

NEW YORK

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

Date of Approval: Jan 09, 2017

Final CVSP

Basic and Incentive Program Overview

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

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

Instructions:

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

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

The mission of the New York State agencies that participate in the Commercial Vehicle Safety Program is to reduce fatal and serious injury crashes involving large trucks and buses on New York's roadways. The NYS Department of Transportation (NYSDOT) is the lead agency for the administration of the Commercial Vehicle Safety Plan, which is implemented in collaboration with the NYS Division of State Police.

In addition to the FMCSA New York Division, other key partners are the NYS Department of Motor Vehicles (NYSDMV), which is responsible for the licensing of CMV drivers and compliance with CDL regulations, the Institute for Traffic Safety Management and Research (ITSMR), which provides data and analytical support for the development of the CVSP and conducts ongoing monitoring and the annual assessment of the program's progress and achievements, the Governor's Traffic Safety Committee, which is responsible for the state's highway safety program, and the NYS Motor Truck Association, which represents and serves as a liaison with the state's trucking industry. Representatives from each of these organizations meet on a quarterly basis to exchange information on the status of program activities, new federal and state regulations and other initiatives, and to discuss emerging issues affecting commercial vehicle safety in New York.

To support the mission of New York's CVSP, the following goal has been set:

Reduce the number of fatalities in crashes involving large trucks and buses in New York State 3% from the 2013-2015 average of 126 to 122 in 2017

Data Sources: NYS Accident Information System (AIS) accessed through the online Traffic Safety Statistical Repository (TSSR), capture date 6/16/2016 and NYS SAFETYNET/NGA System, capture date 6/15/2016

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.

As the lead MCSAP agency, the NYS Department of Transportation collaborates with the NYS Division of State Police on the implementation of New York's commercial motor vehicle enforcement program. The primary component of the state's comprehensive commercial vehicle safety program is its roadside safety inspection program for commercial vehicles and drivers. Under the MCSAP grant program, the state's 62 counties are organized into six MCSAP regions: Region 1-Albany, Region 3-Syracuse, Region 5-Buffalo, Region 8-Poughkeepsie, Region 10-Hauppauge, and Region 11-New York City. Roadside safety inspections are conducted in each of the six regions at rest areas and other locations that accommodate inspection activities in a safe manner.

Inspections are conducted by teams that include the following NASTI trained personnel: 29 full-time NYSDOT Motor Vehicle Inspectors/Supervising Motor Vehicle Inspectors (MVIs/SMVIs), 5 part-time NYSDOT MVIs/SMVIs, 37 part-time NYSDOT Motor Carrier Investigators/Supervising Motor Carrier Investigators (MCIs/SMCIs), 1 part-time NYSDOT Intermodal Transportation Specialist 1 (ITS1), 2 part-time NYSDOT Intermodal Transportation Specialist 2s (ITS2s), 1 part-time NYSDOT Intermodal Transportation Specialist 3 (ITS3), 96 State Troopers assigned full-time to the Commercial Vehicle Enforcement Unit (CVEU), which is dedicated to CMV inspection and traffic enforcement, 96 State Troopers assigned to the Traffic Incident Management (TIM) detail, who conduct CMV inspections part-time, 187 State Troopers, whose primary assignment is Interstate Highway Patrol (IHP) and who conduct CMV inspections part-time, and 50 NYC Troopers, who perform level 3 inspections. The IHP Troopers will be trained during FFY 2016 and will be certified to conduct inspections starting in FFY 2017. All NYSDOT personnel listed are full-time employees; the ones listed as part-time, work on MCSAP Basic Grant functions on a part-time basis. The inspection teams ensure safe traffic operations, conduct safety inspections, and issue traffic summonses.

3 - Basic and Incentive Minimum Requirements - Driver Activities

Instructions:

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

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

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

Enter explanation of activities:

4 - Basic & Incentive Minimum Requirements - Federal Registration & Financial Responsibility Activities
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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
01/01/2015	12/31/2015	109	79	109
01/01/2014	12/31/2014	79	85	79
01/01/2013	12/31/2013	105	90	105
01/01/2012	12/31/2012	92	95	92
01/01/2011	12/31/2011	96	95	96

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

NYS Accident Information System (AIS) accessed through the online Traffic Safety Statistical Repository (TSSR), capture date 6/16/2016. Data for 2015 are preliminary; final 2015 crash data will be available fall 2016.

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

After increasing to 105 in 2013, the number of fatalities in large truck crashes dropped by 25% to 79 in 2014. This large reduction was not sustained; preliminary 2015 data indicate that large truck fatalities increased to 109, the highest number of the five-year period, 2011-2015.

NOTE: The source of the crash data used in New York's CVSP is the state's Accident Information System (AIS). In the AIS, the definition of a large truck is based on three criteria: 1) registered weight \geq 10,000 pounds; 2) truck/bus class type; and 3) vehicle body type.

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: Other

State Defined Measurement Period (Include 5 Periods)		Fatalities	Goal As Expressed In CVSP (State Defined Measurement)	Outcome (As It Relates To The Goal Column)
Begin Date	End Date	Number of Lives		Indicate Actual Outcome
01/01/2015	12/31/2015	30	406	398
01/01/2014	12/31/2014	29	395	442
01/01/2013	12/31/2013	26	507	665
01/01/2012	12/31/2012	26	425	653
01/01/2011	12/31/2011	32	425	575

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

NYSDOT SAFETYNET/NGA System, 6/15/2016. Data for 2015 are preliminary.

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

While New York tracks the number of fatalities in crashes involving passenger carriers, the performance measure for 2011-2013 was the number of **all crashes** (fatal, personal injury, and property damage) involving buses. As the table indicates, in 2011-2013, New York's annual bus crash reduction goals were not met.

Beginning with the FFY 2014 CVSP, **fatal and personal injury crashes** involving passenger carriers is the performance measure New York tracks to determine success in achieving the established goal.

Preliminary 2015 NGA data indicate a reduction in fatal and personal injury bus crashes to 398 (compared to 442 in 2014) showing improvement beyond the goal of 406 set for 2016.

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: N/A

State Defined Measurement Period (Include 5 Periods)		Fatalities	Goal As Expressed In CVSP (State Defined Measurement)	Outcome (As It Relates To The Goal Column)
Begin Date	End Date	Number of Lives		Indicate Actual Outcome
01/01/2015	12/31/2015	1		
01/01/2014	12/31/2014	1		
01/01/2013	12/31/2013	1		
01/01/2012	12/31/2012	4		
01/01/2011	12/31/2011	3		

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

NYSDOT SAFETYNET/NGA System, 9/15/16

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

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		
10/01/2015	06/24/2016	9817	11819
10/01/2014	09/30/2015	13930	16813
10/01/2013	09/30/2014	12774	15895
10/01/2012	09/30/2013	14487	17829
10/01/2011	09/30/2012	12880	16204



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



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

State Defined Measurement Period (Include 5 Periods)		Number Of Non-CMV Traffic Enforcement Stops	Number of Citations and Warnings Issued
Begin Date	End Date		
10/01/2015	03/31/2016	284	284
10/01/2014	09/30/2015	553	553
10/01/2013	09/30/2014	994	994
10/01/2012	09/30/2013	1337	1337
10/01/2011	09/30/2012	1254	1254

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

Table 1 Data Source: FMCSA A&I Online, capture date 6/24 /2016. Table 2 Data Source: New York State Police FFY 2016 MCSAP Quarterly Reports (Q1 and Q2)- citations issued to non-CMV drivers during Distracted & Aggressive Driving Enforcement Details conducted by the New York State Police. Note: While TIM Troopers also stop and ticket CMV drivers for traffic violations during Distracted & Aggressive Driving Enforcement Details, an inspection is conducted in conjunction with every traffic enforcement stop.

