreach. MPD occasionally escorts oversize and overweight vehicles and inspections them. The data on the frequency of such events are unavailable.

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

The program will continue to reduce CMV crashes annually by 2%. MPD's MCSU will continue enforcement operations using a combination of regular tour and overtime hours. The District's performance objective is to maintain or continue to reduce truck or bus related fatal crashes. The District shall focus on an interactive approach in maintaining its annual low number of CMV crashes and concentrate on identifying cause and effect leading to those crashes and thus educate the public and carriers to those safety concerns.

**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).**

Deployment of MCSAP Officers will be based on statistics from the District CMV Traffic Collision Fact Book 2013-2015. The data highlighted a greater number of CMV crashes are consistently reported between the hours of 8AM and 6PM, and approximately 45% of the CMV crashes resulting in injuries occurred during this period. Therefore, the District will deploy enforcement officers to perform daily enforcement and coordinate CMV crash reduction activities along these corridors to coincide with federal and local initiatives: Checkpoint Strike force; Street Smart,-and Distracted Driver and Ticketing Aggressive Cars and Trucks The MCU conducted the following number of inspections for the following years: Table 10: Number of inspections by MCU per year Year Number of Inspections 2012 4,424 2013 5,240 2014 5,031 2015 3,069 Regular enforcement shall continue on previously identified high collision / violation corridors. Overtime enforcement will be directed to respond to the changing patterns and routes with the rapid upswing in new construction in the down town business district.

##### **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 program performance measure will be based on monthly and quarterly review of crash data and statistics entered into MCMS. The Program Manager will assess and provide input to MCSAP officers if data is omitted or not being uploaded. Additionally, the manager will make suggestions in case there is a need to make personnel adjustments to cover specific corridors due to excess of crash activity in specific regions of the District. Also, MPD will make an effort to keep an accurate record of escorts and

inspection events.

## State Objective #2

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

CMV Safety Data Quality

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

The District has identified its previous problems and continues to take next steps to resolve timeliness of inspection and crash report uploads and other data input issues associated with DataQs. Accurate and timely inspections as well as crash and traffic enforcement data are essential to identify existing and potential problems. In prior years, the District of Columbia's overall state rating was poor in almost all nine FMCSA State Safety Data Quality measures due to crash data quality and inability to upload data in a timely fashion.

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

By the end of FY2017, the District anticipates to achieve a green or good overall rating. For crash data, the District proposes to achieve good ratings for all six of the crash measures to include crash consistency. For inspection data quality, MPD has consistently achieved a good rating over the last few years. With regard to DataQs, MPD continues to slowly improve on its response times. By FY17, MPD will consistently respond to Requests for Data Reviews (RDRs) within the FMCSA guidelines of 10 business days or less.

***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).***

With regard to the crash data, the District has uploaded backlogged data from prior years which has been the main source of the city's problem in terms of current data in the system. The District continues to make strides each year with improving input of all data on time. With data quality inspection, the District has generally been consistent. The data inspection over the last several years has been accurate; however, inspection report timeliness was a problem. The District currently has proposed automation of uploads and is working to finalize with IT support. Currently, the MCSU Sergeant, Program Manager and their support staff are tasked with the overall review, update, and submission of reports to FMCSA. Both are currently involved in finally clearing the backlog of DataQs in FY17. In addition, as addressed in section 3.2, the department was awarded a SaDIP grant to improve data quality on the reporting system 2 years ago.

### ***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 Program Manager will conduct quarterly evaluations and address any problem areas identified in reference to overall performance in each of the three relevant areas related to CMV's SSDQs. In addition, program staff will make adjustments as required while keeping FMCSA abreast of ongoing efforts as aggressive changes to ensure continuous improvements on the status of the crash data. Lastly, the actual number of reports uploaded will be used as the quantitative measure. The District's primary focus going forward during FY17 will be uploading of all crash data within the 90-day period to achieve an overall improvement rating going forward through FY17.



## 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 Metropolitan Police Department (MPD) is the state agency charged with enforcing motor carrier safety laws and regulations in the District of Columbia. In addition to the laws pertaining to commercial vehicle safety, hazardous materials, the controlled substances act and selected portions of the criminal code, MPD's motor carrier safety unit (MCU) also enforces laws and regulations governing registration, tax compliance, size and weight, and over-dimensional loads. The district collaborates with the federal motor carrier safety administration (FMCSA) in the enforcement of federal requirements pertaining to registration and financial responsibility.

#### 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:** DISTRICT OF COLUMBIA METROPOLITAN POLICE DEPARTMENT

**Enter the total number of certified officers in the Lead agency:** 6

FY 2017 Driver/Vehicle Inspection Goals					
	Estimated Performance Goal				
Inspection Level	Non-Hazmat	Hazmat	Passenger	Total	Percentage by Level
Level 1	650	0	670	1320	25.02%
Level 2	410	0	400	810	15.36%
Level 3	1570	0	1575	3145	59.62%
Level 4				0	0.00%
Level 5				0	0.00%
Level 6				0	0.00%
<b>Sub-Total Lead Agency</b>	<b>2630</b>	<b>0</b>	<b>2645</b>	<b>5275</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:	
Enter the total number of non-funded certified officers:	

**Summary**

Total FY 2017 Driver/Vehicle Inspection Goals For Lead, Funded and Non-Funded Agencies					
MCSAP Lead Agency: DISTRICT OF COLUMBIA METROPOLITAN POLICE DEPARTMENT					
# certified officers: 6					
Funded Agencies:					
# certified officers: 0					
Number of Non-Funded Agencies:					
# certified officers:					
	Estimated Performance Goal				
Inspection Level	Non-Hazmat	Hazmat	Passenger	Total	Percentage by Level
Level 1	650	0	670	1320	25.02%
Level 2	410	0	400	810	15.36%
Level 3	1570	0	1575	3145	59.62%
Level 4				0	0.00%
Level 5				0	0.00%
Level 6				0	0.00%
<b>Total ALL Agencies</b>	<b>2630</b>	<b>0</b>	<b>2645</b>	<b>5275</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 District will continue to target CMVs on all of the top CMV targeted crash corridors from prior year CVSPs and crash reports. The goal is to cite speeding, impaired and aggressive drivers. The objective is to increase aggressive driver enforcement citations by 25%. The District will deploy the six (6) Motor Carrier Safety Unit (MCSU) officers to conduct traffic enforcement in high frequency crash corridors on a rotating basis, in a manner that will be monitored by the CVSP Grant Manager and the MCSU Sergeant in order to provide consistent and even coverage of the corridors. The MCSU officers will monitor CMV traffic for driver violations. An impaired driving violation in conjunction with any of the other 19 violations noted in the MCMJS program does qualify as a roadside inspection (RI). CMV operators driving in an unsafe manner trigger enforcement activity to include roadside inspection. CMV speeding, aggressive/impaired driving, seatbelt and secure cargo violations are common and a threat to public safety. CMV drivers are aware that the MPDs MCSU patrol coverage is limited to the small size of its unit. Thus, by regular enforcement MCSU officers will not work only to reduce crashes but create a presence thereby encouraging the improvement of safety concerns of carriers, drivers and the general public.

