

# **INDIANA**

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

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

**Final CVSP**

## Basic and Incentive Program Overview

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

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

#### Instructions:

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

***NOTE: Please do not include a discussion of any safety activities conducted under any other FMCSA focus areas such as New Entrant and Border Enforcement or the High Priority grant program. There are separate sections within eCVSP where information on the New Entrant and Border Enforcement focus areas will be entered. High Priority grant opportunities will be applied for outside the eCVSP system.***

Indiana is committed in reducing the number of fatal crashes involving commercial motor vehicles in an attempt to eliminate fatal crashes. The Indiana State Police Commercial Vehicle Enforcement Division (ISP-CVED) believes that identifying the crash causation factors and placing a high emphasis on those issues we will be most effective in reducing the amount of commercial motor vehicles involved in fatal crashes. Indiana's officers are trained and expected to always be diligent about removing impaired drivers from the roadways. Training on impaired driver recognition and the use of portable breath testers are a part of our program. Indiana also has committed its resources to other areas affecting the commercial vehicle industry such as illegal drug/human trafficking, detection of hazardous material violations, non-compliance with licensing and registration laws, enforcement of Federal Out-of-Service Orders, and size and weight enforcement.

## 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.**

State Law has identified the Indiana State Police as the agency responsible for enforcing Federal Motor Carrier Safety Regulations (FMCSRs) and the Hazardous Materials Regulations (HMRs). The Indiana State Police have been designated by the Governor of Indiana as the lead agency to participate in the Motor Carrier Safety Assistance Program (MCSAP) and has been since the program's inception.

MCSAP funds are used by the Indiana State Police within the Commercial Vehicle Enforcement Division. ISP-CVED utilizes the MCSAP Grant funds for salaries, fringe benefits, equipment purchases, training, and technology needed for the division to conduct its program activities. These activities consist of inspections, commercial vehicle traffic enforcement, compliance reviews, safety audits and education.

ISP-CVED is comprised of both Commercial Vehicle Enforcement Officers (CVEO) and Motor Carrier Inspectors (MCI). The CVEO's are law enforcement officers with full arrest powers. MCI's are authorized to enforce Federal Motor Carrier Safety and Hazardous materials regulations, conduct size and weight enforcement, enforce state laws pertaining to credentialing and licensing of commercial motor carriers and drivers. Statutorily, MCI's are considered law enforcement officers capable of conducting limited non moving traffic enforcement.

Currently, police personnel consist of one major, captain, lieutenant, first sergeant, 12 sergeants, and 55 troopers. 2 of the Sergeants and 4 of the Troopers are funded by MCSAP 100% due to the fact that they are involved in Compliance Review or other fundable activities full time. Indiana also funds 2 Sergeants at 100% for training and grant management. The remainder of the Sergeants and Troopers are either funded at 50% or a small group funded at 25% because their primary responsibility is with the State's School Bus inspection program.

MCI staffing consists of one administrator, one assistant administrator, five area coordinators, and 36 motor carrier inspectors. One of the area coordinators is responsible for all technology support as well as the States data quality management and is funded at 100%. 7 of the motor carrier inspectors are dedicated 100% of their time to New Entrant Carriers and their salaries and fringe benefits will be billed at 100%. The remaining MCI's are funded at 50%, their responsibilities also include operation of the State's fixed scales conducting size and weight enforcement.

All police and MCI personnel complete a daily activity report on SHIELD that allows for the coding of various activities. There are a number of MCSAP codes that will report hours of eligible activities. The amount of hours of eligible activities that exceed the funded percentage is used as MOE.

Indiana has 172 non-funded officers certified as Level III inspectors. This group of officers consists of troopers that are assigned road patrol and/or administrative duties. The inspections generated by these officers are used for MOE since their salaries, vehicles, and equipment are not grant funded.

The ISP-CVED's office is located in the same building complex adjacent to the Indiana Department of Revenue Motor Carrier Services Division (DOR). This allows for a "One-Stop Shop" for the Indiana motor carrier industry when obtaining licenses, registrations, and permits as well as dealing with safety regulation concerns. This also provides for more effective coordination between ISP-CVED and DOR, who together, are responsible for motor carrier enforcement and compliance. Having both agencies in close proximity has proven to be helpful with developing, managing, and coordinating the Compliance Review, development of an intrastate DOT program as part of the PRISM process, and managing oversize/overweight compliance.

### 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.
<input checked="" type="radio"/>	<input type="radio"/>		Provide basic training for roadside officers and inspectors to detect human trafficking.

**Enter explanation of activities:**

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

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

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

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

**Enter explanation of activities:**

## 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:** 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	136	115	121
10/01/2013	09/30/2014	127	87	116
10/01/2012	09/30/2013	111	120	92
10/01/2011	09/30/2012	146	126	123
10/01/2010	09/30/2011	147	109	129

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

MCMIS snapshot 6/24/2016. FY10 totals were from MCMIS 2014.

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

Regardless of what year and specific objective, Indiana's goal has been to reduce the number of crashes involving a commercial motor vehicle in an attempt to save lives. That has been constant and what has not been constant is the way Indiana has been measuring it.

A look back at previous CVSP's, Indiana had the following objectives:

In 2011 it was to reduce all CMV involved crashes by 5%

In 2012 it was to reach a Fatality Rate of a .121

In 2013 Indiana's goal was to reduce all CMV involved crashes involving fatalities and injuries by 2% from the previous year. In FY 2104 127 fatalities were reported that involved 146 vehicles. The data shows that there was a slight increase in the number of fatalities in FY2015, in which there were a total of nine more fatalities. The variety of objectives is an indicator of trying to always be in coordination with the goals of FMCSA, trying to be consistent with data that is available and sometimes data that is not available. During the years listed above there have also been numerous changes in who was writing the CVSP, collecting the data and reporting on the progress. Along with that there have also been changes in agency administration. Each administration will have their own emphasis on how to best use the agency resources.

One challenge is that even with most comprehensive and high visibility program, there will always be new drivers and carriers. These are drivers and carriers who have not benefited from experiences through enforcement or education that would influence their behaviors. There will always be environmental challenges like weather, construction and congestion. All of which will always be ever changing and offering different challenges.

Of the 121 fatal crashes that occurred in FY2015, a majority of the crashes involved a non-cmv where the driver of that non-cmv was listed as the primary contributing factor in the crash.

The objective for Indiana is to never have another death caused by a commercial vehicle. The more realistic objective is to have an inspection program that creates consistent and fair enforcement that will produce widespread compliance with the safety regulations, safe driving behaviors and drastically reduce the risk of death, injury or property damage due to crashes.

The biggest challenge is to determine how much of an effect could this program have with a constantly changing availability of resources in a constantly changing environment.

## 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	8	5	6
10/01/2013	09/30/2014	7	4	7
10/01/2012	09/30/2013	5	2	3
10/01/2011	09/30/2012	4	2	3
10/01/2010	09/30/2011	5	6	3

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

Data Source FMCSA MCMIS snapshot 4-29-2016

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

Indiana's goal for Passenger Transportation Safety for FY2015 CVSP was to only have 5 crashes resulting in a fatality. According to the MCMIS snapshot dated 5/27/2016, Indiana had six bus crashes that resulted in eight fatalities during FY2015. FY2016 there has been total of two bus crashes that resulted in two fatalities. A further analysis of one crash in FY2016 shows that it actually involved a school bus that was not placed in park which then ran over a pedestrian. School buses in Indiana are inspected under Indiana State Law and administrative rules but none of those efforts are funded under MCSAP.

Indiana has an active Compliance Review Squad and a Passenger Vehicle Inspection team. All members focus on all safety issues and non-compliance with passenger carriers.

Difficulties in meeting any objective that associates the number of fatalities or fatal crashes such as listed on the data chart above is that any increase or decrease in those numbers include a majority of incidents that would not be affected by MCSAP funded activities.

Indiana's efforts have kept crashes both fatal and non-fatal caused by a non-compliant or reckless carrier to zero.



### 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:** 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	3	0	3
10/01/2013	09/30/2014	2	0	2
10/01/2012	09/30/2013	4	0	4
10/01/2011	09/30/2012	7	0	3
10/01/2010	09/30/2011	7	0	7

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

Data Source, Indiana State Police ARIES crash report system 6-10-2016

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

An analysis of the fatal crashes involving a vehicle displaying Hazmat Placards has shown that from FY2011 through FY2015 there have been a total of 23 crashes. Of these the crashes, all but one had a driver issue determined as the primary contributing circumstance. One of the crashes, an animal or object was in the roadway. 13 of these crashes involved a non-cmv and the non-cmv driver was listed as being the primary contributing factor in the crash. 10 of the 23 crashes, the CMV driver was listed as the primary contributing factor.

Although Indiana conducts numerous inspections on CMV's that transport hazardous materials, and we have cited numerous violations for failure to abide by the Hazmat regulations. We have not discovered any violations of the Hazmat regulations that have contributed to any crash nor enhanced injury in anyway. Indiana's diligence with CMV traffic enforcement and Hazmat inspections has contributed to the fact that there are so few involved crashes and incidents.

FY 2015 Indiana had conducted 601 inspections involving a CMV with a cargo tank. Out of the 601 inspections that were conducted, 87 hazardous materials violations were found. From October 1, 2015 through June 30, 2016, 354 inspections have been conducted on a CMV with a cargo tank. Of those 354 inspections, 44 hazardous material violations were found. Of the 955 CMV's inspected that had a cargo tank, 14% of them had a hazardous materials violation found. Indiana will continue to inspect CMV'S with cargo tanks and enforce the hazmat regulations, in an attempt to reduce the number of cargo tank fatality crashes. It is Indiana's goal to train more inspectors that will be able to conduct more inspections involving cargo tanks.



**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	24154	22832
10/01/2013	09/30/2014	13274	7526
10/01/2012	09/30/2013	48026	47891
10/01/2011	09/30/2012	70357	70246
10/01/2010	09/30/2011	83197	77884



**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:***

Taken from ISP-CVED SafetyNet and ISP SHIELD (Trooper activity reports). The number of stops is not a statistic that is captured. Each stop would generate at least one citation or one warning. However some stops might generate multiple citations in addition to possibly one warning.

**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:**

ISP-CVED will conduct safety presentations at county and local fairs, state fairs, carrier terminals, and other onsite programs along with IMTA outreach programs throughout the state.

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

Goal is to conduct 350 safety programs on the various topics concerning the FMCSR's, HMR's as well as the safe operation of a commercial vehicle.

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

ISP-CVED has completed over 268 safety programs this year and has conducted two (2) of the motor coach programs thus so far. For CY 2015, CVED had conducted 491 safety programs.

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

At this time ISP-CVED has had no problems achieving the goals set forth. Actually,ISP-CVED will exceed more safety programs than the set goal

**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.**

Motor coach enforcement: Indiana's activity plan was to conduct curbside details at either the carriers place of business or at a destination point. Indiana would also participate in the nationwide Strike Force Detail and other roadside enforcement details.

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

ISP-CVED PVI goal was to reduce the seven (7) passenger carrier fatality crashes down to only five (5) for FY2015. Indiana's activity plan was to conduct a total of fifteen (15) details that would net 250 inspections.

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

Listed below are the stats from the FMCSA National Passenger Strike Force Detail held May 15 – 29, 2016. Details were conducted throughout the state at carrier terminals and destination locations. Also, working alongside with our counterparts at FMCSA and utilizing the PBBT machine. INSPECTIONS = 101 OOS VEHICLES/DRIVERS = 9 OOS VIOLATIONS = 12 TOTAL VIOLATIONS = 45 CVSA DECALS ISSUED = 78

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

Indiana has not encountered issues or obstacles.