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:**

Plan and conduct the annual New York State Truck Safety and Education Symposium and Safety Exhibition. Participate in both the CVSA International Roadcheck Week in June 2016 and the CVSA Brake Safety Week in September 2016. Provide educational presentations and other types of outreach to the CMV industry, law enforcement, court personnel, and the general public to raise awareness of issues related to CMV safety.

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

Maintain and enhance outreach efforts with the motor carrier industry to provide education and training that will improve the safety and security of New York's roadways by conducting a minimum of 69 educational and outreach programs in FFY 2016.

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

In the first two quarters of FFY 2016, 80 educational and outreach programs were conducted, exceeding the target of 69 set for the year. In addition, the annual New York State Truck Safety and Education Symposium and Safety Exhibition was held April 5-6, 2016 in Saratoga Springs.

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

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

Instructions:

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

Activity #1

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

Motorcoach/Bus Safety Enforcement Details: In addition to increasing routine bus inspections, NYSDOT and the State Police conduct special bus safety strikeforce details focusing on locations in the MCSAP Regions with high volumes of bus/motor coach traffic and origin/destination locations such as tourist attractions. The State Police participate in conducting the inspection details. TIM Troopers patrol known bus routes and conduct Level 3 inspections or take other enforcement action when warranted. NYSDOT Investigators also partner with FMCSA in conducting Enhanced Investigations and inspections at carrier locations in conjunction with completing federal compliance reviews.

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

Reduce the number of fatal and personal injury crashes involving buses from the 2012-2014 average of 423 to 398 in 2016.

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

Based on preliminary data from NYSDOT's SAFETYNET/NGA system, there were 398 fatal and personal injury crashes involving buses in New York State in 2015, matching the target set for 2016 (capture date 6/15/16). The final determination of whether the goal has been met will be made when the final 2015 data are available.

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

Activity #2

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

Enforcement of Federal Out-of-Service Orders During Roadside Activities: In accordance with the program's written policy, NYSDOT MVIs and MCIs and NY State Police Troopers assigned to CVEU, TIM, and IHP are required to verify carrier status as part of the Level 3 inspection procedures. The technologies used to identify OOS carriers include the federal Query Central and MCMIS systems. Carriers found to be suspended are placed out of service, and copies of all documents associated with the load, as well as driver's logbook, are forwarded to the FMCSA NY Division. Quality assurance that these procedures are followed by field inspectors/investigators is achieved through persistent training/coaching by supervisory staff. In instances where information technology problems/defects occur, the problems are evaluated and addressed. The Imminent Hazard and Unsatisfactory/Unfit OOS Carrier report run and distributed by the FMCSA Program Office is used to monitor the percentage of OOS carriers identified during roadside inspections.

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

Increase the catch rate for imminent hazard and unsatisfactory/unfit OOS carriers from 60% to 85%.

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

The Imminent Hazard and Unsatisfactory/Unfit OSS Carrier Report provided by FMCSA indicates that 5 out of 12 (41.67%) carriers operating while OOS were identified during inspections conducted over the time period 5/1/15-4/30/16. Based on the results in this report, it appears that the goal of increasing the catch rate to 85% will be difficult to achieve.

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

The addition of several new inspectors has affected the catch rate. Additional monitoring and training will be provided. As these inspectors become more experienced, it is anticipated that the catch rate will improve.

Activity #3

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

New York has undertaken monitoring activities to identify and address New York domiciled motor carriers that violate 49 FMCSR 396.9(c)(2) by failing to correct defects previously cited on roadside inspection reports. Federally-applicable failure to correct defects (violations related to CDL licensing and/or drugs or alcohol) results in CSA intervention by federally-certified NYSDOT investigators. Motor Carrier Investigators and their supervisors determine if carrier interventions are appropriate; if applicable, these carrier interventions are assigned to state personnel who are federally-certified to conduct compliance reviews. Other carriers are subject to intrastate review, data collection, and education/technical assistance.

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

Take action on 75% of those New York domiciled motor carriers, who are identified through investigations to have 396.9(c)(2) violations

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

In FFY 2016 Quarter 1, 100% of the New York domiciled carriers with 396.9(c)(2) violations identified in April-June 2015 received follow-up action by NYSDOT. The FFY 2016 Quarter 2 report also indicates that 100% of the carriers identified in July-September 2015 received follow-up action by NYSDOT. Based on the results reported for the first two quarters of FFY 2016, New York is likely to surpass the target of 75%.

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

There is a two-quarter lag in the data reported in the MCSAP Quarterly Reports because of the length of time required for the investigation/follow-up action process to be completed.

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:

Unsafe driver behaviors on the part of both CMV drivers and other drivers involved in large truck crashes are the most frequently reported contributing factors in large truck crashes. Analyses of preliminary 2015 crash data from New York's AIS database indicate that in crashes involving a large truck and another vehicle, the most frequently reported factors for truck drivers were driver inattention/distraction (11%) and actions related to aggressive driving, including passing/lane changing (11%) and following too closely (9%). The other drivers involved in crashes with large trucks were also assigned contributing factors related to aggressive driving, including passing/lane changing (16%), failure to yield the right-of-way (9%) and following too closely (8%), as well as driver inattention/distraction (10%). Unsafe speed was a factor for 4% of the truck drivers and 6% of the other drivers involved in large truck crashes.

Based on preliminary 2015 data from the AIS, the number of fatal cashes involving large trucks continued to fluctuate; between 2013 and 2014, fatal crashes decreased from 94 to 74 and then increased to 97 in 2015. Further analyses showed that fatal truck crashes increased between 2014 and 2015 in every MCSAP Region with the exception of Region 1 (Albany) where large truck fatal crashes remained steady at 14 and Region 11 (NYC) where large truck fatal crashes decreased from 16 to 14. The largest increase in large truck fatal crashes occurred in Region 3-Syracuse (from 8 to 17) and Region 5 -Buffalo (from 16 to 24). The final 2015 AIS data will be available in fall 2016.

NOTE: The source of the crash data used in New York's CVSP is the state's Accident Information System (AIS) which is accessed through the online Traffic Safety Statistical Repository (TSSR). In the AIS, the definition of a large truck is based on three criteria: 1) registered weight \geq 10,000 pounds; 2) truck/bus class type; and 3) vehicle body type.

Enter Data Source Capture Date:

06/16/2016

Enter Data Source:

NYS Accident Information System (AIS) accessed through the online Traffic Safety Statistical Repository (TSSR).

Enter Crash Reduction Goal

Reduce the number of fatalities in crashes involving large trucks in New York State 3% from the 2013-2015 average of 98 to 95 in 2017.

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.

Distracted and Aggressive Driving Enforcement Details

In FFY 2017, the New York State Police Commercial Vehicle Enforcement Unit (CVEU) will conduct 10 Distracted and Aggressive Driving Enforcement Details across the state each quarter. The [REDACTED] details are conducted in areas with a high volume of CMV traffic and crashes. CVEU Troopers conduct truck inspections at fixed road checks and focus on driver-related violations. Traffic Incident Management (TIM) Troopers conduct traffic enforcement near the inspection sites, focusing on CMV drivers and non-CMV drivers, who commit moving violations, especially aggressive driving and distracted driving-related violations, in the vicinity of large trucks. The CVEU and TIM Troopers will distribute educational brochures focusing on distracted and aggressive driving behaviors to the drivers stopped during the details.