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	5275
<input type="radio"/>	<input checked="" type="radio"/>	CMV without Inspection	
<input type="radio"/>	<input checked="" type="radio"/>	Non-CMV	
<input checked="" type="radio"/>	<input type="radio"/>	Comprehensive and high visibility in high risk locations and corridors (special enforcement details)	500

**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.**

**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**

**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.**

The District of Columbia does not participate in this program area at this time. As a result, with regard to CSA implementation, there is no CSA impact on current operations since MPD does not perform new entry safety audits/reviews or CSA Interventions.

**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).**



**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		
Passenger CSA On-Site Focused		
HM CSA On-Site Focused		
<b>CSA On-Site Focused Investigations Sub-total</b>	<b>0</b>	<b>0</b>
<b>CSA On-Site Comprehensive</b>		
Non-HM Cargo CSA On-Site Comprehensive		
Passenger CSA On-Site Comprehensive		
HM CSA On-Site Comprehensive		
<b>CSA On-Site Comprehensive Sub-total</b>	<b>0</b>	<b>0</b>
<b>CSA Investigations (all Types) Total</b>	<b>0</b>	<b>0</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>0</b>	<b>0</b>

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

#### 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.:**

As stated earlier, the District will continue to raise awareness annually for both pedestrians and CMV drivers of the dangers posed by CMVs and to highlight the problem of serious crashes involving turning CMVs and pedestrians at intersections. Over the past several years, the District has experienced seven fatalities and at least the same number of critically injured pedestrians in crosswalks struck by CMVs while making turns at intersections.

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 type="radio"/>	<input checked="" type="radio"/>	Carrier Safety Talks	
<input checked="" type="radio"/>	<input type="radio"/>	CMV Safety Belt Education and Outreach	2
<input type="radio"/>	<input checked="" type="radio"/>	State Trucking Association Meetings	
<input checked="" type="radio"/>	<input type="radio"/>	State-sponsored outreach events	2
<input type="radio"/>	<input checked="" type="radio"/>	Local educational safety events	
<input type="radio"/>	<input checked="" type="radio"/>	Teen safety events	

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

The District is currently developing a CMV Safety Belt Education safety campaign that will feature the encouragement of wearing seat belts on fixed, variable or dynamic message signs across the District including radio advertisements.

**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):**

The District will continue to examine the crash data from the annual DDOT Traffic Safety Statistics Report in order to assess the overall impact on crashes along specific corridors during and after the conclusion of the safety campaigns to quantify any reduction in crashes involving pedestrians and CMVs during that period. In addition, the Grant Manager and his/her support staff will continue to engage officers to log the amounts of calls involving outreach, education to the industry and public. Such activities will assist the MCSU in quantifying the effect of MPD efforts to ensure that drivers, carriers and the public are aware of regulations and laws.

<b>New Entrant</b>
--------------------

<b>1 - New Entrant Focus Area</b>
-----------------------------------

**Instructions:**

*The FAST Act consolidated several FMCSA grant programs. Interstate New Entrant safety audits, which were funded previously under a separate FMCSA grant program, are now a component of the MCSAP grant. The FAST Act affirms that conducting New Entrant safety audits is now a requirement to participate in the MCSAP. The Act also says that a State or a third party may conduct safety audits. If a State authorizes a third party to conduct safety audits on its behalf, the State must verify the quality of the work conducted and remains solely responsible for the management and oversight of the New Entrant activities. The Act allows a State to conduct Intrastate New Entrant Safety Audits at the State's discretion. However, States that choose to conduct intrastate safety audits must not negatively impact their interstate new entrant program.*

**Complete the following areas to describe your plan for this MCSAP focus area.**

**Goal:** Reducing the number and severity of crashes, injuries, and fatalities involving commercial motor vehicles by reviewing new entrant interstate and, at the State's discretion, intrastate motor carriers to ensure that they have effective safety management programs.

**Objective: Processing and Completing Safety Audits within the Statutory Time Limits**

- Entry date into the New Entrant program (as shown in FMCSA data systems) September 30, 2013 or earlier: safety audit must be completed within 18 months.
- Entry date into the New Entrant program (as shown in FMCSA data systems) October 1, 2013 or later: safety audit must be completed within 12 months for all motor carriers and 120 days for motor carriers of passengers.

**Enter New Entrant Agency:**

DC Metropolitan Police Department

**Strategies:** Include a description of the strategies that will be utilized in order to meet the program objective above. The applicant must provide any challenges or impediments you foresee that may prevent your successful completion of the objective.

MPD proposes to engage a contractor to manage the New Entrant (NE) Program and conduct Safety Audits (SA) of all new carriers to monitor drivers and carriers during their first 18 months on the road. This will ensure that they have the essential safety management practices in place. The safety audit, which will be conducted will be designed to ensure new entrant carriers have the knowledge and tools they need to operate safely and comply with state and federal regulations.

Due to the size of the District of Columbia, in relation the number of potential new entrants per year, the required applicable number of safety audits to be conducted in the DC will be determined (later) in consultation with FMCSA.

**Activity Plan:** A description of the activities the applicant believes will help achieve the objectives. If group audits are planned, include an estimate of the number of group audits.

**Performance Measurement Plan:** A description of how the applicant will measure progress toward meeting the objective, such as quantifiable and measureable outputs (staffing, work hours, carrier contacts, inspections, etc.). The measure must include specific benchmarks that can be reported on in the quarterly progress report, or as annual outputs.