## 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:**

Indiana is geographically located in the crossroads of interstate commerce. There are four (4) major east/west interstates that account for a vast majority of all east/west or west/east commerce in the US. These major highways lead to St. Louis, Mo, Columbus, OH and Cincinnati, OH, which is in very close to the border with Indiana. There are also two (2) major north/south interstates that accommodate traffic leading to/from the large cities of Chicago, IL, Detroit, MI and Louisville, KY which are both within close proximity to the State of Indiana. There are literally thousands of miles of US routes, State Routes and local city roads that are utilized by both interstate and intrastate CMV traffic every day. That is why Indiana has been given the nickname the Crossroads of America.

An analysis of Indiana's crash records on Commercial vehicles was conducted. Using the Indiana State Police Crash Records system (named ARIES) a query of all crashes involving a commercial vehicle and at least one injury or more was made for the years 2012 thru June 30, 2016. While looking for where the CMV crashes were occurring it was determined that the crashes are spread throughout the entire State. One element that was most significant was the breakdown of the Roadway Classification (see attached document labeled Roadway Class). This breakdown indicates that although the interstate accounts for a slightly higher percentage each year as a stand-alone category, it is in no way an amount that would justify only a concentration on those roadways. In fact the combination of US Route, State Road and City/Local Road account for the majority of the CMV crashes. Furthermore, the crash data indicates that the Rural vs. Urban areas are nearly equal with a slight majority of these crashes occurring in Urban areas (see attachment labeled Rural vs Urban)

When mapping these crashes out there was absent any specific area that had a high concentration that stood out from any other area. And for the counties that have a higher number of crash totals, there is nothing in the data that supports that higher frequency rate is caused by something specific to that area or by only those CMV's that only travel in those areas. In fact there is data on the CVSP Toolkit that indicates that Indiana has an Out-of State license holder involved in large truck and bus crashes on average 54.2% more than the National average (MCMIS data source, A&I CVP Toolkit, *Large Truck and Buses involved in Crashes 2012-2015*).

The analysis of Indiana's CMV crashes and the "Primary Factors" listed for these crashes indicates that over 71% of all crashes could be contributed to five (5) different categories that are all driver related. Those factors are Following too close, Disregarding a regulatory sign, Fail to yield and lane violations (combined left of center, ran off road to the right and unsafe lane movement). The attachment labeled "Crash Causation" shows the history and number of occurrences. Consistent with the national averages, approximately one-half of these crashes that involve a non-CMV vehicle are caused by actions of the non-CMV driver. In fact an analysis of all the CMV involved crashes resulting in a fatal was done. Each crash was analyzed to determine what the Primary Factor was that contributed to the crash and if the CMV driver was reported as the responsible participant. The analysis revealed that only 29% of these crashes were attributed to the CMV driver. The remaining were attributed to some driver issue on the part of the non-CMV operator.

These "Primary Factors" are what is causing the majority of our CMV crashes. Although distracted driving is also a factor it is not one that is often listed on the crash report as a Primary Factor. This is due mostly to the fact that it is often difficult to prove and is normally only documented as the primary factor when a statement is made by the driver indicating as such. Of the list of violations on "Crash Causation" attachment, nearly all of them would be a symptom or caused by a distracted driver.

Another explanation as to why a driver would not be able to maintain their lane of travel, but not easily determined by crash investigators are drivers not willing to admit, is driver fatigue. In CMV crashes where the driver goes left of center, off to the right or in and out of a lane are often accompanied by a post crash inspection shows the driver is in violation of an hours of service rule, driver fatigue or ill, or some alcohol and/or drug violation.

A query of Indiana's inspection activities from October 1 2012 through September 30, 2015 and specifically those inspections that were conducted as a part of a post-crash investigation was conducted. According to this information we conducted 3,127 post-crash inspections during the time frame located above. Approximately 25% of those post-crash investigation inspections have listed at least a violation of driver qualifications, hours of service, driving while ill/fatigued or under the influence or possession of alcohol/drugs. Currently for FY2016 till June 30, 2016, we have conducted 606 post-crash inspections. 24% of those post-crash inspections have listed at least a least a violation for driver qualification, hours of service, driving while ill/fatigued or under the influence or possession of alcohol/drugs.

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

07/05/2016

***Enter Data Source:***

Indiana State Police ARIES crash reporting program.

***Enter Crash Reduction Goal***

Indiana's goal is to reduce the number of CMV involved fatal crashes to 80 for FY2017. Indiana's fatal crashes involving a CMV in previous Federal Fiscal Years are as follows: FY 2012- 123 fatal crashes FY 2013- 92 FY 2014- 116 FY 2015- 121 FY 2016 there has been 37 fatal crashes involving a CMV and we are averaging 7.4 fatal crashes per month. Unfortunately if we continue to average 7.4 fatal crashes per month we would have approximately 88 fatal crashes for FY2016. Information is from (MCMIS) data snapshot as of 06/24/2016, including crash records through 02/29/2016. A five year average for fatal crashes, beginning with FY2012 and estimating approximately 88 fatal crash for FY2016 would be 108. That would be a reduction of 15 fatal crashes.

**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.**

Indiana will have 29 Motor Carrier Inspectors and 35 Troopers all funded by this grant at 50% that will spend their regular duty hours primarily focusing on reducing CMV crashes. It is our activity objective that these officers will dedicate over 52,000 hours toward this crash reduction objective.

Indiana will conduct a high visibility roadside traffic enforcement and inspection program. This program will focus on the five categories of Primary Contributing Factors listed in "Crash Causation" attachment. Troopers participating in this program will be expected to patrol for these violations and take appropriate enforcement in conjunction with at least a Level III traffic enforcement inspection but will also conduct either a Level I or Level II inspection when appropriate.

Motor Carrier Inspectors will take the proactive approach by conducting inspections ensuring that there is an intervention with drivers that are ill/fatigued, intoxicated, disqualified or in violation of their hours of service.

**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.**

Indiana will use their State Crash Report Data, ARIES, to report the total number of CMV related injury crashes and the number of those crashes listing one of the Primary Contributing Factors listed in the "Crash Causation" attachment. Each quarter the Grant Administrator will query the crash records and analyze for any increases/decreases in these factors or any other Primary Contributing Factor that might become apparent. Any adjustments to the types of violations that are being focused upon will be changed accordingly.

Each officer is required to complete a daily activity report (SHIELD) that has a specific code for reporting each day the number of hours spent on this activity. Each quarter the grant administrator will run a cumulative report to determine if sufficient time is dedicated to this program to at least meet the 50% level of funding.

Each quarter the Grant Administrator will report the total activities compiled from these activity reports. The Grant Administrator will do an analysis of these activity reports to identify any problems or issues that might affect the program's effectiveness.

The grant manager each month will pull a report listing the hours of each, number of inspections conducted, and any action



taken. The information will be then documented quarterly.

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

### Instructions:

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

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

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

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

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

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

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

May 27, 2016

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

Technology Program	Current Compliance Level according to FMCSA	Verification by State of Current Compliance Level
ITD	Core CVISN Compliant	Yes
PRISM	step 7	Yes
SSDQ	Good	Yes

Data Sources:

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

**Problem Statement Narrative: Describe any issues encountered for any SSDQ category not rated as "Good" in the Current SSDQ Rating category column above (i.e. problems encountered, obstacles overcome, lessons learned, etc.). If the State is "Good" in all categories, no further narrative or explanation is necessary. If your State's PRISM compliance is less than step 6, describe activities your State plans to implement to achieve full PRISM compliance.**

No issues all are green and or good.

**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.**

**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.**

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**3 - Passenger Carrier Enforcement**

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**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.**

**4 - Enforcement of Federal Out-of-Service Orders during Roadside Activities****Instructions:**

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

**Check this box if:**

☐ As evidenced by the data provided by FMCSA, the State identifies at least 85% of carriers operating under a federal Out-of-Service (OOS) order during roadside enforcement activities and will not establish a specific reduction goal. However, the State will maintain effective enforcement of Federal OOS orders during roadside inspections and traffic enforcement activities. If this box is checked, no additional narrative is necessary..

Enter your State's OOS Catch Rate percentage if below 85%:	75
Enter your State's OOS Catch Rate percentage if below 85%:	75
Enter your State's OOS Catch Rate percentage if below 85%:	75

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

Indiana's objective is to achieve a 100% capture rate on all OOS carriers. Indiana inspected four (4) OOS carriers last year. Of the four (4) OOS carriers, only three (3) OOS carriers were identified.

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

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

☐ **Conduct Driver and Vehicle Inspections (complete activity projections in the Commercial Vehicle Enforcement Activities section 1)**

☐ **Conduct Traffic Enforcement Activities (complete activity projections in the Commercial Vehicle Enforcement Activities section 2)**

☐ **Conduct Carrier Investigations [CSA] (complete activity projections in the Commercial Vehicle Enforcement Activities section 3)**

☒ **Conduct Effective Data Collection and Reporting (complete activities in the CMV Safety Program Objectives section 2)**

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

Indiana will maintain the policy that during each inspection a check on Query Central will be conducted to check the status of the carrier. Should for some reason connectivity or access to Query Central is not possible, the officer will contact the ISP dispatch center to perform an ACQ check on the carrier. The ACQ is through our State's IDACS system. If a carrier is found to be OOS then they will be placed OOS and the violation will be properly documented on the inspection report. Continual training, training memos and a major emphasis will be placed on following this policy to further identify such carriers.

***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.***

Indiana will check each quarter the OOS prism report to verify the OOS carriers are being identified and addressed. Indiana will check each quarter to monitor the percentage Indiana is identifying and addressing.

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**5 - Hazardous Materials Transportation Safety**

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**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.**

Performance Based Brake Testing

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

Currently the total number of inspections conducted with the performance based brake testers are at an all time low. Indiana has four Performance Based Brake Testers and three of them have been purchased from previous FMCSA grants. Out of the four performance based brake testers, one fixed brake tester at the Terre Haute scales is needing repairs. We have a second fixed unit and the other two break testers are portable units. Indiana has seen some success in the past with the use of this technology. During 2011 and 2012 when we were most active with this technology, Indiana was putting 34% of the vehicles tested OOS for brake issues. During this time period we received a great deal of feedback from carriers that began to take maintenance measures to meet compliance with the brake testing technology. See the chart attached and you can see that the number of OOS vehicles discovered by use of these brake testers. For FY2013 the number of OOS vehicles dropped to just under 27%. Although the percentage of compliant vehicles has remained at 27% for 2014. For CY 2015, Indiana had inspected 265 CMV's with the break testers with 65 CMV's being placed OOS. For the past five years, Indiana has inspected a total of 5,077 with the break testers and have placed 1,065 CMV's OOS. There are many reasons why the total of inspections are down. The set up and take down of the portable break testers is the number one complaint. Also the portable brake testers have environmental issues. The portable brake testers are not usually placed in areas that can prevent the equipment and personnel to be effected by the elements of the weather. One of the complaints about one of the portable break tester is it is not reliable. The break tester has a computer issue and the inspector is unable to perform the test. The last major complaint is that while attempting to perform the break tester, the operator of the CMV is not fully complying with the inspectors instructions, causing the break tester to give an invalid test and frustration on the part of the inspector. Also, it is also possible that the inspector is not coding his inspection correctly to get a true count of PBBT inspections.

Performance Based Brake Testers Year # of PBBT Inspections # of OOS Vehicles Percentage  
 2012 1,560 538 34%  
 2013 1,325 367 27%  
 2014 382 105 27%  
 2015 265 65 24%  
 2016 goal 600 30 or less 25% or less  
 Baseline 826 221 27%  
 Est. 2017 360 40 or less 11% or less

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

Indiana has the goal to increase the number of vehicles tested by 40% for FFY17 and improve the percentage of vehicles that have compliant brake performance. We have a goal for carriers to become compliant to the point that less than 25% of the vehicles tested will be placed out of service.