875 of the 67,500 Level 1, 2, and 3 inspections listed in B&I Enforcement Activities Section 1 will be dedicated to this activity.

Troop Specific Safety Initiative Details

Each State Police Troop will conduct special details throughout the year to address CMV safety issues of particular concern in their jurisdictions, such as high crash areas, routes with high CMV traffic volumes, bypass routes known to be used by substandard carriers, citizen complaints, and requests for enforcement support from other law enforcement agencies or NYSDOT.

2,600 of the 67,500 Level 1, 2, and 3 inspections listed in B&I Enforcement Activities Section 1 will be dedicated to this activity.

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.

Performance Measure for Crash Reduction Goal:

Large Truck Fatalities is the performance measure that will be used to monitor progress toward the Crash Reduction Goal.

Monitoring and Evaluation:

The Institute for Traffic Safety Management and Research (ITSMR) will extract preliminary fatality data from New York's AIS on a

quarterly basis to track the measure throughout the year. These preliminary numbers will be reported in the MCSAP Quarterly Reports. Once the data for the calendar year are finalized, the progress made toward the goal will be evaluated and reported in the state's CVSP Annual Assessment Report prepared by ITSMR.

2 - State Safety Data Quality and Information Systems Objective

Instructions:

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

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

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

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

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

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

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

FMCSA A&I Online, capture date 6/24/2016

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 5	Yes
SSDQ	Good	Yes

Data Sources:

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

ITD O&M funding is necessary for the procurement of services for the annual maintenance of NY State's two existing commercial vehicle electronic screening sites (on I-90 WB in the Town of Schodack, Rensselaer Co. and along I-95 NB on the approach to the Alexander Hamilton Bridge in the Borough of Manhattan, New York Co.) for FFY 2017. The scope of the maintenance contract will cover all equipment and systems associated with/incorporated at each site. As part of the terms and conditions, this maintenance contract will be carried out on an annual basis for a total of up to five (5) years. The estimated annual costs for these services (a total cost of \$235,300.00 annually) was developed based on an Invitation For Bids (IFB) proposal for said services advertised by NYSDOT in May of 2016, the resultant bids, and ensuing discussions/negotiations with the bidders/responders. It is critical for the purposes of assisting and enhancing commercial vehicle roadside enforcement activities and for the continued protection of the State's assets (highways and bridges) to maintain NY State's existing e-screening/VWS sites in proper operating order.

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.

SSDQ Rating:

In July 2015, the IP addresses were changed at NYSDOT's Main Office at 50 Wolf Rd. As a result, the tunnel between NYSDOT and FMCSA used to transfer files to and from Safer and MCMIS was broken. It took about six weeks for the appropriate parties at NYS ITS and Volpe to communicate with each other and build another tunnel. The problem started on July 10, 2015; the first day NYSDOT was able to resume importing inspection files was August 26, 2015. A backlog of approximately 16,000 inspection files built up during that time period.

New York's Inspection Timeliness rating dropped to "Fair" beginning with the October 2015 monthly report which covered inspections conducted during the time period 8/1/2014 - 7/31/2015.

PRISM Compliance:

In FFY 2017, New York plans to propose legislation that will support the state's path to full PRISM compliance by October 2020.

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.

SSDQ Rating:

Once the technical issues were resolved in late August 2015, NYSDOT resumed importing and uploading inspections on a regular basis and began working on clearing up the backlog.

Because SafetyNet was unable to download that many files at once, the files had to be imported, processed, and uploaded in smaller batches. All of the files were finally imported, processed, and uploaded by September 9, 2015. Given the 21 day reporting requirement and the length of the time it took to get the problem fixed, many of the inspections from this period were already considered late by the time they were imported and uploaded. Because the inspections had to be batched rather than uploaded all at once, inspections from both July and August 2015 exceeded the timeliness measure.

When the July and August 2015 inspections are no longer included in the evaluation period, New York's rating should improve to "Good".

PRISM Compliance:

Legislation that will enable the state to advance to full PRISM compliance will be proposed.

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.

NYSDOT will continue to monitor the timeliness of the importing, processing and uploading of inspection files and will confirm that the state's rating for this performance measure improves again to "Green" once the monthly results no longer include inspections from the July - August 2015 date range. This is expected to occur with the November 2016 monthly report.

3 - Passenger Carrier Enforcement

Instructions:

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

Check this box if:

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

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

Problem Statement Narrative: Describe problem identified by performance data.

The upward trend in fatal and personal injury crashes involving buses ended in 2014 when the number decreased from 449 in 2013 to 442. Preliminary data for 2015 indicate a further reduction in fatal and personal injury bus crashes to 398. Final 2015 data will be available in fall 2016.

Of particular concern are low fare or curbside operations that provide service to popular destinations such as tourist attractions, casinos, major shopping centers, and prisons. The large majority of fatal and personal injury bus crashes occur in New York's Upstate region (57%-66% in 2013-2015), with MCSAP Region 8 (Poughkeepsie) and MCSAP Region 5 (Buffalo) consistently having the highest proportions of fatal and personal injury crashes of the MCSAP Regions located Upstate. Region 8 (Poughkeepsie) was also the MCSAP Region with the greatest proportion of fatal and personal injury crashes overall in 2015 (26%), followed by Region 10 (Hauppauge) which accounted for 21% of the state's F&PI bus crashes in 2015.

Source: NYS SAFETYNET/NGA System, capture date 6/15/2016

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

Reduce the number of fatal and personal injury crashes involving buses 3% from 398 in 2015 to 386 in 2017. Source: NYS SAFETYNET/NGA System, capture date 6/15/2016

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

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

Motorcoach/Bus Safety Enforcement Details: In addition to increasing routine bus inspections across the state, NYSDOT and the State Police will conduct special bus safety strikeforce details [REDACTED]

[REDACTED] NYSDOT Investigators will also partner with FMCSA in conducting Enhanced Investigations and inspections at carrier locations in conjunction with completing federal compliance reviews.

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.

Performance Measure for Passenger Carrier Enforcement:

Number of Fatal and Personal Injury Crashes Involving Buses is the performance measure that will be used to monitor progress toward the performance objective for Passenger Carrier Enforcement.

Monitoring and Evaluation:

The Institute for Traffic Safety Management and Research (ITSMR) will extract preliminary fatal and personal injury crash data from New York's SAFETYNET/NGA system on a quarterly basis to track the measure throughout the year. These preliminary numbers will be reported in the MCSAP Quarterly Reports. Once the data for the calendar year are finalized, the progress made toward the goal will be evaluated and reported in the state's CVSP Annual Assessment Report prepared by ITSMR.

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%:	42
Enter your State's OOS Catch Rate percentage if below 85%:	42

Performance Objective: Enter performance objective(s).

Increase the catch rate for imminent hazard and unsatisfactory/unfit OOS carriers from 42% to 85% in FFY 2017

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.

All NYSDOT MVIs and MCIs and all NY State Police CVEU, TIM, and IHP Troopers will verify carrier status through Query Central when conducting roadside inspections. Carriers found to be suspended will be placed out of service, and copies of all documents associated with the load, as well as the driver's logbook, will be forwarded to the FMCSA New York Division.