**Critical Information Table: The following Critical Information Table (although not required) is provided below for your use to summarize the anticipated project activities.**

Summary of Anticipated Activities		
Number of Safety Audits/Non-Audit Resolutions	Interstate	Intrastate
# of Safety Audits (Onsite)	4	4
# of Safety Audits (Offsite)	7	8
<b>TOTAL Safety Audits</b>	<b>11</b>	<b>12</b>
# of Non-Audit Resolutions	0	0

## 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): \$169,433.00

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
MPD Officers	7	75	2080	\$43.22	\$471,962.40	\$451,658.55	\$163,758.99	\$72,857.10
MCSAP Supervisor	1	10	2080	\$56.74	\$11,801.92	\$32,152.70	\$5,674.01	\$12,142.90
Other payroll Costs/ Additional Gross Pay, longevity	7				\$0.00	\$47,146.62	\$0.00	\$15,000.00
<b>Sub-Total Salary</b>					<b>\$483,764.32</b>	<b>\$530,957.87</b>	<b>\$169,433.00</b>	<b>\$100,000.00</b>
Overtime Information								
Overtime		25	520		\$0.00	\$27,588.13	\$0.00	\$0.00
<b>Sub-Total Overtime</b>					<b>\$0.00</b>	<b>\$27,588.13</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>TOTAL PERSONNEL</b>					<b>\$483,764.32</b>	<b>\$558,546.00</b>	<b>\$169,433.00</b>	<b>\$100,000.00</b>

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

**Explanation:** The MCSAP Supervisor oversees most of the activities of the project. He spends 10% of his time implementing the MCSAP project, supervising staff, and conducting activities to meet the objectives of this project. Activities include: supervising daily operation of projects and staff, providing staff training/technical assistance, coordinating staff work schedule/assignments, ensuring data entry, tracking and following-up on procedures to meet quality assurance, and tracking policy to ensure compliance. There are 7 MPD Officers that will spend 75% of their time in MCSAP activities. These officers conduct roadside inspections to fulfill MCSAP reporting requirements. The salaries also include longevity pay.  
Salaries: \$483,766.40

Longevity Pay: 47,174.62

**Overtime:** Overtime is needed as part of the daily operations of MCSAP activities for Bus and Truck Inspections.

Total Cost \$27,588.13

Below please find the percentage of time breakdown per officer:

██████████ @ 10% \$11,802.98 / ██████████ @ 75% \$78,744.02

██████████ @ 75% 67,114.80

██████████ @75% 67,114.80

██████████ @75% 67,114.80

██████████ @75% 67,114.80

██████████ @ 75% 60,808.09

██████████ @ 75% 63,918.97

## 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
MPD Officers			\$0.00	\$0.00	\$0.00	\$21,515.57
MCSAP Supervisor			\$0.00	\$0.00	\$0.00	\$3,585.93
Overtime			\$0.00	\$0.00	\$0.00	\$0.00
Other payroll Costs/ Additional Gross Pay, longevity			\$0.00	\$0.00	\$0.00	\$0.00
<b>Sub-Total Fringe Benefits</b>			<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$25,101.50</b>

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

MPD WILL USE TOWARD THE MOE.

This is the example: Just an example the same one that was used last year. This information comes from MPD's Budget Book. Fringe benefits will not be charged to the MCSAP grant. MPD will absorb this and use this as the 15% match.

Below is an Example of how our Fringe rate is calculated.

TOTAL PERSONAL SERVICES Salary Fringe Rate Adjustments for OT.

Shift Diff. Leave payout \$338,080.878.

\$ 43,512,595.00

**Net Salary Subject to Fringe \$294,568,283.00**

ANNUAL LEAVE EARNINGS

Per Pay Period = 4, 6, and 8 hours

Average earnings per P.P 18/3=6

Hours work per P.P = 80

Average A.L. earnings per P.P 6/80 0.0750



## SICK LEAVE

Per pay period = 4 hrs.

Average earnings per P.P 4/80 0.0500

## HOLIDAYS

10 days or 80 hours

Average Holiday hour 0.0385

## Retirement: Fringe Benefit

Retire, DC Contribution, FICA \$294,568,283.00 \$104,200,000.00 0.3537

GROUP LIFE INSURANCE	"	\$313,272.00	0.0011
HEALTH BENEFITS	"	\$24,883,873.00	0.0845
Optical Plan		\$530,623.00	0.0018
Dental Plan		\$1,144,621.00	0.0039
Prepaid Legal		\$1,637,362.00	0.0056
Medicare		\$3,835,698.00	0.0130

TOTAL UNIFORMED FRINGE RATE **0.6270**

Fringe benefits will be used as part of the match. MPD can provide all documents needed as proof for the match requirement.

Fringe will not be charged to the grant: This is just an example of how MPD calculates the fringe rate. This is the same information that was submitted last year because an explanation was required.

**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.*

Travel Cost Spending Plan Narrative						
Purpose	# of Staff	Days	Total Eligible Costs	85% Federal Share	15% State Share	Planned MOE Expenditures
Training and Travel	9	23	\$14,885.00	\$14,885.00	\$0.00	\$0.00
<b>Sub-Total Travel</b>			<b>\$14,885.00</b>	<b>\$14,885.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

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

The total cost is a projected cost for all MCSAP training and also Training for the new officer assigned to Motor Carrier Unit.

**MCSAP GRANT MANAGEMENT CLASS**

Average cost of travel expenses to MCSAP Management Class

**1 Grants Management Specialist, Hotel and air fare @ an estimated cost of \$2,000.00 Total cost \$2,000.00**

**BENDIX BRAKE SCHOOL:**

3-DAYS CLASS COST \$300.00 PER MEMBER

**4 Officers, Class Cost @ \$300.00 each Hotel and air fare @ \$4,000.00 Total cost \$5,200.00**

**Bendix Brake Training School**

The Bendix Brake Training School is tailored to new and experienced technicians and features a curriculum that includes the fundamentals of compressed air; tactics for air system failure mode diagnosis and troubleshooting; and air brake system and foundation brake components, including air compressors, valves, foundation drum brake and air disc brakes. Conducted by the veteran ASE-certified Bendix team, this all-inclusive course incorporates description, operation, and service elements for the total range of components found within dual air brake systems. Additional topics covered include antilock braking systems (ABS), the SmarTire® tire pressure monitoring system, and stability technologies such as Bendix® ESP® Electronic Stability Program full stability system, and Bendix® Wingman® Advanced—a collision mitigation technology. In addition to classroom lectures and product cut-aways, visual aids are incorporated to demonstrate the components and related systems in each training class. All locations feature operational demonstration boards

**IPTM COMMERCIAL VEHICLE:**

Commercial Vehicle Crash Investigation - Level I

5-DAY CLASS COST \$795.00 PER MEMBER

**1 Officer, Class Cost @ \$795.00 Hotel and air fare @ \$1,000.00 Total cost \$1,795.00**

This intensive course will cover the unique characteristics of commercial motor vehicles and the special dynamics at play when one is involved in a collision.