**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).**

Indiana will conduct a PBBT detail each quarter (4 times a year) and conduct performance based brake



tests on as many CMV's that we can test. We will only be using the one fixed unit that is located at the Richmond scale until the PPBT at Terre Haute scale is fixed. The two portable units will be used at various separate locations. The goal will be for each fixed unit to generate approximately 10 inspections each day and each portable unit will generate approximately 10 each day. There will be a complete level I inspection conducted in conjunction with the brake test. The four details conducted during the year will generate a goal of 360 total inspections.

***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.***

Each performance based brake test will be conducted with a Level I inspection. The inspection will be documented on an ASPEN Driver/Vehicle inspection report that has the PPBT tab activated so that the test results can be placed on the report. Each quarter the grant manager will run a report through our SAFETYNET system that shows all the inspections conducted on the detail dates that have a PPBT test and compare the number of OOS vehicles discovered. Performance Based Brake Testers Table Year # of PPBT Inspections # of OOS Vehicles Percentage 2012 1,560 538 34% 2013 1,325 367 27% 2014 382 105 27% 2015 265 65 24% 2016 goal 600 30 or less 25% or less Est. 2017 360 40 or less 11% or less

## 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.**

Indiana has seven (7) fixed fully operating facilities, with one facility being constructed in Seymour, which would total eight (8). All but one of these facilities has an inspection barn with walk under pits for conducting truck inspections. Two of these fixed facilities are also equipped with performance based brake testers. The performance based brake tester at the Terre Haute scale facility is broken and is needing to be repaired. These fixed locations also are equipped with weigh-in-motion and platform scales. Indiana staffs these facilities with our motor carrier inspectors who are responsible for achieving a goal of keeping these locations open up to twelve hours a day for five days a week. The motor carrier inspectors will take action on overweight commercial motor vehicles and conduct at least a level III North American Standard inspection in conjunction with the weight enforcement. Inspectors will also pull in commercial motor vehicles for inspection either randomly or due to some visual defect. Enforcement officers also frequent these fixed facilities to conduct inspections. Indiana will conduct at least one drug interdiction blitz at one of these facilities each year. There are thirty five (35) Commercial Vehicle Enforcement Officers (Troopers) that are assigned road patrol for CMV enforcement. These officers are funded at 50% and spend at least half of their activities conducting roadside inspections. They focus on Traffic Enforcement but also observe for and stop any visual violations of equipment, markings, registration or weight. These officers are spread throughout the State and there are multiple units assigned within the more populated regions that have more CMV traffic.

#### 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:** INDIANA STATE POLICE

**Enter the total number of certified officers in the Lead agency: 279**

FY 2017 Driver/Vehicle Inspection Goals					
	Estimated Performance Goal				
Inspection Level	Non-Hazmat	Hazmat	Passenger	Total	Percentage by Level
Level 1	6500	482	18	7000	12.03%
Level 2	15000	895	5	15900	27.34%
Level 3	35000	0	40	35040	60.24%
Level 4	75	0	0	75	0.13%
Level 5	75	0	75	150	0.26%
Level 6	0	0	0	0	0.00%
<b>Sub-Total Lead Agency</b>	<b>56650</b>	<b>1377</b>	<b>138</b>	<b>58165</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**

<b>Total FY 2017 Driver/Vehicle Inspection Goals For Lead, Funded and Non-Funded Agencies</b>					
<b>MCSAP Lead Agency: INDIANA STATE POLICE</b>					
<b># certified officers: 279</b>					
<b>Funded Agencies:</b>					
<b># certified officers: 0</b>					
<b>Number of Non-Funded Agencies:</b>					
<b># certified officers:</b>					
	<b>Estimated Performance Goal</b>				
Inspection Level	Non-Hazmat	Hazmat	Passenger	Total	Percentage by Level
Level 1	6500	482	18	7000	12.03%
Level 2	15000	895	5	15900	27.34%
Level 3	35000	0	40	35040	60.24%
Level 4	75	0	0	75	0.13%
Level 5	75	0	75	150	0.26%
Level 6	0	0	0	0	0.00%
<b>Total ALL Agencies</b>	<b>56650</b>	<b>1377</b>	<b>138</b>	<b>58165</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.*

Indiana has 55 enforcement officers that are funded at some percentage by the MCSAP grant. Each of these officers are trained to conduct North American Standard inspections and have full State traffic law enforcement authority. None of these officers are dedicating 100% of their time on traffic enforcement. 19 of these officers conduct inspections to maintain certification and spend most of their time conducting the State school bus inspection program and are only 25% funded by MCSAP. Indiana also has 172 additional officers that are not funded by MCSAP but do have certification to conduct roadside inspections. The majority of these officers are assigned road patrol duties in the different agency districts and conduct traffic enforcement inspections as a part of Indiana's MOE. There are 36 motor carrier inspectors that do not have full traffic enforcement authority but do however contribute to Indiana's traffic enforcement efforts by focusing on seat belt usage, handheld mobile phone usage and use of a RADAR detector. Indiana does not assign officers to patrol a specific "corridor" or time of day or day of the week. In the past, Indiana has been recognized as having one of the most effective programs in the nation. This has been largely due to the fact that we not only have a high output of these types of inspections but because of the violations that we target. Indiana uses our State's crash record system to identify the "Primary contributing factor" trends in CMV related crashes. The most common factors are then reported to officers in the field as the emphasis for their enforcement efforts. Each officer is trained and understands that the emphasis is to discover one of these violations that are the contributing factors in the majority of our crashes and to conduct at least a Level III North American Standard inspection in conjunction with this traffic stop. ARIES data shows the most frequent crash causation factors for CMV's resulting in an injury are shown in the attached table. Utilizing this data Indiana's CVEO's will be able to target those high crash causation factors on Indiana roadways and to spend 85 hours a month targeting the crash causation factors listed in table below. Indiana will also require our Bus inspectors spend at least 15 hours a month targeting the crash causation factors listed below in Table A. TABLE A: 392.2FC – Following too close 392.2C – Failure to obey traffic control device 392.2LC – Improper lane changes 392.2S – Speeding 392.2Y – Failure to yield right of way 392.3 – Operating a CMV while ill or fatigued 392.16 – Failing to use safety belt while operating a CMV 392.71A – Using/equipping CMV with a radar detector 392.80-Texting While Driving 392.82-Cell phone in use in CMV ISP-CVED is not limiting the officers to specific corridors, dates and times, as CMV and Non-CMV crashes happen all over the state at various times, locations, and in multiple situations. Indiana will have CVEO(36)Troopers patrol 85 hours a month targeting crash causation factors on any road in Indiana, construction zones, school zones, and any other area that a CMV or Non-CMV accident may occur. ISP-CVED also has School Bus Units (19) that will also be required to patrol the same areas for 15 hours a month. ISP-CVED will also offer the officers the opportunity to work an overtime project, Voluntary Inspection Program (VIP), to assist with traffic enforcement to help reduce crashes involving CMV and Non-CMV vehicles. The officers participating in this program will work an average of 20 hours a month targeting these crash causation factors with an inspection and enforcement action. Indiana's Traffic Enforcement totals are shown on the attached document labeled "Traffic Enforcement"

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	33000
<input checked="" type="radio"/>	<input type="radio"/>	CMV without Inspection	0
<input checked="" type="radio"/>	<input type="radio"/>	Non-CMV	1000
<input checked="" type="radio"/>	<input type="radio"/>	Comprehensive and high visibility in high risk locations and corridors (special enforcement details)	5



**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.**

The CMV without an inspection goal is set at zero. This is not an indication that Indiana does not conduct such activity. Officer funded under MCSAP conduct an inspection 100% of the time that they make a traffic enforcement stop. The officer that are certified to conduct inspections will also complete an inspection nearly 100% of the time that they make such a stop. This data is not specifically captured. For those ISP officer that are not certified, stopped approximately 17,016 trucks and issued at least one citation during FY2015. During FY2016 to date (July 2016) there have been approximately 12,293 trucks stopped and issued a citation. This information comes from the ISP citation repository data. This does not include any activities generated on CMV's by non ISP agencies. Indiana made a part of it's 2015 HP Grant plan a non-CMV element that gave officers the option to stop and issue a citation to a non-CMV driving unsafely in the proximity of a CMV. The crash report data (shown on the attached document labeled "Crash Causation" indicated that unsafe lane movement, failure to yield, disregarding a traffic signal/sign and following too close were all some of the top contributors to a CMV related crash. Further in-depth analysis of the CMV involved fatal crashes in FY2015 showed that over 70% of these crashes were caused by driver error on the part of the non-CMV driver. It is for these reasons that Indiana dictated that officers working the Voluntary Inspection Program under the High Priority Grant could make a stop on a non-CMV and issue a citation to the driver for one of the crash causation offenses in the proximity of a CMV. There was a limitation imposed that two (2) such stops could be conducted for every 4 hours of the patrol time worked. The time to conduct this stop would keep the funds used under the 5% requirement. To maintain consistency with our internal project policy with the High Priority project, we intend to hold the same standard for the MCSAP program.

### 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**

The Indiana State Police Commercial Vehicle Enforcement Division has a compliance review squad which is comprised of a sergeant and four full time trooper safety investigators. The trooper safety investigators currently conduct CSA interventions that consist of onsite comprehensive investigations, CSA onsite focused investigations and security contact reviews. Indiana can anticipate to be implementing CSA offsite investigations during FY 2017 or later and will fully implement all CSA intervention types including the Enhanced Investigative Techniques. Indiana currently does not have a functioning intrastate civil process in place to conduct compliance reviews and issue notice of claims or notices of violations on its own. Indiana does investigate intrastate motor carriers after non-frivolous complaints are received, conducts non-rated reviews and enforces violations of the regulations to the extent that FMCSA also has authority to do so in regards to CFR Parts 382, 383, 387 and hazardous materials. All Indiana enforcement actions (NOC's and NOV's) are submitted to the Midwest Service Center by way of the Indiana FMCSA Division Office. The Indiana State Police Commercial Vehicle Enforcement Division trooper safety investigators are sworn law enforcement officers who are expected to maintain ALL required police training certifications, respond to emergency calls and work various police assignments as required by their commanders. Several of our Trooper safety investigators are additionally certified as NTC instructors and a portion of their duties are directed towards instructing locally and nationally as required. Trooper safety investigators are expected to maintain all certifications to conduct CSA interventions and or investigations. The Indiana State Police Commercial Vehicle Enforcement Division's objective is to reduce the number of CMV involved crashes resulting in injuries and fatalities. We will utilize the CSA initiative to select motor carriers for interventions. Indiana is also fully compliant with the PRISM process and will continue to confiscate/revoke all registrations, license plates and cab cards issued by Indiana when out of service orders are issued by the United States Department of Transportation or Federal Highway Administration (IC #8-2.1-24-28).

#### **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 Indiana State Police Commercial Vehicle Enforcement Division will work to maintain the number of personnel assigned to conduct investigations and continue to conduct CSA interventions on identified motor carriers. All investigations will be conducted in accordance with current or future FMCSA guidelines to include methodology, timeliness, quality and uniformity. Enforcement cases; notices of claims will also comply with FMCSA standards. The Indiana State Police Commercial Vehicle Enforcement Division currently has four (4) full time trooper safety investigator positions that conduct CSA carrier interventions. The workload to complete our goals will be evenly spread among our trooper safety investigators. Personnel assigned and conducting carrier interventions will maintain all of their required certifications.

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

The Indiana State Police Commercial Vehicle Enforcement Division will use the number of CSA onsite comprehensive investigations, CSA onsite focused investigations, security contact reviews and non-rated intrastate reviews as a performance measure to monitor progress towards achieving objectives. In addition we also anticipate to be implementing CSA offsite investigations during FY 2017 or later and have listed our projection for that activity. ISP-CVED will further utilize the number of enforcement cases (NOC's) and notices of violations as a performance measure.