There will be refresher training for new and existing staff. Additionally, correspondence is being sent out from NYSDOT to the other agencies conducting inspections, reiterating that New York is required to identify 85% of the carriers with imminent hazard and unsatisfactory/unfit out of service orders during roadside inspections. New York believes the addition of several new inspectors has affected the percentage identified. It is expected that new inspectors will require some additional monitoring and reminders until they become more experienced in the inspection process.

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.

Performance Measure:

Percentage of imminent hazard and unsatisfactory/unfit OOS carriers identified during roadside inspections

Monitoring and Evaluation:

Quality assurance that the procedures established to enforce federal OOS orders are being followed is achieved by the persistent training/coaching of field inspectors/investigators by supervisory staff. Monitoring takes place by using PRISM report data. Instances where OOS motor carriers were not identified are scrutinized on a case-by-case basis. If information technology problems/defects occur, the problems are evaluated and addressed.

The percentage of OOS carriers identified during roadside inspections will be monitored by utilizing the Imminent Hazard and Unsatisfactory/Unfit OOS report distributed by the FMCSA Program Office.

|

5 - Hazardous Materials Transportation Safety

Instructions:

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

Check this box if:

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

6 - State-Identified Objective (Optional)

Instructions:

Describe any other identified State-specific objectives.

State Objective #1

Enter the title of your State-Identified Objective.

Responding to Carriers, Who Fail to Correct Defects Cited in Roadside Inspections: New York's objective is to investigate and respond to all instances of 396.9(c)(2) violations (failure to correct defects cited on roadside inspection reports) by New York domiciled motor carriers. Federally applicable failure to correct defect violations (related to CDL licensing and/or drug alcohol) result in CSA intervention by federally certified NYSDOT investigators. Other carriers are subject to intrastate review, data collection, and education/technical assistance

Problem Statement Narrative: Describe problem identified by performance data.

Through its monitoring efforts, New York has identified carriers, who continually violate the requirement (396.9(c)(2) to correct previously cited defects discovered during roadside inspections, prior to continuing operations.

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

Take action on a minimum of 85% of those New York domiciled motor carriers with 396.9(c)(2) violations, who are identified through investigations in FFY 2017.

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).

During roadside inspections, Motor Carrier Investigators (MCIs) will collect data and report on all carriers, who violate 396.9(c)(2) of 49 FMCSR. MCIs and their supervisors will determine if federal carrier interventions are applicable in these cases; if applicable, state personnel, who are certified to conduct federal compliance reviews, will be assigned to conduct the interventions. Other carriers will be subject to intrastate review, data collection, and education/technical assistance. .

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.

Percentage of New York domiciled motor carriers identified through investigations with 396.9(c)(2) violations, who are the recipients of follow-up action by NYSDOT. Ongoing monitoring will be conducted on a quarterly basis. Inspection data from New York's SAFETYNET system will be queried to identify carriers, who have violated 396.9 (c)(2). Motor carriers, who failed to correct defects noted during roadside inspections, will be flagged for intervention and follow-up action in the form of federal compliance reviews and sometimes, Notices of Violation. This will be reported on in the quarterly reports submitted to FMCSA.

State Objective #2

Enter the title of your State-Identified Objective.

Enforcement for Carriers with Unreturned Driver Vehicle Examination Reports (DVERs) New York's objective is to monitor and identify New York State domiciled carriers with three or more unreturned

driver vehicle examination reports (DVERs) with out of service violations and schedule those carriers for state compliance reviews.

Problem Statement Narrative: Describe problem identified by performance data.

NYSDOT recently implemented a risk-based process that identifies New York State domiciled carriers, who have been issued out of service vehicle violations and have not returned DVERs certifying that the defects have been corrected (pursuant to 49 CFR 396.9)

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

In FFY 2017, take action and conduct state compliance reviews on approximately 60 of those New York State domiciled carriers, who have been issued out of service vehicle violations and have not returned DVERs certifying that the defects have been corrected (pursuant to 49 CFR 396.9).

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).

Utilizing the risk-based process that identifies which New York State domiciled carriers have been issued out of service vehicle violations and have not returned three or more DVERs certifying that the defects have been corrected (pursuant to 49 CFR 396.9), NYS Investigators will conduct state compliance reviews on the carriers identified.

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.

Number of NYS domiciled carriers with out of service vehicle violations and three or more unreturned DVERs identified and recipients of state compliance reviews Ongoing monitoring will be conducted on a quarterly basis. Inspection data from New York's SAFETYNET system will be queried to identify carriers, who have violated 49 CFR 396.9. Motor carriers, who have been issued out of service vehicle violations and have failed to return three or more DVERs, will be flagged for intervention and follow-up action in the form of state compliance reviews and sometimes, Notices of Violation and Repair Verifications. This will be reported on in the quarterly reports submitted to FMCSA. The reporting on this activity will lag by about a quarter. This is due to the amount of time it takes for the performed reviews to get approved and uploaded to the state review system.

State Objective #3

Enter the title of your State-Identified Objective.

Pre-Authority Intrastate Reviews on New HHG and Passenger Carriers (Please note: NYSDOT does not intend to submit expenses associated with pre-authority reviews for reimbursement. NYSDOT included this objective in the eCVSP because it supplements the other program goals.)

Problem Statement Narrative: Describe problem identified by performance data.

Because of the increase in crashes and other safety concerns, additional steps to ensure the safe operation of both new HHG and Passenger Carriers are warranted before operating authority is granted by NYSDOT.

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

Conduct 140 pre-authority reviews on HHG and passenger carriers in FFY 2017.

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).

For-hire HHG and passenger carriers, who apply for operating authority from NYSDOT, are subject to an enhanced pre-authority compliance review. These reviews are primarily informational. The carriers' operations to date (if any) are reviewed, and information on applicable safety regulations is provided.

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.

Number of pre-authority intrastate reviews conducted on new HHG and passenger carriers NYSDOT's internal data files will be used to monitor the number of pre-authority reviews that are conducted on new HHG and passenger carriers applying for operating authority from NYSDOT. These numbers will be reported in the quarterly reports submitted to FMCSA. The reporting on this activity will lag by about a quarter. This is due to the amount of time it takes for the performed reviews to get approved and uploaded to the state review system.

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.

In FFY 2015, a total of 114,781 inspections were conducted in New York State: 88% were inspections of non-HM large trucks, 6% were inspections of HM trucks, and 6% were inspections of passenger carriers. Level 3 inspections accounted for 31% of the total inspections conducted during FFY 2015. As of the capture date of June 24, 2016, a total of 80,765 inspections were conducted in FFY 2016, indicating that New York is on track to reach the goal of conducting 105,000 inspections. (Data Source: FMCSA A&I Online, capture date June 24, 2016).

In conjunction with each inspection, staff routinely perform the following activities at roadside: electronic verification of the driver's license, alcohol and controlled substance detection, interdiction and enforcement activities as required by 49 CFR Part 350.109 and Part 350.20 (q)(1-3), and enforcement of operating authority and financial responsibility requirements under 49 CFR Part 350.20(t) (1)&(2). The program's written policy is to check every license through CDLIS. Carrier status is verified through Query Central. Carriers found to be suspended will be placed out of service, and copies of all documents associated with the load, as well as the driver's logbook, will be forwarded to the FMCSA New York Division.