Detailed information of the nomenclature and operation of commercial motor vehicles will provide you with a level of competence needed to have an adequate understanding of mechanical components, parts and pieces of the commercial motor vehicle and how they may factor into your investigation. To reinforce the concepts presented, you will conduct "hands-on" exercises and vehicle testing during the course.

**Topics include:**

- Tractor-trailer nomenclature
- Brake systems: configuration and operation
- Wheels, rims and tires
- Steering suspensions and frames
- Trailer coupling devices - fifth wheels
- Driver concerns - log books
- Vehicle components
- Center of mass determinations

- Skid mark measurements and speed analysis
- Jackknifing
- Rollover
- Vehicle dynamics in braking
- Weight shifting

**Prerequisite:** This course is designed for traffic crash investigators who have completed, at a minimum, IPTM's *At-Scene Traffic Crash/Traffic Homicide Investigation* course or its equivalent. You should have a good working knowledge of the techniques and applications of the formulas presented in the basic course, as the presentation of mathematical formulas will build upon techniques already used by investigators.

**Audience:** Law enforcement and private traffic crash investigators, claims adjusters, engineers, attorneys, safety officers, military investigative personnel, animators and graphic designers

*Course length: 40 hours*

### **ADVANCED COMMERCIAL VEHICLE INVESTIGATION**

5-DAY CLASS COST \$1,195.00 PER MEMBER.

**1 Officer, Class Cost @ \$1,195.00 Hotel and air fare @ \$1,000.00 Total cost \$2,195.00**

### **SECOND IN THE HEAVY TRUCK CRASH INVESTIGATION SERIES**

This course is designed to further enhance the knowledge and skills you acquired in IPTM's *Investigation of Commercial Vehicle Crashes* course. You will learn how to conduct a detailed analysis of commercial motor vehicle dynamics and its application to traffic crash reconstruction.

During this course, you will analyze the ABS air brake system by conducting tests to determine average air chamber pressure. You will also be shown how to determine the limits of axle weights based upon the location of center mass, as well as static-quasistatic and dynamic roll propensities.

#### **Topics include:**

- Kinetic energy - determining delta-V in central impacts
- ABS - Air Brake Systems
- Speed analysis using gear reduction ratios
- Low speed - high speed off-tracking
- Dynamic roll propensities
- Axle weight distribution - using equilibrium and free body diagrams
- Liquid load analysis

**Note:** You should bring a scientific calculator and, if available, an engineers scale along with a 30/60/90 degree triangle.

**Prerequisite:** You must have completed, at a minimum, IPTM's *Advanced Traffic Crash Investigation* and *Investigation of Commercial Vehicle Crashes* courses.

**Audience:** Law enforcement and private traffic crash investigators, claims adjusters, engineers, attorneys, safety officers, military investigative personnel, animators and graphic designers

*Course length: 40 hours*

### **Heavy Vehicle Electronic Control Module Data Use in Crash Reconstruction**

5-DAY CLASS COST \$1,195.00 PER MEMBER.

**1 Officer, Class Cost @ \$1,195.00 Hotel and air fare @ \$1,000.00 Total cost \$2,195.00**

### **THIRD IN THE COMMERCIAL VEHICLE CRASH INVESTIGATION SERIES**

This course will assist you with the forensic collection and analysis of event data that is available in Heavy Vehicle Electronic Control Modules (HVECM), also referred to as Heavy Vehicle Event Data Recorders (HVEDR).

During the training, you will learn how to analyze the data that is imaged from an HVECM and then apply the information to your investigation. We will explain the data that is available and can be imaged from commercial vehicles and conduct a detailed discussion of the various reports obtainable from Caterpillar, Cummins, Detroit Diesel, Mack/Volvo, International and other manufacturers.

Finally, we will image available vehicles and show you how to use and reconcile HVECM data with other methods of reconstruction analysis as well as examine and analyze the data to determine its validity.

#### **Topics include:**

- Accessing and imaging data using the recommended hardware and software
- Latest HVECM devices and available data, including but not limited to:
  - Detroit Diesel
  - Mercedes-Benz

- Cummins
- Caterpillar
- ABS, GPS and collision avoidance systems
- Determining the validity and reliability of HVECM data
- Applying the data to your investigation
- Reconciling data with other reconstruction analysis

**Prerequisite:** You must have successfully completed IPTM's *Advanced Traffic Crash Investigation* course, its equivalent, or have prior approval of the instructor.

**Audience:** Law enforcement and private traffic crash investigators, insurance fraud special investigators and claims adjusters, engineers, attorneys, safety officers, military investigative personnel, collision animation and simulation graphics users

*Course length: 40 hours*

### **Introduction to Heavy Vehicle Data Records**

3 DAY CLASS COST EST \$500.00

**1 Officer, Class Cost @ \$500.00 Hotel and air fare @ \$1,000.00 Total cost \$1,500.00**

This course will introduce you to electronic control modules (ECMs) and electronic programs from a variety of heavy truck engine manufacturers. You'll learn what event data records may be available for evaluation and their potential use in commercial vehicle crash reconstructions.

We will begin by reviewing what data and records the programs can retrieve from a vehicle's ECM, including imaging reports. We will then examine the current anti-lock braking, stability control, cruise control and collision avoidance systems and the data that may be recorded and present within those electronic systems as well as the reports that may be available. In addition, we will discuss the numerous communications-based platforms and add-on components that may be capable of providing data.

**Topics include:**

- Heavy vehicle electronic control modules (HVECMs) and programs
- Event data records available from HVECMs
- Use of event data records in crash reconstruction
- Braking, stability control, cruise control and collision avoidance systems data and reports
- Communications-based platforms data and reports

**Note:** This course does not include instruction, or the actual imaging, of heavy vehicle electronic control modules.

**Prerequisite:** You should have completed IPTM's 40-hour *Commercial Vehicle Crash Investigation – Level I* course, or its equivalent, and be familiar with program data recording concepts based upon truck components and operation.