Indiana State Police compliance review Sergeant E. HansSchmidt. Sergeant Schmidt will monitor and evaluate the program. Progress will be reported on a quarterly basis or as required. In addition, Sergeant Schmidt will work closely with FMCSA staff and participate in the peer review process to ensure a quality program.

**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		2
HM		
<b>Rated and Non-rated Reviews (Excludes CSA &amp; SCRs) Total</b>	<b>0</b>	<b>2</b>
<b>CSA Off-Site Investigations</b>		
Non-HM Cargo CSA Off-Site	3	
Passenger CSA Off-Site		
HM CSA Off-Site	2	
<b>CSA Off-Site Investigations Sub-total</b>	<b>5</b>	<b>0</b>
<b>CSA On-Site Focused Investigations</b>		
Non-HM Cargo CSA On-Site Focused	50	
Passenger CSA On-Site Focused	2	
HM CSA On-Site Focused	15	
<b>CSA On-Site Focused Investigations Sub-total</b>	<b>67</b>	<b>0</b>
<b>CSA On-Site Comprehensive</b>		
Non-HM Cargo CSA On-Site Comprehensive	15	
Passenger CSA On-Site Comprehensive	2	
HM CSA On-Site Comprehensive	5	
<b>CSA On-Site Comprehensive Sub-total</b>	<b>22</b>	<b>0</b>
<b>CSA Investigations (all Types) Total</b>	<b>94</b>	<b>0</b>
<b>HM-Related Review Types</b>		
Security Contact Reviews (SCRs)	2	
Cargo Tank Facility Reviews		
Shipper Reviews		
<b>HM-Related Review Types Total</b>	<b>2</b>	<b>0</b>
<b>ALL REVIEW TYPES GRAND TOTAL</b>	<b>96</b>	<b>2</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.:**

ISP-CVED is contacted several times each month from the industry with questions and concerns about the inspection process and the effects it has on the Safety Measurement System for both the carrier and the drivers. We are often contacted to conduct a face to face training session at driver safety meetings and seminars. ISP-CVED takes each of these opportunities to send an officer who will help educate and inform the attendees. Our officers often conduct a mock inspection or walk through what the drivers should be looking for during pre-trip inspections. Our officers also answer questions and cover topics that educate the carriers and drivers about their safety scores, changes in the laws or anything else about the regulations they might not be clear. Any education that is given to these carriers and drivers can only help in promoting safer practices and reducing crashes.

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

Yes	No	Public Education and Awareness Activities	Goals
<input checked="" type="radio"/>	<input type="radio"/>	Carrier Safety Talks	180
<input checked="" type="radio"/>	<input type="radio"/>	CMV Safety Belt Education and Outreach	15
<input checked="" type="radio"/>	<input type="radio"/>	State Trucking Association Meetings	15
<input checked="" type="radio"/>	<input type="radio"/>	State-sponsored outreach events	20
<input checked="" type="radio"/>	<input type="radio"/>	Local educational safety events	20
<input checked="" type="radio"/>	<input type="radio"/>	Teen safety events	10

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

ISP-CVED, along with non-division personnel, will utilize every effort possible to conduct public education and awareness presentations either roadside or at carrier facilities to achieve 350 programs for FY 2017. ISP-CVED will also conduct presentations at county, local and state fairs, carrier terminals, or conduct onsite programs along with IMTA outreach programs throughout the state. This will be in addition to phone calls as well as walk in questions to the main office CVED.

**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):**

Every officer conducting a public information program will document on their daily, through the SHIELD what activity they performed and how long it took to complete. This information will be available to the grant manager for the quarterly report.

## New Entrant

### 1 - New Entrant Focus Area

#### 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:**

Indiana State Police CVED

**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.**

Historically Indiana receives roughly 1200 new entrant carriers annually. Indiana will follow the congressional mandate requiring that all property carriers be audited within 12 months of receiving their USDOT number. All passenger carriers utilizing motorcoaches will be audited within 120 days, and all other passenger carriers within 9 months of successfully completing the vetting process and obtaining operating authority. The New Entrant Safety Audit Squad currently has 3 motor coach certified inspectors. These SI's will be assigned any safety audits of carriers that operate motor coaches and will conduct motor coach inspections during the safety audit process.

Indiana will clear an estimated 1200 carriers during the monitoring period. Of which, 800 will be completed audits on carriers within the 3-12 month monitoring period. The remaining carriers will be cleared by a non-audit resolution. This will be the first full grant cycle that Indiana has utilized the off-site audit process. We are told by other states that we can anticipate 70-90% of our carrier population being eligible for the off-site audit process. That said, we are estimating that 600 of our 800 completed audits will be conducted by an off-site audit. The remaining 200 will be conducted by the traditional on-site audit.

Indiana makes every attempt to clear carriers prior to them reaching the 90 day or "overripe" category. Utilizing this internal goal it is easier for us to manage carriers thus not allowing them to go overdue. However, there are occasions that carriers go overdue. These carriers are never carriers that have been ignored or missed. Some of these carriers are passenger carriers that have not yet been vetted but have somehow received a DOT number. Others are carriers that are under investigation such as a carrier suspected to be a chameleon carrier, or one that is the target of a FOCUSED investigation and cannot be audited until the investigation is complete. Finally, on a rare occasion, some of our carriers that are overdue are carriers that we have inherited from other states that were already overdue or close on time when we received them. In any of the above cases, when we discover these carriers, they become our primary focus until a resolution is obtained.

**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.**

Northwest Indiana has the highest concentration of unaudited carriers. There is only one FTE that resides in this area. We anticipate the off-site audit program to assist with the volume of carriers in this area. However, to ensure that we do not get behind, we are budgeting for group audit details.

In order to clear more carriers by a completed audit or non-audit resolution, as well as supporting the FMCSA in their initiative to reach more carriers with less resources, Indiana will conduct group audits. Indiana has requested funding for travel. We will stay at a pre-determined hotel and conduct safety audits in their conference room as a group. Each SI will schedule 2 audits per day for the duration of the particular trip. The supervising Sergeant will make assignments weeks in advance. All carriers will be scheduled prior to our arrival at the audit sight.

By conducting group audits, Indiana will reduce the number of un-audited carriers in northwest Indiana. This area of the state currently has 1 SI. By conducting group audits, we can focus the efforts of 7 SI's and the Sergeant, in a short period of time in order to audit more carriers. We have requested funding for 10 travel days (two details lasting 5 days each) per each FTE and the Sergeant to accomplish this initiative.

**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.**

Currently the new entrant squad consists of a Sergeant and 7 motor carrier inspectors. These are fully funded FTE's. The New Entrant Supervising Sergeant will review all inspection and audit reports for quality, completeness, and accuracy throughout the month. The Gotham report will be run weekly and provided to all SI's and the inventory utilized to ensure that carriers are cleared within the established timelines. Priority is given to any carrier inside 90 days remaining in the new entrant monitoring period. Each SI will report back to the Sergeant what the status is on each carrier and when a resolution can be expected.

Each full time SI (FTE) who has the ability to work all year long, (no injuries or medical issues requiring extended time off) will conduct a minimum of 100 safety audits annually. The squad currently averages 110 completed audits per year per FTE. I anticipate this number to increase as a result of the off-site audit process which will not require the extended travel time that we are currently experiencing.

Each FTE will maintain certification at each of their various disciplines. Whenever possible, the SI will conduct Level-1 inspections for certification purposes while at the motor carrier and in conjunction with the safety audit. Other disciplines such as cargo tank, other bulk, motor coach, and hazardous material inspections will be conducted roadside as there are limited opportunities for these types of inspections at new entrant carriers.

With the inception of the off-site audit program we are also going utilize 7 part-time SI's as well. Currently, all of these part-time SI's are troopers. At this time, these SI's will conduct audits as an overtime project only. Five of these SI's are from our compliance review squad and will maintain safety audit certification by conducting a minimum of 6 compliance reviews. The other two part-time SI's will need to complete a minimum of 24 audits to maintain certification.

We will hold quarterly squad meetings either in person, or via phone conference to ensure consistency in the execution of the safety audit program. Progress towards achieving our goals will be reported quarterly to FMCSA via PPR.

**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)	200	0
# of Safety Audits (Offsite)	600	0
<b>TOTAL Safety Audits</b>	<b>800</b>	<b>0</b>
# of Non-Audit Resolutions	400	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): \$1,280,322.00

- Your overtime costs have exceeded the 15% limit. If you have not already included a justification to exceed the limit, a justification must be included in the Personnel section of the affected Spending Plan(s).



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
Lieutenant	1	50	2210	\$33.00	\$36,465.00	\$30,995.25	\$5,469.75	\$0.00
Non funded CMV Inspections/Traffic Enforcement	174	100	35	\$26.01	\$158,400.90	\$0.00	\$0.00	\$158,400.90
MCI-Zone Coordinator	1	50	1950	\$28.01	\$27,309.75	\$23,213.28	\$4,096.47	\$0.00
MCI-DC	4	50	1950	\$26.00	\$101,400.00	\$86,190.00	\$15,210.00	\$0.00
MCI-DC/IT	1	100	1950	\$26.00	\$50,700.00	\$43,095.00	\$7,605.00	\$0.00
MCI	26	50	1950	\$21.67	\$549,334.50	\$466,934.32	\$82,400.18	\$0.00
Trooper-CR	5	100	2210	\$27.70	\$306,085.00	\$260,172.25	\$45,912.75	\$0.00
Major	1	50	2210	\$36.00	\$39,780.00	\$33,813.00	\$5,967.00	\$0.00
Captain	1	50	2210	\$34.62	\$38,255.10	\$32,516.83	\$5,738.26	\$0.00
MCI Administrator	1	50	1950	\$30.02	\$29,269.50	\$24,879.07	\$4,390.42	\$0.00
First Sergeant	1	50	2210	\$31.85	\$35,194.25	\$29,915.11	\$5,279.14	\$0.00
Sergeant-CR	1	100	2210	\$30.69	\$67,824.90	\$57,651.16	\$10,173.73	\$0.00
Sergeant-Supervisor	6	50	2210	\$30.69	\$203,474.70	\$172,953.49	\$30,521.21	\$0.00
Sergeant-DataQ/IT	1	50	2210	\$30.69	\$33,912.45	\$28,825.58	\$5,086.86	\$0.00
Sergeant-School Bus	3	25	2210	\$30.69	\$50,868.68	\$43,238.37	\$7,630.31	\$0.00
Trooper-School Bus	19	25	2210	\$27.70	\$290,780.75	\$247,163.63	\$43,617.11	\$0.00
Trooper-CVEO	40	50	2210	\$27.70	\$1,224,340.00	\$1,040,689.00	\$183,651.00	\$0.00
Secretary	1	100	1950	\$12.77	\$24,901.50	\$21,166.27	\$3,735.22	\$0.00
Sergeant- Grant Admin	1	100	2210	\$30.00	\$66,300.00	\$56,355.00	\$9,945.00	\$0.00
<b>Sub-Total Salary</b>					<b>\$3,334,596.98</b>	<b>\$2,699,766.61</b>	<b>\$476,429.41</b>	<b>\$158,400.90</b>
Overtime Information								
Overtime	90	100	369	\$35.00	\$1,162,350.00	\$987,997.50	\$174,352.50	\$0.00
<b>Sub-Total Overtime</b>					<b>\$1,162,350.00</b>	<b>\$987,997.50</b>	<b>\$174,352.50</b>	<b>\$0.00</b>
<b>TOTAL PERSONNEL</b>					<b>\$4,496,946.98</b>	<b>\$3,687,764.11</b>	<b>\$650,781.91</b>	<b>\$158,400.90</b>

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

The Indiana State Police have an established matrix that establishes their annual salary based on their years of service and rank. ISP-CVED has budgeted for a percentage of these salaries depending on their percentage of dedication toward this program.