While large truck inspections continue to be the core of the state's roadside inspection program, passenger carriers have become an important focus as a result of a number of serious motorcoach crashes. The special passenger carrier inspection details that will be implemented in FFY 2017 are described in Basic and Incentive (B&I) Safety Objectives, Section 3.

Because of the danger posed by commercial motor vehicles that transport hazardous materials, special inspection details targeting HM carriers, especially cargo tank vehicles and their drivers, are also an important component of the inspection program.

In addition to routine inspection activities, the following special inspection details are planned for FFY 2017:

To address the role that driver behavior plays in crashes involving commercial motor vehicles of all types, Level 3 inspections focusing on enforcement of Hours-of-Service regulations and other driver qualifications will also continue to be emphasized.

Hours-of-Service and Driver Qualification Details:

The State Police CVEU will conduct ten [REDACTED] Hours of Service and Driver Qualification Details each quarter. The focus will be on Level 3 inspections where the driver's logbook, license, medical qualifications, and other related paperwork will be inspected. All details will consist of two staggered [REDACTED] shifts and will be conducted on Friday nights; Troopers assigned to the details will remain on site until at least 11:59 p.m., based on reports from FMCSA that the rate of hours-of-service violations is higher among drivers at the end of the normal work week.

Traffic Incident Management (TIM) Troopers will conduct Level 3 inspections of commercial vehicles traveling on bypass routes.

[REDACTED] The total number of FTEs charging to the grant for reimbursement is 66.6.

Detail members will also perform inspections on hazardous materials transporters, focusing on areas such as load securement, material packaging integrity, improper compatibility, and improper or no hazard communication. Additionally, driver qualifications are scrutinized, including proper and valid class of license, endorsements, restrictions, and driver physical qualifications. All operators' licenses of vehicles transporting hazardous materials are file checked for warrants and validity.

To support the Program National Priority, Energy Enforcement and Cargo Tank Operations, one day each quarter, a specific hazmat/cargo tank detail will be conducted. [REDACTED]

Electronic Logging Devices:

NYSDOT plans to have staff attend Electronic Logging Device training when it is offered in FFY 2017.*

*Once more information is known, the expenses may become part of the MOE costs. This is due to the fact that it is difficult to estimate the expenses for budgeting purposes, without more information.

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: NEW YORK STATE DEPARTMENT OF TRANSPORTATION

Enter the total number of certified officers in the Lead agency: 65

FY 2017 Driver/Vehicle Inspection Goals					
Inspection Level	Estimated Performance Goal				Percentage by Level
	Non-Hazmat	Hazmat	Passenger	Total	
Level 1	8995	1496	763	11254	31.40%
Level 2	13737	909	2499	17145	47.83%
Level 3	5132	98	1209	6439	17.96%
Level 4	233	11	0	244	0.68%
Level 5	383	14	365	762	2.13%
Level 6	0	0	0	0	0.00%
Sub-Total Lead Agency	28480	2528	4836	35844	

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: NEW YORK STATE POLICE

Enter the total number of certified officers in this funded agency: 391

FY 2017 Driver/Vehicle Inspection Goals					
Inspection Level	Estimated Performance Goal				Percentage by Level
	Non-Hazmat	Hazmat	Passenger	Total	
Level 1	4250	580	120	4950	6.57%
Level 2	40000	4900	200	45100	59.89%
Level 3	23250	0	2000	25250	33.53%
Level 4	0	0	0	0	0.00%
Level 5	0	0	0	0	0.00%
Level 6	0	0	0	0	0.00%
Sub-Total Funded Agencies	67500	5480	2320	75300	

Non-Funded Agencies

Enter the number of non-funded agencies:	37
Enter the total number of non-funded certified officers:	95

Summary

Total FY 2017 Driver/Vehicle Inspection Goals For Lead, Funded and Non-Funded Agencies					
MCSAP Lead Agency: NEW YORK STATE DEPARTMENT OF TRANSPORTATION					
# certified officers: 65					
Funded Agencies: NEW YORK STATE POLICE					
# certified officers: 391					
Number of Non-Funded Agencies: 37					
# certified officers: 95					
	Estimated Performance Goal				
Inspection Level	Non-Hazmat	Hazmat	Passenger	Total	Percentage by Level
Level 1	13245	2076	883	16204	14.58%
Level 2	53737	5809	2699	62245	56.00%
Level 3	28382	98	3209	31689	28.51%
Level 4	233	11	0	244	0.22%
Level 5	383	14	365	762	0.69%
Level 6	0	0	0	0	0.00%
Total ALL Agencies	95980	8008	7156	111144	

If the goal for level 3 inspections is less than 33%, briefly explain why the 33% will not be met:

If a Level 3 inspection is started but a certain vehicle violation is discovered, inspectors are instructed to then conduct a Level 1 or Level 2 inspection instead. Both Level 1 and Level 2 inspections encompass everything included in a Level 3 inspection, plus additional items.

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.

On a routine basis, the New York State Police CVEU, comprised of 94 State Troopers dedicated full-time to CMV inspection and traffic enforcement, conducts enforcement of moving violations and investigates crashes involving commercial vehicles in the ten Troops statewide. An additional 97 TIM Troopers conduct CMV and non-CMV traffic enforcement on a part-time basis. TIM Troopers have been trained to conduct Level 3 inspections; an inspection is conducted in conjunction with every traffic enforcement stop of a CMV. NYSDOT and the State Police routinely conduct joint details that combine traffic enforcement with inspections. There is an aim to conduct 15% of the traffic enforcement during off-peak hours and the remaining 85% during normal peak hours. [REDACTED]

[REDACTED] The total number of FTEs charging to the grant for reimbursement is 26.

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	14000
<input type="radio"/>	<input checked="" 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)	40

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.

* For Traffic Enforcement Activities - CMV with Inspection, the goal is 14,000. This includes those inspections conducted as traffic stops ("stops") and those conducted at roadside inspection sites. If only counting those inspections completed as a result of a "stop", the goal is 900.

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

FFY 2016 compliance reviews conducted to date (capture date, June 24, 2016): Non-HM Cargo On-Site Focused Federal Compliance Reviews - 8 Non-HM CSA Onsite Comprehensive Federal Compliance Reviews - 1 Passenger CSA On-Site Focused Federal Compliance Reviews - 0 HM CSA On-Site Focused Federal Compliance Reviews - 0 Goals for FFY 2017: Conduct 16 non-HM cargo CSA on-site comprehensive federal compliance reviews in FFY 2017. Conduct 4 passenger CSA on-site comprehensive federal compliance reviews in FFY 2017. Conduct 4 HM CSA on-site comprehensive federal compliance reviews in FFY 2017. Although goals are being set to conduct non-HM cargo CSA, passenger CSA, and HM CSA on-site comprehensive federal compliance reviews, these are subject to change based on requests from FMCSA. FMCSA determines the types of carriers NYSDOT is expected to conduct federal compliance reviews on. Pre-Authority Intrastate Reviews on New HHG and Passenger Carriers: For-hire HHG and passenger carriers, who apply for operating authority from NYSDOT, are subjected to an enhanced pre-authority compliance review. These reviews are mostly informational. The carriers' operations to date (if any) are reviewed, and information on applicable safety regulations is provided. Goal for FFY 2017: Conduct 140 pre-authority reviews on HHG and passenger carriers in FFY 2017 New York State domiciled carriers with three or more unreturned driver vehicle examination reports (DVERs) with out of service violations will be identified and scheduled for state compliance reviews. Goal for FFY 2017: Conduct state compliance reviews on 60 carriers who have been issued out of service vehicle violations and have not returned DVERs certifying that the defects have been corrected (pursuant to 49 CFR 396.9). CSA Phase III: NYSDOT plans to have five people attend CSA Phase III training when it is offered in FFY 2017.* *Once more information is known, the expenses may become part of the MOE costs. This is due to the fact that it is difficult to estimate the expenses for budgeting purposes, without more information. The total number of personnel assigned to this effort: 41

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.