**Audience:** Law enforcement and private traffic crash investigators, district attorneys, prosecutors, insurance fraud investigation specialists and claims adjusters, engineers, attorneys, safety officers, military investigative personnel, collision animation and simulation graphic programs users

*Course length: 24 hours*

#### 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
<b>Sub-Total Equipment</b>			<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

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

## 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.*

Supplies Cost 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
OfficeSupplies	1	1	\$1,400.00	\$1,400.00	\$1,400.00	\$0.00	\$0.00
<b>Sub-Total Supplies</b>				<b>\$1,400.00</b>	<b>\$1,400.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

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

**Explanation:** General office supplies include paper, printer ink, etc. for MCSAP Officers.

All office supplies are ordered on a as needed basis from a approved blanket purchase order agreement in accordance with with the District of Columbia procurement regulations.

This is general supplies that the division needs throughout the year.

#### **1. OFFICE SUPPLIES:**

MISC SUPPLIES FOR CMV INSPECTIONS: PENS,PAPER,NOTEPADS,FILE FOLDERS,STAPLERS,MARKERS.

$7 \times 200.00 = \$1,400.00$

**TOTAL: \$1,400.00**

There is no match for this line item.

## 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.*

Contractual Cost Spending Plan Narrative				
Description of Services	Total Eligible Costs	85% Federal Share	15% State Share	Planned MOE Expenditures
TBD	\$360,000.00	\$360,000.00	\$0.00	\$0.00
<b>Sub-Total Contractual</b>	<b>\$360,000.00</b>	<b>\$360,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

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

MPD will hire a contractor that will support MPD in the management of this grant and will be involved in addressing timely data uploads by all officers, prepare quarterly and annual reports, as well as other activities involving this grant. The team will also review Data Qs with the MCSAP Sergeant to reduce backlogged volume of requests. This will ensure the improvement of the current rating by the end of the FY17. Reviews of all documents for timely uploads during each quarter will allow the District to measure the progress and provide appropriate updates for future activities if required. Finally, the team will conduct quarterly evaluations and address problem areas identified in reference to overall requirements of this grant. The following is a summary of the tasks to be undertaken by the contractor.

- The contractor will provide support for all tasks related to this grant
- The contractor will conduct a needs assessment for the improvement of the quality of crash data in the District. This may involve several tasks including reviews of current data entry practice, timeliness and completeness of data uploads into the existing Records Management System, and review the crash data approval process at MPD.
- The contractor will address processes involving the preparation and reporting of CMV Inspections Reports' and the timeliness of responses to Requests for Data Reviews (RDRs).
- The contractor will review crash data Management Systems available in the United States and recommend changes (if any) to the current system being used by MPD

NO CONTRACTOR HAS BEEN HIRED FOR THIS GRANT YET. The solicitation for proposals will be posted on DC's Office of Contracts and Procurement's website after which proposals will be reviewed in accordance with State regulations.

**Total cost for Contractual: \$360,000.00**





**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				

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 Dues	1	1	\$5,300.00	\$5,300.00	\$5,300.00	\$0.00	\$0.00
Communication/ air cards, mobile phones, etc	1	1	\$9,000.00	\$9,000.00	\$9,000.00	\$0.00	\$0.00
Vehicle Repair and Maintenance	1	1	\$11,000.00	\$11,000.00	\$11,000.00	\$0.00	\$0.00
<b>Sub-Total Other Costs</b>				<b>\$25,300.00</b>	<b>\$25,300.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

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

Other Cost Budget Narrative			
Item Name	# of Units	Cost per Unit	Total Cost
CVSA Dues	1	\$5,300.00	\$5,300.00
Communications/Air Cards	1	\$9,000.00	\$9,000.00
Vehicle Repair and Maintenance	1	\$11,000.00	\$11,000.00

No matching funds are included in this section.

Communication Air/Card are for 7 officers this is an estimated cost per year:

**1. CVSA DUES:**

$$1 \times 5,300.00 = 5,300.00$$

**SUBTOTAL: 5,300.00**

**2. COMMUNICATIONS / CELL PHONES, AIR CARDS FOR SEVEN MEMBERS (7).**

$$1 \times 9,000.00 = 9,000.00$$

**SUBTOTAL: 9,000.00**

**3. VEHICLE MAINTENANCE AND REPAIR FOR SEVEN (7) TRUCKS**

$$1 \times 11,000.00 = 11,000.00$$

**SUBTOTAL: 11,000.00****TOTAL : \$25,300.00**

**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	\$960,121.00	\$169,433.00	\$1,129,554.00

Allowable amount for Overtime (15% of total award amount without justification): \$169,433.00

Maximum amount for Non-CMV Traffic Enforcement (10% of Basic funding amount): \$95,285.00

<b>Personnel (Payroll Costs)</b>				
	85% Federal Share	15% State Share	Total Grant Expenditures	Planned MOE Expenditures
MPD Officers	\$451,658.55	\$163,758.99	\$615,417.54	\$72,857.10
MCSAP Supervisor	\$32,152.70	\$5,674.01	\$37,826.71	\$12,142.90
Overtime	\$27,588.13	\$0.00	\$27,588.13	\$0.00
Other payroll Costs/ Additional Gross Pay, longevity	\$47,146.62	\$0.00	\$47,146.62	\$15,000.00
<b>Subtotal for Personnel</b>	<b>\$558,546.00</b>	<b>\$169,433.00</b>	<b>\$727,979.00</b>	<b>\$100,000.00</b>

<b>Fringe Benefit Costs (Health, Life Insurance, Retirement, etc.)</b>				
	85% Federal Share	15% State Share	Total Grant Expenditures	Planned MOE Expenditures
MPD Officers	\$0.00	\$0.00	\$0.00	\$21,515.57
MCSAP Supervisor	\$0.00	\$0.00	\$0.00	\$3,585.93
Overtime	\$0.00	\$0.00	\$0.00	\$0.00
Other payroll Costs/ Additional Gross Pay, longevity	\$0.00	\$0.00	\$0.00	\$0.00
<b>Subtotal for Fringe Benefits</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$25,101.50</b>

Program Travel				
	85% Federal Share	15% State Share	Total Grant Expenditures	Planned MOE Expenditures
Training and Travel	\$14,885.00	\$0.00	\$14,885.00	\$0.00
<b>Subtotal for Program Travel</b>	<b>\$14,885.00</b>	<b>\$0.00</b>	<b>\$14,885.00</b>	<b>\$0.00</b>