90 officers at 369 hours per year, 33,210 total hours (maximum is 42 MCI's) for OT, should produce approximately 33,000 inspections. Add approximately 20,000 miles fleet usage

Troopers and Motor Carrier Inspectors (MCI) do not work a normal 40 hour work weeks. Troopers work 8.5 hours per day. The total hours a Trooper works in one week is 42.5 hours, 42.5 hours a week times 52 weeks, equals 2210 hours per year. Troopers get paid for their one hour lunch break. Motor Carrier inspectors work 7.5 hours per day. The total hours a MCI works in one week is 37.5 hours, 37.5 hours times 52 weeks, equals 1950 hours. MCI's do not get paid for their 30 minute lunch break.



**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
Lieutenant	100	\$18,997.71	\$18,997.71	\$16,148.05	\$2,849.66	\$0.00
Non funded CMV Inspections/Traffic Enforcement	100	\$48,093.13	\$48,093.13	\$0.00	\$0.00	\$48,093.13
MCI-Zone Coordinator	100	\$15,547.06	\$15,547.06	\$13,215.00	\$2,332.06	\$0.00
MCI-DC	100	\$60,326.50	\$60,326.50	\$51,277.53	\$9,048.98	\$0.00
MCI-DC/IT	100	\$30,163.25	\$30,163.25	\$25,638.76	\$4,524.49	\$0.00
MCI	100	\$366,052.94	\$366,052.94	\$311,145.00	\$54,907.94	\$0.00
Trooper-CR	100	\$174,018.16	\$174,018.16	\$147,915.44	\$26,102.72	\$0.00
Major	100	\$19,901.05	\$19,901.05	\$16,915.89	\$2,985.16	\$0.00
Captain	100	\$19,485.51	\$19,485.51	\$16,562.68	\$2,922.83	\$0.00
MCI Administrator	100	\$16,012.50	\$16,012.50	\$13,610.63	\$2,401.88	\$0.00
First Sergeant	100	\$18,651.43	\$18,651.43	\$15,853.72	\$2,797.71	\$0.00
Sergeant-CR	100	\$36,604.28	\$36,604.28	\$31,113.64	\$5,490.64	\$0.00
Sergeant-Supervisor	100	\$109,812.85	\$109,812.85	\$93,340.92	\$16,471.93	\$0.00
Sergeant-DataQ/IT	100	\$18,302.14	\$18,302.14	\$15,556.82	\$2,745.32	\$0.00
Sergeant-School Bus	100	\$27,453.21	\$27,453.21	\$23,335.23	\$4,117.98	\$0.00
Trooper-School Bus	100	\$165,317.25	\$165,317.25	\$140,519.67	\$24,797.59	\$0.00
Trooper-CVEO	100	\$696,072.65	\$696,072.65	\$591,661.75	\$104,410.90	\$0.00
Secretary	100	\$24,036.10	\$24,036.10	\$20,430.69	\$3,605.42	\$0.00
Sergeant- Grant Admin	100	\$36,188.75	\$36,188.75	\$30,760.44	\$5,428.31	\$0.00
Overtime	100	\$81,580.60	\$81,580.60	\$69,343.51	\$12,237.09	\$0.00
<b>Sub-Total Fringe Benefits</b>			<b>\$1,982,617.07</b>	<b>\$1,644,345.37</b>	<b>\$290,178.61</b>	<b>\$48,093.13</b>

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

The sworn officer fringe benefits are calculated as follows:

Health insurance \$681.80/pay x 26 pay periods

EAP (employee assistance program) .20/pay x 26 pay periods

Deferred compensation (agency paid portion) \$15/pay x 26 pay periods

Life insurance, disability and police pension 27.25% of annual salary

MCI fringe benefits are calculated as follows:

Health insurance \$681.80/pay x 26 pay periods

EAP .20/pay x 26 pay periods

Deferred compensation (agency paid portion) \$15/ pay x 26 pay periods

Life insurance, disability, social security, PERF 23.75% of annual salary (\$42,249 used)

Fringe benefits are paid out for the MCI auditors for overtime hours. These benefits are calculated at 21.85% of the overtime earned. This is the social security and PERF portion.



**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
Compliance Review	6	6	\$4,000.00	\$3,400.00	\$600.00	\$0.00
PVI Team	12	6	\$5,000.00	\$4,250.00	\$750.00	\$0.00
MCSAP Planning	4	3	\$5,500.00	\$4,675.00	\$825.00	\$0.00
CVSA Conference	5	4	\$20,000.00	\$17,000.00	\$3,000.00	\$0.00
North American Inspector Competition	3	5	\$4,000.00	\$3,400.00	\$600.00	\$0.00
ITD Conference	1	5	\$2,500.00	\$2,125.00	\$375.00	\$0.00
Data Quality Training	2	5	\$3,000.00	\$2,550.00	\$450.00	\$0.00
<b>Sub-Total Travel</b>			<b>\$44,000.00</b>	<b>\$37,400.00</b>	<b>\$6,600.00</b>	<b>\$0.00</b>

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

The Commercial Vehicle Safety Alliance (CVSA) Spring and Fall conferences are something that is a priority to Indiana. We participate extensively in a number of committees. We usually will have 2 or more attendees act as a voting member and we have one attendee co-chair a committee. The costs estimate is based on last year's spending. It covers registration fees, air fare, lodging, per diem and ground transportation costs.

The MCSAP planning meeting has been beneficial to it's attendees by furthering their knowledge about the MCSAP program. Networking and idea sharing has proved to be a valuable resource when addressing issues of a similar nature that other States have endured.

The Compliance Review squad and the Passenger Vehicle Inspection team will often conduct investigations or special details within the State that require lodging due to their geographical location. This expense includes in-state lodging and per diem.

NAIC travel, we will participate by sending three (3) people each year.

Bi-annual data quality training in Orlando, FL. We will be sending two (2) people to this training.

In-State travel is figured by using an approximated \$89/day plus 15 percent for tax = \$102.35 per night for lodging + \$26.00 per diem per person

Out-of-State travel is estimated by using an approximated air fare, lodging and out of State per diem \$32.00

#### 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
Uniforms	326	set	\$250.00	\$81,500.00	\$69,275.00	\$12,225.00	\$0.00
Office Supplies	1	each	\$30,000.00	\$30,000.00	\$25,500.00	\$4,500.00	\$0.00
Inspection supplies	207	each	\$200.00	\$41,400.00	\$35,190.00	\$6,210.00	\$0.00
Lidars with power cords	15	each	\$2,470.04	\$37,050.60	\$31,493.01	\$5,557.59	\$0.00
Portable Breaths Tests	75	each	\$500.00	\$37,500.00	\$31,875.00	\$5,625.00	\$0.00
<b>Sub-Total Supplies</b>				<b>\$227,450.60</b>	<b>\$193,333.01</b>	<b>\$34,117.59</b>	<b>\$0.00</b>

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

Office supplies includes ink cartridges for in-car printers used during roadside inspections and carrier reviews, paper, pens, pencils, note books, folders and binders.

ISP-CVED officers have a specialized uniforms and equipment that is conducive to conducting truck inspections. This would include shirts, pants, utility belt with accessories, proper footwear, creepers, chock blocks, chamber mates, safety glasses and other necessary inspection tools.

An adjustment to the office supplies to accommodate the remaining difference from the estimated award at the time of the original budget submission and the actual awarded amount received on February 3, 2016.

Other supplies that are needed are supplies to enforce both federal and state laws. Those supplies include LIDARS, window tint meters and portable breath testers.



## 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
Temp Employees	\$81,744.00	\$69,482.40	\$12,261.60	\$0.00
Copy machine	\$13,758.00	\$11,694.30	\$2,063.70	\$0.00
<b>Sub-Total Contractual</b>	<b>\$95,502.00</b>	<b>\$81,176.70</b>	<b>\$14,325.30</b>	<b>\$0.00</b>

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

ISP-CVED has a fixed copier/printer at each inspection facility that is used for inspections, making copies for documentation, printing training materials, and compliance review materials. ISP-CVED utilizes a maintenance contract that includes the leasing of the equipment. Even though personal working at the inspection facilities are only being charged 50% to the grant, the copies made by these machines are solely used for MCSAP related purposes.

ISP-CVED utilizes a temporary staffing contract to hire employees responsible for our SAFETYNET operations and receptionist. We anticipate needing 3 temp employees for 52 weeks for 40 hours a week at an average cost of \$13.10 per hour. 3 temps X 52 weeks X 40 hours at \$13.10 = \$81,744

There are 2 copy machines at the CVED office. One copier is used for the receiving of faxes from carriers of inspections showing that they have corrected whatever violation was documented. The other copier is used for daily activities of the office support staff (scanning, faxing, copying etc.). There are 13 other copiers at the other inspection facilities used for printing off inspections for drivers and officers. They are also used for printing off tickets and warnings. They are used for the daily activities of the MCI who are assigned to the inspection facilities. Total of 15 copiers with average cost of \$910.87 X 12 months = \$10,930.44 per year.

The twelve copiers at the inspection facilities cost 0.0065 cents per copy. It is estimated that there will be approximately 7,000 copies made for the twelve copiers per month, which would be approximately 84,000 copies per year. With 84,000 copies being made each year at 0.0065 cents per copy, it will cost \$546.00 a year for copies.

There are two copiers, one at CVED and one at the Terre Haute inspection facility that we are charged 0.005 cents per copy. It is estimated that 7,600 copies will be made by those two machines per month. With 7,600 copies being made per month at 0.005 cents, it will cost \$38.00 a month and \$456 a year for copies.

There is a color and black and white copier located at CVED. For color copies, we are charged 0.04 cents per copy and we are

charged 0.0055 cents per black and white copy. It is estimated that 3,500 color copies will be made in a month, which is 42,000 color copies for a year. 42,000 copies a year, times 0.004 cents, is \$1,680 per year. It is also estimated that 2,200 black and white copies will be made with this machine per month. We are charged .0055 cents per black and white copy and for the year will be charged \$145.20. This copier will cost approximately \$1,825.20 a year in copies.

We will be charged approximately \$2,827.20 for copies made by all of our copiers. The total for leasing all the copiers and the approximate copies that are going to be made is \$13,757.64.

**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 Expenditure
CVSA Conference registration	10		\$500.00	\$5,000.00	\$4,250.00	\$750.00	\$0.00
CVSA membership dues	1		\$9,870.00	\$9,870.00	\$8,389.50	\$1,480.50	\$0.00
Cellular connectivity/phones	1476	months	\$47.00	\$69,372.00	\$58,966.20	\$10,405.80	\$0.00
Fleet cost mileage	1830000	miles	\$0.44	\$805,200.00	\$684,420.00	\$120,780.00	\$95,025.00
CVSA Decals	7200	each	\$0.30	\$2,160.00	\$1,836.00	\$324.00	\$0.00
<b>Sub-Total Other Costs</b>				<b>\$891,602.00</b>	<b>\$757,861.70</b>	<b>\$133,740.30</b>	<b>\$95,025.00</b>

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

CVSA decals are used when Semi-tractor or trailer receives a clean inspection. There are 1800 decals ordered each quarter at .30 per decal. That is total of: \$2,160.00

Fleet Cost: Each ISP-CVED officer and inspector is issued a patrol vehicle that is used for traffic enforcement and roadside inspections among other State Police functions. The portion of miles that is determined to be eligible for reimbursement under this grant is equal to the percentage that each officer is funded by this grant. This equates to an estimated 1,830,000 miles of the over 3.5 million miles the officers funded by this grant drive each year. The state of Indiana has adopted a mileage rate of \$.44 a mile for depreciation, to help offset the costs of operating the state owned vehicles assigned to help achieve the goals of the program. These operating costs include maintenance, fuel, tires, insurance.