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).

Performance Measures:

Compliance Reviews:

- Number of non-HM cargo CSA on-site comprehensive federal compliance reviews conducted
- Number of passenger CSA on-site comprehensive federal compliance reviews conducted
- Number of HM CSA on-site comprehensive federal compliance reviews conducted

Pre-Authority Intrastate Reviews on New HHG and Passenger Carriers:

- Number of pre-authority intrastate reviews conducted on new HHG and passenger carriers

The reporting on this activity will lag by about a quarter. This is due to the amount of time it takes for the performed reviews to get approved and uploaded to the state review system.

NYSDOT's internal data files and A&I Online will be used to monitor the number of non-HM cargo CSA on-site comprehensive reviews that are conducted on interstate carriers on a quarterly basis. Progress toward achieving the performance objectives for Carrier Interventions will be evaluated and reported in the CVSP Annual Assessment prepared by ITSMR.

State Compliance Reviews on Carriers with Unreturned DVERs

- **Number of state compliance reviews conducted on carriers with unreturned DVERs**

The reporting on this activity will lag by about a quarter. This is due to the amount of time it takes for the performed reviews to get approved and uploaded to the state review system.

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
Rated and Non-rated Reviews (Excludes CSA & SCRs)		
Non-HM Cargo		
Passenger		
HM		0
Rated and Non-rated Reviews (Excludes CSA & SCRs) Total	0	0
CSA Off-Site Investigations		
Non-HM Cargo CSA Off-Site	0	0
Passenger CSA Off-Site	0	0
HM CSA Off-Site	0	0
CSA Off-Site Investigations Sub-total	0	0
CSA On-Site Focused Investigations		
Non-HM Cargo CSA On-Site Focused	0	0
Passenger CSA On-Site Focused	0	0
HM CSA On-Site Focused	0	0
CSA On-Site Focused Investigations Sub-total	0	0
CSA On-Site Comprehensive		
Non-HM Cargo CSA On-Site Comprehensive	16	0
Passenger CSA On-Site Comprehensive	4	0
HM CSA On-Site Comprehensive	4	0
CSA On-Site Comprehensive Sub-total	24	0
CSA Investigations (all Types) Total	24	0
HM-Related Review Types		
Security Contact Reviews (SCRs)	0	0
Cargo Tank Facility Reviews	0	0
Shipper Reviews	0	0
HM-Related Review Types Total	0	0
ALL REVIEW TYPES GRAND TOTAL	24	0

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 safety 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.:

Maintain and enhance outreach efforts with the motor carrier industry to provide education and training that will improve the safety and security of New York's roadways by conducting a minimum of 80 educational and outreach programs in FFY 2017. The total number of FTEs charging to the grant for reimbursement is 45.

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	61
<input checked="" type="radio"/>	<input type="radio"/>	CMV Safety Belt Education and Outreach	5
<input checked="" type="radio"/>	<input type="radio"/>	State Trucking Association Meetings	5
<input checked="" type="radio"/>	<input type="radio"/>	State-sponsored outreach events	1
<input checked="" type="radio"/>	<input type="radio"/>	Local educational safety events	5
<input checked="" type="radio"/>	<input type="radio"/>	Teen safety events	3

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

Plan and conduct the annual New York State Truck Safety and Education Symposium and Safety Exhibition. Participate in both the CVSA Brake Safety Week in September 2017 and the CVSA International Roadcheck Week in June 2017. Provide educational presentations and other types of outreach to the CMV industry, law enforcement, court personnel, and the general public to raise awareness of issues related to CMV safety. *Some outreach activities conducted may fall under more than one category.

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):

On a quarterly basis, NYSDOT and the State Police will report the number of outreach and education activities conducted, including educational speeches and presentations to industry groups and associations, court and law enforcement professionals, and the general public. The activities will be monitored on an ongoing basis and reported in the MCSAP Quarterly Reports. Progress toward achieving the performance objective for Public Education & Awareness will be evaluated and reported in the CVSP Annual Assessment prepared by ITSMR.

Performance Measure:

Number of conferences, training programs, and other educational outreach programs presented

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:

NYS Department of Transportation

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.

Strategies:

Strategies that will be utilized to complete safety audits (SAs) on New Entrant carriers within the required time period include the following:

- Timely and accurate assigning of New Entrant carriers to Investigators for SAs
- Monitoring by SA supervisory staff of assigned SAs to ensure the SAs are on schedule to meet time period requirements

Program Summary:

New York State has effectively delivered the New Entrant Safety Audit Program since its start and was one of the states that participated in the New Entrant Safety Audit Pilot Program, beginning in November 2012, during the development stages.

New York State has a diverse carrier population, which varies by region. In the downstate metro area, the majority of new entrant carriers are smaller operators and densely concentrated. Language, socio-economic, and cultural issues can be significant obstacles in contact attempts, scheduling, and performance of the audits. New Entrant carriers in the northeastern part of the state are often located long distances from each other and the auditor's location, resulting in more overtime and travel accommodations.

Periodically, New York assists with conducting New Entrant safety audits on Canadian carriers, at the request of FMCSA. This occurs if there is a large number of Canadian carriers approaching their New Entrant safety audit due date.

In general, around 3,000 New York based New Entrant carriers are removed from the MCMIS database annually through completion of safety audits or operating status changes.

Personnel

There is a total of 48 staff, which perform New Entrant Program audits functions. Currently, there are 46 field staff positions for conducting New Entrant SAs (31 Motor Carrier Investigators, 6 Supervising Motor Carrier Investigators, 3 Motor Vehicle Inspectors, 2 Supervising Motor Vehicle Inspectors, 1 Intermodal Transportation Specialist 1, 2 Intermodal Transportation Specialist 2s, and 1 Intermodal Transportation Specialist 3).

Supervisors also function as auditors. All auditors schedule SAs independently and receive assignments and direction directly from administrative and SA supervisory staff.

Administrative duties performed by safety auditors and SA supervisory staff include:

- Assigning New Entrant carriers to Investigators for SAs
- Researching type of carrier operations through MCMIS (for downstate carriers, determining if they qualify for a group audit)
- Contacting carriers to determine offsite eligibility, schedule SAs, and verify MCMIS data, operations performed, and if carriers are interstate (carrier contact is attempted at a minimum of three times by phone, email, U.S. mail, and fax, and the attempts are entered into MCMIS)
- SA preparation – obtaining carrier profiles through MCMIS, running driver licenses, checking UCR status, verifying operating authority (the time spent on this process depends on the size of the carrier) and doing Medical Examiner Checks.
- Completing Parts A and B of SA and the Recommendations in SENTRI during the audit and completing Parts A, B, and C in the New Entrant Web System if the safety audit is completed offsite
- If a Corrective Action Plan is issued, reviewing it with the carrier
- After the SA, completing Part C in SENTRI and uploading the audit and answering carrier follow up questions and giving guidance on compliance.