Equipment				
	85% Federal Share	15% State Share	Total Grant Expenditures	Planned MOE Expenditures
<b>Subtotal for Equipment</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

Supplies				
	85% Federal Share	15% State Share	Total Grant Expenditures	Planned MOE Expenditures
OfficeSupplies	\$1,400.00	\$0.00	\$1,400.00	\$0.00
<b>Subtotal for Supplies</b>	<b>\$1,400.00</b>	<b>\$0.00</b>	<b>\$1,400.00</b>	<b>\$0.00</b>

Contractual (Subgrantees, Consultant Services, etc.)				
	85% Federal Share	15% State Share	Total Grant Expenditures	Planned MOE Expenditures
TBD	\$360,000.00	\$0.00	\$360,000.00	\$0.00
<b>Subtotal for Contractual</b>	<b>\$360,000.00</b>	<b>\$0.00</b>	<b>\$360,000.00</b>	<b>\$0.00</b>

Other Expenses				
	85% Federal Share	15% State Share	Total Grant Expenditures	Planned MOE Expenditures
CVSA Dues	\$5,300.00	\$0.00	\$5,300.00	\$0.00
Communication/ air cards, mobile phones, etc	\$9,000.00	\$0.00	\$9,000.00	\$0.00
Vehicle Repair and Maintenance	\$11,000.00	\$0.00	\$11,000.00	\$0.00
<b>Subtotal for Other Expenses including Training &amp; Conferences</b>	<b>\$25,300.00</b>	<b>\$0.00</b>	<b>\$25,300.00</b>	<b>\$0.00</b>

Total Costs				
	85% Federal Share	15% State Share	Total Grant Expenditures	Planned MOE Expenditures
<b>Subtotal for Direct Costs</b>	<b>\$960,131.00</b>	<b>\$169,433.00</b>	<b>\$1,129,564.00</b>	<b>\$125,101.50</b>
<b>Total Costs Budgeted</b>	<b>\$960,131.00</b>	<b>\$169,433.00</b>	<b>\$1,129,564.00</b>	<b>\$125,101.50</b>

## Comprehensive Budget

*This Comprehensive Budget is a read-only document. It is a cumulative summary of the Spending Plans from each focus area by budget category.*

ESTIMATED Fiscal Year Funding Amounts for MCSAP			
	85% Federal Share	15% State Share	Total Estimated Funding
Total	\$960,121.00	\$169,433.00	\$1,129,554.00

- The Total Grant Expenditures exceeds the Total Estimated Funding. Please revise spending plan(s) to reflect an amount that is equal to or less than the Estimated Funding amount.
- The Total Federal Share budgeted does not equal 85% of the Total Grant Expenditures. Please revise the spending plan(s) to reflect an amount that is equal to 85%.
- The Total State Share budgeted does not equal 15% of the Total Grant Expenditures. Please revise the spending plan(s) to reflect an amount that is equal to 15%.

Cost Summary by Budget Category				
	85% Federal Share	15% State Share	Total Grant Expenditures	Planned MOE Expenditures
Personnel Total	\$558,546.00	\$169,433.00	\$727,979.00	\$100,000.00
Fringe Benefit Total	\$0.00	\$0.00	\$0.00	\$25,101.50
Program Travel Total	\$14,885.00	\$0.00	\$14,885.00	\$0.00
Equipment Total	\$0.00	\$0.00	\$0.00	\$0.00
Supplies Total	\$1,400.00	\$0.00	\$1,400.00	\$0.00
Contractual Total	\$360,000.00	\$0.00	\$360,000.00	\$0.00
Other Expenses Total	\$25,300.00	\$0.00	\$25,300.00	\$0.00
Total Costs				
	85% Federal Share	15% State Share	Total Grant Expenditures	Planned MOE Expenditures
Subtotal for Direct Costs	\$960,131.00	\$169,433.00	\$1,129,564.00	\$125,101.50
Indirect Costs	\$0.00	\$0.00	\$0.00	\$0.00
<b>Total Costs Budgeted</b>	<b>\$960,131</b>	<b>\$169,433</b>	<b>\$1,129,564</b>	<b>\$125,102</b>

**NOTE:** Total Costs Budgeted row: Federal Share value rounded down to nearest whole dollar and State Share value rounded up to the nearest whole dollar amount.

- The Total Grant Expenditures exceeds the Total Estimated Funding. Please revise spending plan(s) to reflect an amount that is equal to or less than the Estimated Funding amount.
- The Total Federal Share budgeted does not equal 85% of the Total Grant Expenditures. Please revise the spending plan(s) to reflect an amount that is equal to 85%.
- The Total State Share budgeted does not equal 15% of the Total Grant Expenditures. Please revise the spending plan(s) to reflect an amount that is equal to 15%.



## Annual Certification of Compatibility

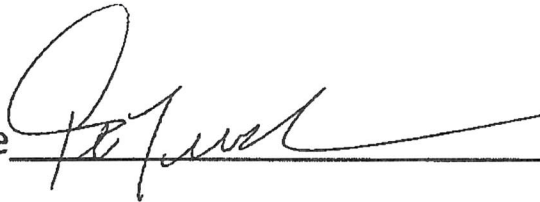
In accordance with 49.C.F.R., Part 350.331, as Chief of Police for the District of Columbia Police Department, I do hereby certify the District of Columbia's compatibility with appropriate parts of the Federal Motor Carrier Safety Regulations (FMCSR) and the Federal Hazardous Materials Regulations (FHMR as Follows:

Interstate Motor Carrier: and

Interstate Carriers.

There have been no laws enacted in the District of Columbia that affect commercial Motor Vehicles (CMV)

Signature

A handwritten signature in black ink, appearing to read 'Peter Newsham', written over a horizontal line.