The State of Indiana utilizes the straight line depreciation method to account for the depreciation of capital assets such as vehicles. In the case of vehicles, we depreciate them over a predetermined useful life of 96 months. In Peoplesoft, our accounting system, depreciation is calculated monthly in the Asset Management module using the depreciation parameter assigned to a selected profile id. Although the depreciation is calculated in the Asset Management Module, depreciation totals are moved automatically in the General Ledger (GL) module into a specific ledger group in PeopleSoft. This ledger group, CAFR\_ACCRL, only contains information related to assets based on information entered into the Asset Management either manually or via interface.

The Indiana State Police does not have an indirect cost rate, therefore, fleet costs and depreciation are not classified or included in an indirect cost pool. Further, Indiana does not voucher for depreciation of federally purchased vehicles.

Cell phones are required for the CR squad so that they are able to reach out to the carriers and conduct business for their audits.

Air cards are needed for officer in the division who conduct roadside inspections and carrier reviews. Officer need to have

internet access in the absence of any Wifi hotspot to check realtime carrier and driver status, complete the Federal reports, and upload inspections.

CVSA DUES: ISP is a participating member of the Commercial Vehicle Safety Alliance. While being a participating member, we have to pay CVSA a yearly membership dues. Along with paying the yearly membership dues, we have to pay registration fees to any of the CVSA conferences that we might attend.

**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	\$7,255,160.00	\$1,280,322.00	\$8,535,482.00

Allowable amount for Overtime (15% of total award amount without justification): \$1,280,322.00

Maximum amount for Non-CMV Traffic Enforcement (10% of Basic funding amount): \$598,205.00

- **Your overtime costs have exceeded the 15% limit. If you have not already included a justification to exceed the limit, a justification must be included in the Personnel section of the affected Spending Plan(s).**

<b>Personnel (Payroll Costs)</b>				
	85% Federal Share	15% State Share	Total Grant Expenditures	Planned MOE Expenditures
Lieutenant	\$30,995.25	\$5,469.75	\$36,465.00	\$0.00
Non funded CMV Inspections/Traffic Enforcement	\$0.00	\$0.00	\$0.00	\$158,400.90
MCI-Zone Coordinator	\$23,213.28	\$4,096.47	\$27,309.75	\$0.00
MCI-DC	\$86,190.00	\$15,210.00	\$101,400.00	\$0.00
MCI-DC/IT	\$43,095.00	\$7,605.00	\$50,700.00	\$0.00
MCI	\$466,934.32	\$82,400.18	\$549,334.50	\$0.00
Trooper-CR	\$260,172.25	\$45,912.75	\$306,085.00	\$0.00
Major	\$33,813.00	\$5,967.00	\$39,780.00	\$0.00
Captain	\$32,516.83	\$5,738.26	\$38,255.09	\$0.00
MCI Administrator	\$24,879.07	\$4,390.42	\$29,269.49	\$0.00
First Sergeant	\$29,915.11	\$5,279.14	\$35,194.25	\$0.00
Sergeant-CR	\$57,651.16	\$10,173.73	\$67,824.89	\$0.00
Sergeant-Supervisor	\$172,953.49	\$30,521.21	\$203,474.70	\$0.00
Sergeant-DataQ/IT	\$28,825.58	\$5,086.86	\$33,912.44	\$0.00
Sergeant-School Bus	\$43,238.37	\$7,630.31	\$50,868.68	\$0.00
Trooper-School Bus	\$247,163.63	\$43,617.11	\$290,780.74	\$0.00
Trooper-CVEO	\$1,040,689.00	\$183,651.00	\$1,224,340.00	\$0.00
Secretary	\$21,166.27	\$3,735.22	\$24,901.49	\$0.00
Sergeant- Grant Admin	\$56,355.00	\$9,945.00	\$66,300.00	\$0.00
Overtime	\$987,997.50	\$174,352.50	\$1,162,350.00	\$0.00
<b>Subtotal for Personnel</b>	<b>\$3,687,764.11</b>	<b>\$650,781.91</b>	<b>\$4,338,546.02</b>	<b>\$158,400.90</b>

<b>Fringe Benefit Costs (Health, Life Insurance, Retirement, etc.)</b>				
	85% Federal Share	15% State Share	Total Grant Expenditures	Planned MOE Expenditures
Lieutenant	\$16,148.05	\$2,849.66	\$18,997.71	\$0.00
Non funded CMV Inspections/Traffic Enforcement	\$0.00	\$0.00	\$0.00	\$48,093.13
MCI-Zone Coordinator	\$13,215.00	\$2,332.06	\$15,547.06	\$0.00
MCI-DC	\$51,277.53	\$9,048.98	\$60,326.51	\$0.00
MCI-DC/IT	\$25,638.76	\$4,524.49	\$30,163.25	\$0.00
MCI	\$311,145.00	\$54,907.94	\$366,052.94	\$0.00
Trooper-CR	\$147,915.44	\$26,102.72	\$174,018.16	\$0.00
Major	\$16,915.89	\$2,985.16	\$19,901.05	\$0.00
Captain	\$16,562.68	\$2,922.83	\$19,485.51	\$0.00
MCI Administrator	\$13,610.63	\$2,401.88	\$16,012.51	\$0.00
First Sergeant	\$15,853.72	\$2,797.71	\$18,651.43	\$0.00
Sergeant-CR	\$31,113.64	\$5,490.64	\$36,604.28	\$0.00
Sergeant-Supervisor	\$93,340.92	\$16,471.93	\$109,812.85	\$0.00
Sergeant-DataQ/IT	\$15,556.82	\$2,745.32	\$18,302.14	\$0.00
Sergeant-School Bus	\$23,335.23	\$4,117.98	\$27,453.21	\$0.00
Trooper-School Bus	\$140,519.67	\$24,797.59	\$165,317.26	\$0.00
Trooper-CVEO	\$591,661.75	\$104,410.90	\$696,072.65	\$0.00
Secretary	\$20,430.69	\$3,605.42	\$24,036.11	\$0.00
Sergeant- Grant Admin	\$30,760.44	\$5,428.31	\$36,188.75	\$0.00
Overtime	\$69,343.51	\$12,237.00	\$81,580.51	\$0.00
<b>Subtotal for Fringe Benefits</b>	<b>\$1,644,345.37</b>	<b>\$290,178.52</b>	<b>\$1,934,523.89</b>	<b>\$48,093.13</b>

Program Travel				
	85% Federal Share	15% State Share	Total Grant Expenditures	Planned MOE Expenditures
Compliance Review	\$3,400.00	\$600.00	\$4,000.00	\$0.00
PVI Team	\$4,250.00	\$750.00	\$5,000.00	\$0.00
MCSAP Planning	\$4,675.00	\$825.00	\$5,500.00	\$0.00
CVSA Conference	\$17,000.00	\$3,000.00	\$20,000.00	\$0.00
North American Inspector Competition	\$3,400.00	\$600.00	\$4,000.00	\$0.00
ITD Conference	\$2,125.00	\$375.00	\$2,500.00	\$0.00
Data Quality Training	\$2,550.00	\$450.00	\$3,000.00	\$0.00
<b>Subtotal for Program Travel</b>	<b>\$37,400.00</b>	<b>\$6,600.00</b>	<b>\$44,000.00</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
Uniforms	\$69,275.00	\$12,225.00	\$81,500.00	\$0.00
Office Supplies	\$25,500.00	\$4,500.00	\$30,000.00	\$0.00
Inspection supplies	\$35,190.00	\$6,210.00	\$41,400.00	\$0.00
Lidars with power cords	\$31,493.01	\$5,557.59	\$37,050.60	\$0.00
Portable Breaths Tests	\$31,875.00	\$5,625.00	\$37,500.00	\$0.00
<b>Subtotal for Supplies</b>	<b>\$193,333.01</b>	<b>\$34,117.59</b>	<b>\$227,450.60</b>	<b>\$0.00</b>

Contractual (Subgrantees, Consultant Services, etc.)				
	85% Federal Share	15% State Share	Total Grant Expenditures	Planned MOE Expenditures
Temp Employees	\$69,482.40	\$12,261.60	\$81,744.00	\$0.00
Copy machine	\$11,694.30	\$2,063.70	\$13,758.00	\$0.00
<b>Subtotal for Contractual</b>	<b>\$81,176.70</b>	<b>\$14,325.30</b>	<b>\$95,502.00</b>	<b>\$0.00</b>

Other Expenses				
	85% Federal Share	15% State Share	Total Grant Expenditures	Planned MOE Expenditures
CVSA Conference registration	\$4,250.00	\$750.00	\$5,000.00	\$0.00
CVSA membership dues	\$8,389.50	\$1,480.50	\$9,870.00	\$0.00
Cellular connectivity/phones	\$58,966.20	\$10,405.80	\$69,372.00	\$0.00
Fleet cost mileage	\$684,420.00	\$120,780.00	\$805,200.00	\$95,025.00
CVSA Decals	\$1,836.00	\$324.00	\$2,160.00	\$0.00
<b>Subtotal for Other Expenses including Training &amp; Conferences</b>	<b>\$757,861.70</b>	<b>\$133,740.30</b>	<b>\$891,602.00</b>	<b>\$95,025.00</b>

Total Costs				
	85% Federal Share	15% State Share	Total Grant Expenditures	Planned MOE Expenditures
Subtotal for Direct Costs	\$6,401,880.89	\$1,129,743.62	\$7,531,624.51	\$301,519.03
Total Costs Budgeted	\$6,401,880.89	\$1,129,743.62	\$7,531,624.51	\$301,519.03



**Spending Plan (Sub-Grantee: CONTRACTOR INDIANA DEPARTMENT OF REVENUE)****B&I Spending Plan****What is a Spending Plan?**

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

**What does a Spending Plan do?**

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

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

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

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

**1 - Spending Plan: Personnel****What different types of costs do I need to put in my Spending Plan?**

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

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

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

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

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

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

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

Allowable amount for Overtime (15% of total award amount without justification): \$1,280,322.00

- Your overtime costs have exceeded the 15% limit. If you have not already included a justification to exceed the limit, a justification must be included in the Personnel section of the affected Spending Plan(s).

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
Sub-Total Salary					\$0.00	\$0.00	\$0.00	\$0.00
Overtime Information								
Overtime	1	100	2080	\$84.85	\$176,488.00	\$150,014.80	\$26,473.20	\$0.00
Sub-Total Overtime					\$176,488.00	\$150,014.80	\$26,473.20	\$0.00
<b>TOTAL PERSONNEL</b>					<b>\$176,488.00</b>	<b>\$150,014.80</b>	<b>\$26,473.20</b>	<b>\$0.00</b>

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

Contract services for the Operation and Maintenance of Indiana's CVIEW System that supports Indiana's highway safety program. The contractor will operate and maintain the procedures that perform the data sharing operations. This funding will be issued as a sub-award to the Indiana Department of Revenue, as they are responsible for the operation and ongoing maintenance of Indiana's PRISM components.

The cost is based on existing contractual Information Technology support personnel working on our IRP Modernization Project. Indiana, as the state with the largest number of IRP vehicles registered, understands the importance of timely and accurate vehicle registration data for use by all jurisdictions and is dedicated to maintain the best system possible.

## 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
Overtime			\$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>\$0.00</b>

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

Due to the contractor is not an employee of the Department of Revenue, fringe benefits will not be offered.