New Entrant Program functions completed by two administrative staff (1 Transportation Analyst and 1 Secretary 1) in NYSDOT's main office include: answering New Entrant carrier inquiries, grant applications, quarterly reports, and program monitoring, along with other miscellaneous administrative tasks. The approximate percentage of time dedicated to performing new entrant program functions are:

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.

Activity Plan:

In order to meet the objective of processing and completing SAs within the statutory time limits, NYSDOT will need to maintain a certain level of performance to keep up with the SAs as carriers enter the New Entrant SA Program. Activities, which will support this plan include:

- Conducting 200 onsite SAs in FFY 2017
- Conducting 820 offsite SAs in FFY 2017
- Completing 2,320 non-audit resolutions in FFY 2017

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.

Performance Measurement Plan:

In order to meet our program strategy activity of conducting approximately 200 onsite New Entrant SAs and 820 offsite New Entrant SAs in FFY 2017, our sub-goal is to conduct around 50 onsite and 205 offsite safety audits each quarter. To reach our program strategy activity of completing approximately 2320 non-audit resolutions, our sub-goal is to complete around 580 per quarter.

New York State's progress will be tracked quarterly, through the use of MCMIS monitoring statistics and reported in the New Entrant Grant quarterly narratives. Also, New York State will continue to work in cooperation with the New York FMCSA DA's office to find and tag carriers, who are approaching their due dates. Once these carriers are identified, the individual auditors, to whom the carriers are

assigned, will be notified to expedite the completion of their safety audits. With these steps in place, New York State will be able to achieve its main goal and objective of assisting FMCSA in reducing the number of crashes and fatalities involving large trucks and commercial buses through the New Entrant Safety Audit Program process.

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)	820	0
TOTAL Safety Audits	1020	0
# of Non-Audit Resolutions	2320	0

Border Enforcement

1 - Border Enforcement Focus Area

Instructions:

The FAST Act consolidated several FMCSA grant programs. Border related activities, which previously were a separate FMCSA grant program, are now a component of the MCSAP grant. The FAST Act states that in the case of a State that shares a land border with another country, the State will conduct a border commercial motor vehicle safety program focusing on international commerce that includes enforcement and related projects. If a State sharing a land border with another country declines to participate in border related activities, it will forfeit all border enforcement funds the State may be eligible to receive.

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

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

☐ Your State is assumed to be participating in border related activities in Fiscal Year 2017. If your State is not participating, please check the box.

Enter Border Enforcement Agency:

NYS Police

Check all objectives that apply (minimum of 1):

☒ **Objective 1: International Motorcoach Inspections** - Facilitate the conduct of inspections of motorcoaches engaged in international commerce at bus stations, terminals, border crossings, maintenance facilities, destination locations or other locations where a motor carrier may make a planned stop (excluding a weigh station). For FY 2017, FMCSA encourages States to examine their data on international motorcoach activity and to use that data to establish reasonable goals that will result in an appropriate level of motorcoach-focused activities. States must justify the goals set and provide the data or data source references.

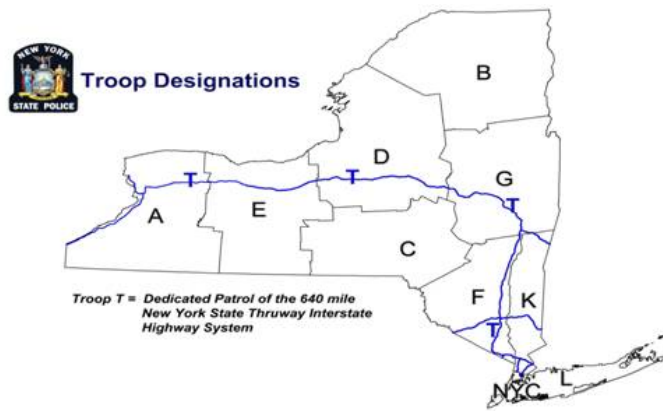
☒ **Objective 2: High Crash Corridor Enforcement Focused on International Commerce** - Conduct international commerce CMV enforcement activities (inspections and traffic enforcement) within corridors where the data indicate that there are a high number of crashes involving vehicles engaged in international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

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

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.

Strategies:

The New York State Police divides the State into 11 distinct geographical areas called Troops. Three Troops (Troop A, Troop B, and Troop D) contain at minimum one international border crossing. See insert below.



There will be eight enforcement details conducted in each of the three border troops, for a total of 24 details. [REDACTED]
[REDACTED] There will be 15 hours of overtime per 72 hour detail authorized for each CVEU member assigned.

[REDACTED] Each member works a total of 39 hours [REDACTED]. The Division only bills the grant for 15 hours of overtime per member, as well as the lodging costs. The remaining 24 hours of straight time is not billed to the grant and is covered by the Division of State Police.

To accomplish these specialized activities, the need for allocations to cover overtime, as well as travel expenses, will be necessary. These details will be conducted at or in close proximity to land border crossings. Locations in proximity to both heavily congested border crossings and those in proximity to the more remote crossings, will be utilized. All personnel assigned to these specialized border details will be NASTI Level 1, general hazmat, and cargo tank certified inspectors. These Members are the same Commercial Vehicle Enforcement Unit members that implement the State Police's Commercial Motor Vehicle Safety Plan outlined in the State's MCSAP grant agreement.

The New York State Police anticipates conducting a minimum of 7,700 safety inspections as part of the FFY 2017 Northern Border Enforcement Grant. In an effort to maximize the number of commercial vehicle driver contacts, CVEU members will focus on conducting CVSA Level 2 inspections. It is anticipated that approximately 95% of the total inspections conducted will be CVSA Level 2. Our enforcement efforts will be conducted at or in close proximity to an international land border crossing to target international motor carriers and verify their compliance with U.S. federal and state highway safety regulations. The NYSP estimates that at least 65% of the total inspections conducted as part of the Northern Border Enforcement Grant will qualify as being conducted on an international shipment.

The Division of State Police has incorporated a bus safety component into the implementation strategy to ensure members are assigned to conduct bus/motor coach inspections throughout the details. In addition, the bus safety component of the details has been extended beyond the [REDACTED] Border Details to capture the increased bus traffic on Friday and Saturdays at international border crossings.

[REDACTED]
[REDACTED]
In an effort to increase the number of bus/motor coach inspections to a minimum of five percent of the total Border Enforcement Grant (BEG) inspections, the New York State Police will designate individuals during each detail to work at border crossings and to focus on bus/motor coach inspections. These members will work during the normal border detail [REDACTED]
[REDACTED]

Although the overwhelming majority of the members assigned to the detail will be assigned to cover the day and overnight shifts for that time period to inspect trucks, additional assignments will also be made on dates in conjunction with the specific enforcement details as necessary, with a specific focus on inspecting buses [REDACTED]. This additional focus should result in the goal of 5% bus/motor coach inspections being met. In the event the SAFETEA-LU restriction against in-transit inspections of passenger carrying vehicles is rescinded during the life of the grant, modifications will be made to ensure the greatest number of inspections possible are conducted on passenger carrying vehicles.

In the event the SAFETEA-LU restriction against in-transit inspections of passenger carrying vehicles is rescinded during the life of the grant, modifications will be made to ensure the greatest number of inspections possible are conducted on passenger carrying vehicles. At minimum, the Division of State Police projects conducting a total of 350 inspections on motor coaches as part of the FFY2017 Border Enforcement Grant.