Peter Newsham, Interim

Chief of Police

Date

10/24/16

## **FY 2017 Certification of MCSAP Conformance (State Certification)**

I, Interim Chief Peter Newsham on behalf of the District of Columbia as requested by the Administrator as a condition of approval of a grant under the authority of 49 U.S.C. § 31102, as amended, do hereby certify as follows:

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

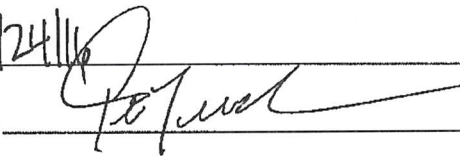


10. The State will ensure that CMV size and weight enforcement activities funded with MCSAP funds will not diminish the effectiveness of other CMV safety enforcement programs.
11. The State will ensure that violation sanctions imposed and collected by the State are consistent, effective, and equitable.
12. The State will (1) establish and dedicate sufficient resources to a program to provide FMCSA with accurate, complete, and timely reporting of motor carrier safety information that includes documenting the effects of the State's CMV safety programs; (2) participate in a national motor carrier safety data correction program (DataQs); (3) participate in appropriate FMCSA systems including information technology and data systems; and (4) ensure information is exchanged in a timely manner with other States.
13. The State will ensure that the CVSP, data collection, and information data systems are coordinated with the State highway safety improvement program under sec. 148(c) of title 23, U.S. Code. The name of the Governor's highway safety representative (or other authorized State official through whom coordination was accomplished) is Carole A. Lewis, Chief, Transportation Safety Branch, 55 M Street S.E. Suite 50, Washington, DC 20003
14. The State has undertaken efforts to emphasize and improve enforcement of State and local traffic laws as they pertain to CMV safety.
15. The State will ensure that it has departmental policies stipulating that roadside inspections will be conducted at locations that are adequate to protect the safety of drivers and enforcement personnel.
16. The State will ensure that MCSAP-funded personnel, including sub-grantees, meet the minimum Federal standards set forth in 49 CFR part 385, subpart C for training and experience of employees performing safety audits, compliance reviews, or driver/vehicle roadside inspections.
17. The State will enforce registration (i.e., operating authority) requirements under 49 U.S.C 13902, 31134, and 49 CFR § 392.9a by prohibiting the operation of any vehicle discovered to be operating without the required registration or beyond the scope of the motor carrier's registration.
18. The State will cooperate in the enforcement of financial responsibility requirements under 49 U.S.C. 13906, 31138, 31139 and 49 CFR part 387.
19. The State will include, in the training manual for the licensing examination to drive a non-CMV and the training manual for the licensing examination to drive a CMV, information on best practices for safe driving in the vicinity of noncommercial and commercial motor vehicles.
20. The State will conduct comprehensive and highly visible traffic enforcement and CMV safety inspection programs in high-risk locations and corridors.

21. The State will ensure that, except in the case of an imminent or obvious safety hazard, an inspection of a vehicle transporting passengers for a motor carrier of passengers is conducted at a bus station, terminal, border crossing, maintenance facility, destination, or other location where motor carriers may make planned stops (excluding a weigh station).
22. The State will transmit to its roadside inspectors the notice of each Federal exemption granted pursuant to 49 U.S.C. § 31315(b) and 49 CFR 390.32 and 390.25 as provided to the State by FMCSA, including the name of the person granted the exemption and any terms and conditions that apply to the exemption.
23. Except for a territory of the United States, the State will conduct safety audits of interstate and, at the State's discretion, intrastate new entrant motor carriers under 49 U.S.C. § 31144(g). The State must verify the quality of the work conducted by a third party authorized to conduct safety audits under 49 U.S.C. § 31144(g) on its behalf, and the State remains solely responsible for the management and oversight of the activities.
24. The State will fully participate in the performance and registration information systems management program under 49 U.S.C. § 31106(b) not later than October 1, 2020, or demonstrates to FMCSA an alternative approach for identifying and immobilizing a motor carrier with serious safety deficiencies in a manner that provides an equivalent level of safety.
25. In the case of a State that shares a land border with another country, the State may conduct a border CMV safety program focusing on international commerce that includes enforcement and related projects or will forfeit all MCSAP funds based on border-related activities.
26. In the case that a State meets all MCSAP requirements and funds operation and maintenance costs associated with innovative technology deployment with MCSAP funds, the State agrees to comply with the requirements established in 49 CFR 350.319 and 350.329

Date

Signature

10/24/16  




**FMCSA Administrative Capability Questionnaire (Self Certification Form)  
For State and Local Governments and Non-Profit Organizations**

**OVERVIEW**

State and local governments and non-profit organizations that receive Federal Motor Carrier Safety Administration (FMCSA) financial assistance funds are subject to the administrative and financial standards set forth in the relevant Code of Federal Regulation (CFR) sections and Office of Management and Budget (OMB) Circulars. The CFR sections and OMB Circulars that apply specifically to State and local government and non-profit organization recipients of Federal grant funds are:

- 2 CFR 215, "Uniform Administrative Requirements for Grants and Cooperative Agreement with Institutions of Higher Education, Hospitals, and Other Non-Profit Organizations (OMB A-110)"
- 2 CFR 220, "Cost Principles for Educational Institutions (OMB A-21)"
- 2 CFR 225, "Cost Principles for State, Local, and Indian Tribal Governments (OMB A-87)"
- 2 CFR 230, "Cost Principles for Non-Profit Organizations (OMB A-122)"
- 49 CFR Part 18, "Transportation – Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments (OMB Circular A-102 codified at 49 CFR Part 18)"
- OMB Circular A-133, "Audits of States, Local Government, and Non-Profit Organizations"

**PURPOSE**

The purpose of this questionnaire is to provide State and local governments and non-profit organizations seeking FMCSA grant funds with a tool to assess their ability to successfully manage Federal grant funds against administrative and financial standards. If an organization's policies and procedures do not fully comply with the requirements in the questionnaire, then the organization may need revised or new policies in order to comply with Federal financial management standards.

**SUBMISSION INSTRUCTIONS**

Complete and sign the questionnaire and include it as part of the organization's application for FMCSA grant funds. If your organization experiences challenges pertaining to submitting your Self Certification Form, it is recommended that your organization provide a hard copy to the Division Office who will deliver the Form to the Program Manager via email.