**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
<b>Sub-Total Travel</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 travel costs:***

#### 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:

<b>5 - Spending Plan: Supplies</b>
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*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
<b>Sub-Total Supplies</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 supplies costs:***

<b>6 - Spending Plan: Contractual</b>
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*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
<b>Sub-Total Contractual</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 contractual costs:**



## 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
<b>Sub-Total Other Costs</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 other costs:

**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	\$7,255,160.00	\$1,280,322.00	\$8,535,482.00

Allowable amount for Overtime (15% of total award amount without justification): \$1,280,322.00

Maximum amount for Non-CMV Traffic Enforcement (10% of Basic funding amount): \$598,205.00

- **Your overtime costs have exceeded the 15% limit. If you have not already included a justification to exceed the limit, a justification must be included in the Personnel section of the affected Spending Plan(s).**

<b>Personnel (Payroll Costs)</b>				
	85% Federal Share	15% State Share	Total Grant Expenditures	Planned MOE Expenditures
Overtime	\$150,014.80	\$26,473.20	\$176,488.00	\$0.00
<b>Subtotal for Personnel</b>	<b>\$150,014.80</b>	<b>\$26,473.20</b>	<b>\$176,488.00</b>	<b>\$0.00</b>

<b>Fringe Benefit Costs (Health, Life Insurance, Retirement, etc.)</b>				
	85% Federal Share	15% State Share	Total Grant Expenditures	Planned MOE Expenditures
Overtime	\$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>\$0.00</b>

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

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

Other Expenses				
	85% Federal Share	15% State Share	Total Grant Expenditures	Planned MOE Expenditures
<b>Subtotal for Other Expenses including Training &amp; Conferences</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</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>\$150,014.80</b>	<b>\$26,473.20</b>	<b>\$176,488.00</b>	<b>\$0.00</b>
<b>Total Costs Budgeted</b>	<b>\$150,014.80</b>	<b>\$26,473.20</b>	<b>\$176,488.00</b>	<b>\$0.00</b>

<b>Comprehensive Budget</b>
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*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	\$7,255,160.00	\$1,280,322.00	\$8,535,482.00

- 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.
- Your overtime costs have exceeded the 15% limit. If you have not already included a justification to exceed the limit, a justification must be included in the Personnel section of the affected Spending Plan(s).

Cost Summary by Budget Category				
	85% Federal Share	15% State Share	Total Grant Expenditures	Planned MOE Expenditures
Personnel Total	\$4,246,190.23	\$749,327.69	\$4,995,517.92	\$158,400.90
Fringe Benefit Total	\$1,854,114.58	\$327,196.61	\$2,181,311.19	\$48,093.13
Program Travel Total	\$46,127.80	\$8,140.20	\$54,268.00	\$0.00
Equipment Total	\$0.00	\$0.00	\$0.00	\$0.00
Supplies Total	\$196,737.62	\$34,718.42	\$231,456.04	\$0.00
Contractual Total	\$81,176.70	\$14,325.30	\$95,502.00	\$0.00
Other Expenses Total	\$830,818.90	\$146,615.10	\$977,434.00	\$95,025.00
Total Costs				
	85% Federal Share	15% State Share	Total Grant Expenditures	Planned MOE Expenditures
Subtotal for Direct Costs	\$7,255,165.83	\$1,280,323.32	\$8,535,489.15	\$301,519.03
Indirect Costs	\$0.00	\$0.00	\$0.00	\$0.00
<b>Total Costs Budgeted</b>	<b>\$7,255,165</b>	<b>\$1,280,324</b>	<b>\$8,535,489</b>	<b>\$301,519</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.
- Your overtime costs have exceeded the 15% limit. If you have not already included a justification to exceed the limit, a justification must be included in the Personnel section of the affected Spending Plan(s).

## CMV INJURY CRASHES RURAL VS. URBAN

YEAR	RURAL	URBAN
2012	49%	51%
2013	47%	53%
2014	49%	51%
2015	48%	52%
2016 – June 30 <sup>th</sup>	44%	56%

Source: Indiana State Police ARIES Crash Report System (run date 7/1/2016)

# Analysis & Information

## Federal Motor Carrier Safety Administration

### Indiana Traffic Enforcement Activity Summary

**Data Source:** FMCSA Motor Carrier Management Information System (MCMIS) data snapshot as of 5/27/2016 , including c  
The data presented below are accurate as of the date listed, but are subject to update as new or additional information may be re

**Report Filters:**

All Domiciles  
All Vehicles

Activity	Summary	FY 2012		FY2013	
		State	Total	State	Total
Number of Traffic Enf. Inspections		30728	30738	26256	26258
	With Moving Violations	21899	21899	22355	22355
	With Drug & Alcohol Violations	53	53	38	38
	With Railroad Crossing Violations	4	4	7	7
	With Non-specified State Law/Miscellaneous Violations	10234	10244	4594	4596
Number of Traffic Enf. Violations		34144	34155	28277	28279
	Moving Violations	22691	22691	23298	23298
	Drug & Alcohol Violations	64	64	39	39
	Railroad Crossing Violations	4	4	7	7
	Non-specified State Law/Miscellaneous Violations	11385	11396	4933	4935



current year-to-date information for FY 2016.  
ported to MCMIS following the snapshot date.

FY2014		FY2015		FY2016	
State	Total	State	Total	State	Total
28758	28758	23167	23167	15346	15346
24716	24716	20059	20059	13547	13547
38	38	37	37	31	31
2	2	23	23	3	3
4788	4788	3672	3672	2155	2155
30850	30850	24927	24927	16352	16352
25713	25713	20943	20943	14036	14036
39	39	38	38	31	31
2	2	23	23	3	3
5096	5096	3923	3923	2282	2282

# Analysis & Information

## Federal Motor Carrier Safety Administration

### Indiana Roadside Inspections by Inspection Level

**Data Source: FMCSA Motor Carrier Management Information System (MCMIS) data snapshot as of 5/27/201**

The data presented below are accurate as of the date listed, but are subject to update as new or additional informa

#### Report Filters:

All Domiciles

All Vehicles

Inspection Level	FY 2012 Total	FY 2013 Total	FY 2014 Total	FY 2015 Total	FY 2016 Total
I. Full	12017	10233	7100	6159	3681
With OOS Viol (Level 1)	4184	3626	2634	2037	1203
II. Walk-Around	19185	18648	16774	14261	8708
With OOS Viol (Level 2)	3922	3868	3522	3082	2007
III. Driver Only	52155	41520	43889	36255	26308
With OOS Viol (Level 3)	3186	2415	2596	2035	1412
IV. Special Study	48	129	286	165	166
With OOS Viol (Level 4)	1	34	57	37	23
V. Terminal	146	122	302	334	191
With OOS Viol (Level 5)	17	18	54	58	28
VI. Radioactive Materials	0	0	0	0	0
With OOS Viol (Level 6)	0	0	0	0	0
<b>Total</b>	<b>83551</b>	<b>70652</b>	<b>68351</b>	<b>57174</b>	<b>39054</b>



## CMV Injury Crashes Primary Contributing Factors

YEAR	Left of center /off road/unsafe lane movement	Failure to Yield	Speed/ Unsafe Speed for conditions	Disregarding Signal or Sign	Following too Close	
2012	<b>362</b> 20%	<b>297</b> 16.7%	<b>200</b> 11%	<b>127</b> 7%	<b>265</b> 15%	
2013	<b>383</b> 21%	<b>272</b> 15%	<b>219</b> 12%	<b>176</b> 10%	<b>266</b> 14.7%	
2014	<b>319</b> 19.7%	<b>246</b> 15%	<b>262</b> 16%	<b>101</b> 6%	<b>266</b> 16.4%	
2015	<b>493</b> 16%	<b>325</b> 10%	<b>280</b> 9%	<b>82</b> 6%	<b>325</b> 10%	
2016 – June 30 <sup>th</sup>	<b>233</b> 22%	<b>170</b> 16%	<b>131</b> 12%	<b>82</b> 7%	<b>188</b> 17%	

SOURCE: Indiana State Police AREIS Crash Records (report run date 7/5/2016)

## TOTAL NUMBER OF CMV CRAHSES AND PERCENTAGE BY ROADWAY CLASSIFICATION

YEAR	INTERSTATE	US ROUTE	STATE ROAD	CITY/LOCAL ROAD	COUNTY ROAD
2012 1,776 TOTAL*	546 28%	381 20%	394 21%	439 23%	109 6%
2013 1,811 TOTAL*	517 29%	359 20%	344 19%	424 24%	102 6%
2014 2,164 TOTAL*	729 33%	404 18%	389 18%	481 22%	116 5%
2015 2110 TOTAL*	657 31%	397 18%	397 18%	541 25%	95 4%
2016 to JUNE 30, 2016 1049 TOTAL*	314 29%	184 17%	194 18%	286 27%	48 4%

*The total reflects those that were roadway type unknown or does not fit in the other categories, these crashes are not part of this table.*

SOURCE: INDIANA STATE POLICE ARIES CRASH RECORDS (REPORT RUN DATE 7/5/2015)

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

I, **Douglas G. Carter, Superintendent**, on behalf of the State of Indiana, 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 **Indiana State Police** as the Lead State Agency to administer the Commercial Vehicle Safety Plan throughout the State for the grant sought and **Indiana State Police** to perform defined functions under the CVSP. The Lead State Agency has the legal authority, resources, and qualified personnel necessary to enforce the State's commercial motor carrier, driver, and highway hazardous materials safety laws, regulations, standards, and orders.
3. The State will obligate the funds or resources necessary to provide a matching share to the Federal assistance provided in the grant to administer the plan submitted and to enforce the State's commercial motor carrier safety, driver, and hazardous materials laws, regulations, standards, and orders in a manner consistent with the approved plan.
4. The laws of the State provide the State's enforcement officials right of entry (or other method a State may use that is adequate to obtain the necessary information) and inspection sufficient to carry out the purposes of the CVSP, as approved, and provide that the State will grant maximum reciprocity for inspections conducted pursuant to the North American Standard Inspection procedure, through the use of a nationally accepted system allowing ready identification of previously inspected CMVs.
5. The State requires that all reports relating to the program be submitted to the appropriate State agency or agencies, and the State will make these reports available, in a timely manner, to the FMCSA on request.
6. The State has uniform reporting requirements and uses FMCSA designated forms for record keeping, inspection, and other enforcement activities.
7. The State has in effect a requirement that registrants of CMVs demonstrate their knowledge of the applicable Federal or State CMV safety laws or regulations.
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 **David R. Murtaugh**.

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 7/8/2016

Signature

D. G. Carter Douglas G Carter

## NUMBER OF PBBT INSPECTIONS

<b>YEAR</b>	<b># of PBBT Inspections</b>	<b># of OOS vehicles</b>	<b>Percentage of OOS vehicles</b>
<b>2015</b>	265	65	24%
<b>2014</b>	382	105	27%
<b>2013</b>	1,325	367	27%
<b>2012</b>	1,560	539	34%

As mentioned previously, the information above should also be included in your Agency Overview to be submitted by Friday, August 15.

Note: A new Position Control Record (PCR) must be established for any new positions requested due to new programs. Remember, when developing the budgets for Special Initiatives, new position requests should be budgeted at the middle of the established salary level currently in effect. Please work directly with your Budget Analyst if you have questions about what level to fund new positions classified as Executive Broadband. Fringe benefit amounts will be calculated automatically for you. Requests for new positions will be closely scrutinized.

For your information the Fringe Benefits are calculated as follows:

	FY 2015	Base	FY 2016	FY 2017
The following are calculated as a percentage of salary:				
Life Insurance	0.15%	0.15%	0.15%	0.15%
Social Security	7.65%	7.65%	7.65%	7.65%
PERF-State Share	11.20%	11.20%	11.20%	11.20%
PERF-Employee Share Paid by State	3.00%	3.00%	3.00%	3.00%
Disability Insurance	1.75%	1.75%	1.75%	1.75%
Total % of Payroll	23.75%	23.75%	23.75%	23.75%
Full-Time Employees	23.75%	23.75%	23.75%	23.75%
Part-Time Employees	21.85%	21.85%	21.85%	21.85%
Intermittent Employees	7.65%	7.65%	7.65%	7.65%

Police 2016  
 .15 life ins  
 1.45 FICA  
 1.75 disability  
 23.90 Pension  


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 27.25 %

DEPARTMENT OF STATE POLICE OF INDIANA  
PENSION TRUST AGREEMENT

Summary of Revised Actuarial Valuation as of July 1, 2015

Introduction

This Valuation has been prepared as of July 1, 2015 for the Plan which was originally effective July 1, 1937. As of the valuation date there were 1,187 active participants, 18 DROP participants, 1,251 retirees, 337 beneficiaries, and 156 terminated or disabled participants entitled to future benefits (includes 0 due and unpaid).