<b>PART I – Contact Information</b>		
1.	Legal name of your organization associated with the Dun and Bradstreet Data Universal Numbering System (DUNS) Number	Metropolitan Police Department
2.	DUNS Number	10-253-5650
3.	Address associated with your DUNS Number	300 Indiana Ave Washington D.C. 20001
4.	Employer Identification Number (EIN)	536001131
5.	Congressional District	
6.	Organization Phone Number	202-727-1914
7.	If applicable, please list any affiliated organizations that may influence actions related to the grant	N/A
8.	Name of the primary application point of contact (POC) for the grant(s)	Marvin L. Johnson
9.	POC Phone Number	202-727-2173
10.	POC E-mail Address	Marvinl.Johnson@dc.gov

<b>PART II – General Information and Assurances</b>		
1.	Is your organization in compliance with applicable Anti-Lobbying Policies included in Lobbying Form GG and, if applicable, the SF-LLL Disclosure of Lobbying Activities?	Yes
2.	Per the FMCSA Financial Assistance Agreement General Provisions and Assurances, did your organization confirm that neither your organization nor any key personnel listed in the application have been debarred or suspended from participation in Federal assistance programs?	Yes
3.	Does your organization have any findings related to violations of the Civil Rights Act, Age Discrimination Act, Americans with Disabilities Act, and other civil rights laws?	No
4.	Does your organization maintain a Drug-Free Workplace per the FMCSA Financial Assistance Agreement General Provisions and Assurances?	Yes

<b>PART III – Audit History</b>		
1.	Is your accounting system accrual based or cash based?	Accrual based
2.	Is your accounting system manual, automated, or a combination?	Combination
3.	Has an audit been performed on the organization's financial statement?	Yes
4.	What was the audit opinion?	Clean opinion
5.	If your organization has expended more than \$500,000 in Federal grant funds within the last year, has OMB A-133 Audit been performed?	Yes
6.	If yes, were there any major findings?	No
7.	In no, please explain why an audit was not performed.	N/A
8.	If your organization was subject to any other audits in the last two years (e.g., Office of Inspector General (OIG), Programmatic, State) please describe whether or not there were audit findings.	Yes; Department of Justice Audit (Asset Forfeiture): Re-class of revenue not related to program.

<b>PART IV – Administrative Capability</b>			
<b>Instructions:</b> Check the appropriate box to the right for each item. If your organization meets the requirement, check the box in the "Yes" column. If your organization does not meet the requirement described, check the box in the "No/Explain" column. If applicable, provide explanations in the "No/Explain" column or in an attachment.		<b>Yes</b>	<b>No/Explain</b>
<b>Financial Management</b>			
1.	Does your organization provide procedures for determining the reasonableness, allocability and allowability of costs in accordance with the applicable cost principles?	Yes	
2.	Provide for effective control and accountability for all grant cash, real and personal property, and other assets? (49 CFR 18.20(b)(3))	Yes	
3.	Provide accurate, current, and complete disclosure of the financial results of the financially assisted activities required by the financial reporting requirements of the grant? (49 CFR 18.20(b)(1))	Yes	



<b>PART IV – Administrative Capability</b>			
<b>Instructions:</b> Check the appropriate box to the right for each item. If your organization meets the requirement, check the box in the “Yes” column. If your organization does not meet the requirement described, check the box in the “No/Explain” column. If applicable, provide explanations in the “No/Explain” column or in an attachment.		<b>Yes</b>	<b>No/Explain</b>
4.	Permit preparation of reports required by the applicable statutes and regulations? (49 CFR 18.20(a)(1))	Yes	
5.	Permit the documentation of funds to a level of expenditure adequate to establish that funds have not been expended in violation of applicable statutes (49 CFR 18.20(a)(2))	Yes	
6.	Contain information pertaining to grant awards and authorizations, obligations, unobligated balances, assets, liabilities, expenditures, and income sufficient to identify the source and application of funds provided for financially-assisted activities? (49 CFR 18.20(b)(2))	Yes	
7.	Does your organization have an approved indirect cost rate with the Federal Government?	No	Sent indirect cost rate to federal government but did not receive a reply.
8.	Ensure that there is an indirect cost rate agreement approved by the organization’s cognizant agency that is applicable to the grant period?	N/A	
<b>Procurement Standards</b>			
1.	When procuring property, including equipment, and services under grants, does your organization’s contract administration system thoroughly document and inventory all equipment purchased with grant funds? (49 CFR 18.32(d)(1))	Yes	
2.	Provide controls to ensure safeguards against loss, damage or theft of the property? (49 CFR 18.32(d)(3))	Yes	
3.	Provide adequate maintenance of the property? (49 CFR 18.32(d)(4))	Yes	
4.	Follow written procurement procedures which (1) avoid unnecessary purchases; (2) provide an analysis of lease and purchase alternatives; and (3) provide a process for soliciting goods and services that maximizes competition to obtain good value? (49 CFR 18.32(d)(5))	Yes	
5.	Define equipment as property that is non-expendable, tangible personal property having a useful life of more than one year and is an acquisition cost valued at \$5,000 or the lesser of the capitalization level established by the State or local government? (2 CFR 225 Appendix B, 15.a.(2) and 2 CFR 230, Section 15.a.(2))	Yes	
<b>Personnel</b>			
1.	Does your organization maintain written standards of conduct governing the performance of employees engaged in the award and administration of contracts (e.g., conflict of interest forms)? (49 CFR 18.36(b)(3))	Yes	
2.	Does your organization maintain a personnel system which provides for the submission of personnel activity reports on the activities of each employee whose compensation is charged to an assistance agreement? (2 CFR 225 Appendix B, 8.h.(5) and 2 CFR 230 Appendix	Yes	

<b>PART IV – Administrative Capability</b>			
<b>Instructions:</b> Check the appropriate box to the right for each item. If your organization meets the requirement, check the box in the “Yes” column. If your organization does not meet the requirement described, check the box in the “No/Explain” column. If applicable, provide explanations in the “No/Explain” column or in an attachment.		Yes	No/Explain
	B, Section 8.m.)		
3.	Are your organization’s fringe benefits applied reasonably and consistently to all grants and identified by individual employee or allotted by a fringe benefit rate?	Yes	
<b>Sub-Award System</b>			
1.	Does your organization’s sub-award administration system meet Federal requirements? (OMB Circular A-133, Subpart D§ .400(d); 49 CFR Part 18)	Yes	
2.	Does your organization maintain written procedures outlining sub-grantee responsibilities and include: 1) clauses required by Federal statute and EO’s and their implementing regulations, and; 2) a provision for compliance with 49 CFR Part 18.42 in the sub-grantee agreement?	Yes	

## **PART V - CERTIFICATION AND SUBMISSION**

### **CERTIFICATION OF APPLICANT’S AUTHORIZED REPRESENTATIVE (REQUIRED):**

I certify that the statements I have made on this form and all attachments thereto are true, accurate, and complete. I acknowledge that any knowingly false or misleading statement may be punishable by fine or imprisonment or both under applicable law.

Name MARVIA L. JOHNSON

Title GRANTS PROGRAM MANAGER

Signature MARVIA L. JOHNSON

Date 11-2-16