We have established the following contribution as of July 1, 2015:

Recommended Minimum Contribution	\$ 16,184,566
(30-Year Amortization of Unfunded Liability starting July 1, 2010 - 25 years remaining as of July 1, 2015)	
Contribution as Percentage of Anticipated Payroll	23.9%

**Please note that the July 1, 2015 results shown in this report have been revised from the report issued on September 30, 2015 to reflect data corrections for active participant appointment dates as well as a mortality update reflecting the MP-2015 Mortality Improvement Projection Scale.**

This report reflects the plan provisions in effect as of July 1, 2015. Refer to the exhibit titled Summary of Plan Provisions for a brief description of benefits provided by this plan.

The Recommended Minimum Contribution is composed of normal cost of \$11,267,009, a net amortization payment of \$8,298,079, and less \$4,040,844 in member contributions. The contribution also includes one-half year's interest to reflect the fact that contributions are received monthly.

As of July 1, 2015, the Unfunded Actuarial Accrued Liability is \$105,596,921, which represents 156.1% of anticipated payroll. The assets expressed as a percentage of the total accrued liability are 81.5% as of July 1, 2015 as compared to 85.0% as of July 1, 2014.



# INDIANA STATE POLICE HEALTH CARE PLAN

## EMPLOYEE CONTRIBUTIONS

### BLUE ACCESS PLAN

*Effective January 1, 2016*

#### BIWEEKLY RATES

Single Alternative Plan (High Deductible, Medical/Vision/Dental)	\$294.75	
State Contribution.....	- 243.75	single
Employee Contribution	\$51.00	
*****		
Employee Only (Medical/Vision/Dental)	\$348.52	
State Contribution.....	- 243.75	single
Employee Contribution	\$104.77	
*****		
Employee + One Dependent (Medical/Vision/Dental)	\$843.09	
State Contribution.....	-681.80	family
Employee Contribution	\$161.29	
*****		
Employee + Multiple Dependents (Medical/Vision/Dental)	\$895.31	
State Contribution.....	-681.80	family
Employee Contribution	\$213.51	
*****		
Biweekly 401(h) contribution	\$ 20.00	

Human Resources Division Telephone Numbers

317-232-8275

1-800-622-4995 (In State Only)

### ANNUAL CERTIFICATION OF COMPATIBILITY

*In accordance with 49 CFR, Parts 350 and 355, as Superintendent for the Indiana State Police, State of Indiana, I do hereby certify the State of Indiana's compatibility with appropriate parts of the Federal Motor Carrier Safety Regulations (FMCSRs) and the Federal Hazardous Material Regulations (FHMRS) as follows:*

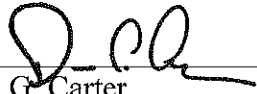
*INTERSTATE MOTOR CARRIERS IC 8-2.1-24-18 Indiana Law adopts:*

*Title 49, Code of Federal Regulations 382, 385, through 387, 390 through 393, and 395 through 398. Title 49 CFR 107(F), 171 through 173, 177 through 178 and 180.*

*IC 9-24-6-2, Indiana Law adopts Title 49, CFR 383.*

#### *INTRASTATE MOTOR CARRIERS*

*An amendment to 8-2.1-24-18 exempts all intrastate carriers except those over 26,000 lbs GVWR, GCWR, GW, or Registered weight. Also subject to the FMCSRs are those transporting hazardous materials, operating for-hire, or a vehicle designed to transport 16 or more passengers including the driver.*

  
\_\_\_\_\_  
Douglas G. Carter,  
Indiana State Police, Superintendent

MCSAP MAINTENANCE OF EFFORT (MOE) SUBSTANTIATION TEMPLATE  
FEDERAL FISCAL YEAR (FFY): 2015

LEAD AGENCY MCSAP-ELIGIBLE EXPENDITURES for FFY 2015 (October 1, 2014 through September 30, 2015)		FFY 2015 TOTAL MCSAP ELIGIBLE EXPENDITURES <sup>1</sup>
<b>Personnel (Payroll Costs)</b>		
Salary		\$2,616,254.51
Overtime (Allowed Basic and Incentive Funded)		\$118,635.70
Other Payroll Costs ( <i>describe</i> )		
CMV Traffic Enforcement with Safety Inspection		\$221,725.00
	Subtotal for Personnel	\$2,956,615.21
<b>Fringe Benefit Costs (Health, Life Insurance, Retirement, etc.)</b>		
Fringe Benefit Costs (Health, Life Insurance, Retirement, etc.)		\$1,464,489.26
	Subtotal for Fringe Benefits	\$1,464,489.26
<b>Program Travel</b>		
Routine MCSAP-related Travel (Lodging/Meal Allowance)		\$22,509.69
Conference Travel		\$11,928.16
Training Travel		\$3,289.88
Costs for hiring new MCI's (travel and lodging)		\$549.00
	Subtotal for Program Travel	\$38,276.73
<b>Equipment</b>		
<b>Vehicles and Related Vehicle Equipment</b>		
Vehicles		
Other Inspection Vehicle Equipment (Radios, etc.)		\$7,594.92
(Specify)		
	Subtotal for Vehicles and Related Vehicle Equipment	\$7,594.92
<b>Non-Vehicle Equipment</b>		

Other Equipment (Not included above)	\$585.30
Repairs to portable brake tester	\$361.79
<b>Subtotal for Non-Vehicle Equipment</b>	<b>\$947.09</b>
<b>Subtotal for Equipment</b>	<b>\$8,542.01</b>
<b>Supplies</b>	
Office Supplies	\$23,744.50
Uniforms and Other Related Supplies	\$20,436.25
Computers	
Printers	
<b>Subtotal for Supplies</b>	<b>\$44,180.75</b>
<b>Contractual (Sub Grantees, Consultant Services, etc.)</b>	
Copiers	\$8,789.50
Temporary employees	\$58,750.62
<b>Subtotal for Contractual</b>	<b>\$67,540.12</b>
<b>Other Expenses</b>	
Training Costs (Tuition, materials, etc.) FMCSR's and out of service books	\$12,734.37
CVSA Decals	\$2,044.00
Conferences Costs (Registration fees, etc.) CVSA membership	\$13,300.00
Fuel Costs/Fleet Cost (Mileage/Repairs)	\$395,616.68
Repair and Maintenance of Vehicles Not Under Contract	\$125.00
Communications (air cards, mobile phones, etc.)	\$69,985.02
Routine MCSAP-related Travel	\$2,318.84
<b>Subtotal for Other Expenses including Training &amp; Conferences</b>	<b>\$496,123.91</b>
<b>TOTAL DIRECT COSTS</b>	<b>\$5,075,767.99</b>
<b>TOTAL APPROVED INDIRECT COSTS</b>	<b>\$0.00</b>
<b>TOTAL MCSAP ELIGIBLE COSTS EXPENDED</b>	<b>\$5,075,767.99</b>
<b>Federal Grant Funds Expended</b>	<b>\$3,877,158.46</b>
<b>Associated State Matching Funds Expended</b>	<b>\$969,289.61</b>
<b>Total Grant Related Funds Expended</b>	<b>\$4,846,448.07</b>
<b>Total MOE Funds Expended</b>	<b>\$229,319.92</b>
<b>CERTIFICATION AND VALIDATION OF FFY 2015 MOE EXPENDITURES</b>	

<b>TOTAL MOE BASELINE</b> (MAP-21 Baseline years of 2004 and 2005)	\$148,328.92
<b>TOTAL MOE EXPENDITURES</b>	\$229,319.92
<p>I hereby certify as follows that the information included in this template is true, accurate and complete. I acknowledge that any knowingly false or misleading statement may be punishable by fine or imprisonment or both under applicable federal law:</p> <p>(1) The State lead MCSAP agency has validated and met the minimum MOE baseline expenditure amount for FFY 2015.</p> <p>(2) All Lead Agency expenditures included in the template are MCSAP-eligible.</p> <p>(3) Supporting documents are available for review by the Federal Motor Carrier Safety Administration upon request.</p>	
NAME AND TITLE OF STATE OFFICIAL : Sergeant Michael J. Meinzingen	DATE: 6-2-2016
EMAIL ADDRESS FOR CERTIFYING OFFICIAL: mmeinzingen@isp.in.gov	PHONE NUMBER: 317-615-7409





U.S. Department  
of Transportation

Federal Motor Carrier  
Safety Administration

1200 New Jersey Avenue, SE  
Washington, DC 20590

September 16, 2016

In Reply Refer To: MC-CR  
FY 2017 Pre-Award ISP

Mr. Douglas G. Carter, Superintendent  
Indiana State Police  
100 N. Senate Avenue  
Indianapolis, IN 46204-2259

Dear Mr. Carter:

We are in receipt of the Indiana State Police's (ISP) Federal Motor Carrier Safety Administration (FMCSA) Title VI Program Compliance Plan. While the Title VI Program Compliance Plan is not a FMCSA Notice of Funding Availability (NOFA) Title VI Program requirement for Fiscal Year (FY) 2016, it will be an FMCSA NOFA Title VI Program requirement for FY 2017. FMCSA's Office of Civil Rights is using FY 2016 to work with all FMCSA Grant Applicants to ensure that each Grant Applicant has an approved FMCSA Title VI Program Compliance Plan for FY 2017.

We have reviewed your FMCSA Title VI Program Compliance Plan and find that the Plan contains all elements stipulated in the FMCSA Title VI Program Compliance Plan Checklist. Therefore, FMCSA approves the ISP's Title VI Program Compliance Plan. We do request that the ISP notify FMCSA's Office of Civil Rights should it sub-award FMCSA funds and/or be the object of a Title VI Program compliance review conducted by another Federal agency. In this eventuality, we will coordinate with the ISP to ensure that the Title VI Program Compliance Plan is updated.


Regarding the future use of the Title VI Program Compliance Plan, the ISP will be ready to submit the approved Plan with the applicable FY 2017 FMCSA Grant NOFA at the appropriate time. The only update that will be necessary to the approved Title VI Program Compliance Plan will be to update the signature and date on the Policy Statement and Assurance and include any procedural changes that may have taken place in the interim.

On an annual basis, FMCSA's Office of Civil Rights will conduct compliance reviews of a representative sampling of FMCSA Grant Recipients. FMCSA has approximately 125 Recipients annually. If and/or when the ISP is chosen as one of the FMCSA Grant Recipients' Title VI Program that will be reviewed in a given year, the Office of Civil Rights will use the approved Title VI Program Compliance Plan as the basis for conducting the desk audit and will request additional documentation as deemed appropriate during the review.

In addition, a small number of Recipients who are selected for a Title VI Program compliance review will also be selected for an on-site visit which will include personnel interviews. We appreciate your future assistance in the event the ISP is chosen for a compliance review in a given year.

If at any time your Agency has Title VI Program-related questions, please do not hesitate to contact Mr. Lester Finkle, National Title VI Program Manager at (202) 366-4474 or [lester.finkle@dot.gov](mailto:lester.finkle@dot.gov).

Sincerely,

  
for

Kennie J. May, Sr.  
Director  
Office of Civil Rights

Cc: Nila Miller-Cronk, Major, Internal Investigations Section, Indiana State Police  
Kenneth Strickland, Division Administrator, Indiana Division Office  
Daniel Beaver, State Program Specialist, Indiana Division Office