Activity Plan: A description of the activities the applicant believes will help mitigate the problem. Include an estimate of the number of group audits planned.

Under the Border Enforcement Grant, 7,700 international commerce inspections will be conducted at non-fixed facilities. Of the 7,700

inspections, there are 350 hazmat, 350 passenger, and 7,000 regular CMV inspections planned. Of the eight Border Enforcement details, one will focus specifically on conducting passenger vehicle inspections on international motor coaches at three major US points of entry. [REDACTED] From 2013 to 2015, there have been three CMV fatal accidents. These enforcement corridors are the primary points of entry for international commerce entering and exiting the US.

Performance Measurement Plan: A description of how the applicant will measure progress towards the performance objective goal, such as quantifiable and measureable outputs (hours, carrier contacts, inspections, etc.) and in terms of performance outcomes. The measure must include specific benchmarks that can be reported on in the quarterly progress report, if practicable, or as annual outcomes.

Performance Measurement Plan:

Each commercial motor vehicle inspection conducted will be documented and collected on laptop computers through the TRACS Inspection software. To properly track the inspections that are conducted as part of the FFY 2017 Border Enforcement grant, a field was added to the TRACS inspection report that enables CVEU members, assigned to one of the Border Enforcement details, to flag the inspection report as being a qualifying inspection. This field allows the New York State Police to separate the inspection reports that are conducted as part of the FFY 2017 Northern Border Enforcement Grant from those that are conducted as part of our normal enforcement efforts. A second field was added to the TRACS Inspection Report, which allows CVEU members to flag those inspections that qualify as an international shipment. A separate Northern Border Enforcement Grant Report has also been designed in TRACS, which will provide CVEU supervisors with information necessary to properly monitor Northern Border Enforcement Grant activity and make staffing and location adjustments as necessary to ensure our projected goals are being met. The New York State Police will utilize the data from the TRACS Report to prepare and submit a report on a quarterly basis outlining our program activity as well as our expenditures in the previous reporting period.

Although the Division of State Police does not utilize ASPEN, the TRACS software currently has the ability to capture the required data for ASPEN fields. The Division can clearly decipher and run reports on Border Enforcement Grant Funded inspections, as well as identify those inspections that qualify as international commerce.

To ensure projection measures, the following data will be reported quarterly:

- Level 1 Inspections
- Level 2 Inspections
- Level 3 Inspections
- Total # of Inspections Conducted (Each driver will be checked through CDLIS or NLETS and each carrier will be verified through Query Central.)
- # of International Inspections Conducted
- % of Inspections qualifying as International Shipment
- # of violations on international carriers
- "Off Peak" Inspections
- Hazmat Inspections
- Driver OOS Violations
- Vehicle OOS Violations
- Total Violations

Bus/Motor Coach

Level 1 Inspections

Level 2 Inspections

Level 3 Inspections

Total # of Inspections Conducted (Each driver will be checked through CDLIS or NLETS and each carrier will be verified through Query Central.)

% of Total Inspections performed on Bus/Motor Coach

"Off Peak" Inspections

OOS Violations

LIC/Med Violations

Total Violations

Critical Information Table: The following Critical Information Table is provided below for your use to summarize the anticipated border enforcement activities. All non-international commerce inspections conducted should be included in the Basic and Incentive focus area of the CVSP and should not be indicated as BEG inspections on the inspection report which is uploaded into ASPEN.

Anticipated Summary of Activities	
Number of International Commerce Regular CMV	7000
Number of International Commerce HM	350
Number of International Commerce Passenger	350
Total International Commerce Inspections	7700
Number of Fixed Facility International Inspections	0
Number of non-Fixed Facility International Inspections	7700

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): \$2,226,587.00

Personnel Spending Plan Narrative								
Salary Information								
Position(s)	# of Staff	% of Time	Work Year Hours	Hourly Rate	Total Eligible Costs	85% Federal Share	15% State Share	Planned MOE Expenditures
Motor Carrier Investigator (MCI)	31	30	1957	\$29.00	\$527,802.90	\$448,632.55	\$79,170.45	\$0.00
Supervising Motor Carrier Investigators (SMCIs)	6	20	1957	\$35.00	\$82,194.00	\$69,864.90	\$12,329.10	\$0.00
Motor Vehicle Inspectors (MVIs)	26	100	1957	\$28.00	\$1,424,696.00	\$1,210,991.60	\$213,704.40	\$0.00
Supervising Motor Vehicle Inspectors (SMVIs)	3	100	1957	\$35.00	\$205,485.00	\$174,662.25	\$30,822.75	\$0.00
Motor Vehicle Inspectors (MVIs)	3	85	1957	\$28.00	\$139,729.80	\$118,770.50	\$20,959.50	\$0.00
Supervising Motor Vehicle Inspectors (SMVIs)	2	85	1957	\$35.00	\$116,441.50	\$98,975.70	\$17,466.30	\$0.00
Intermodal Transportation Specialist (ITS1)	1	5	1957	\$35.00	\$3,424.75	\$2,911.25	\$513.75	\$0.00
Intermodal Transportation Specialist 2 (ITS2)	2	20	1957	\$45.00	\$35,226.00	\$29,942.10	\$5,283.90	\$0.00
Intermodal Transportation Specialist 2 (ITS2)	1	100	1957	\$45.00	\$88,065.00	\$74,855.25	\$13,209.75	\$0.00
Intermodal Transportation Specialist 3 (ITS3)	1	90	1957	\$54.00	\$95,110.20	\$80,842.50	\$14,266.50	\$0.00
Intermodal Transportation Specialist 3 (ITS3)	1	33	1957	\$54.00	\$34,873.74	\$29,642.90	\$5,231.10	\$0.00
Transportation Analyst	2	80	1957	\$35.00	\$109,592.00	\$93,153.20	\$16,438.80	\$0.00
Administrative Assistant	1	75	1957	\$35.00	\$51,371.25	\$43,665.35	\$7,705.65	\$0.00
Administrative Assistant	1	90	1957	\$35.00	\$61,645.50	\$52,399.10	\$9,246.90	\$0.00
Secretary 1	1	13	1957	\$24.00	\$6,105.84	\$5,190.10	\$915.90	\$0.00
Office Assistant 2	1	30	1957	\$21.00	\$12,329.10	\$10,479.65	\$1,849.35	\$0.00
Office Assistant 1	1	100	1957	\$18.00	\$35,226.00	\$29,942.10	\$5,283.90	\$0.00
Transportation Manager 3	1	50	1957	\$71.00	\$69,473.50	\$59,052.90	\$10,421.10	\$0.00
Transportation Manager 2	1	50	1957	\$64.00	\$62,624.00	\$53,230.40	\$9,393.60	\$0.00
MCIs - Overtime	31	6	1957	\$44.00	\$160,160.88	\$136,136.85	\$24,024.15	\$0.00
SMCIs - Overtime	6	5	1957	\$53.00	\$31,116.30	\$26,448.60	\$4,667.40	\$0.00
MVIs - Overtime	29	6	1957	\$42.00	\$143,017.56	\$121,565.30	\$21,452.70	\$0.00
SMVIs - Overtime	5	5	1957	\$53.00	\$25,930.25	\$22,040.50	\$3,889.50	\$0.00
ITS1 - Overtime	1	2	1957	\$53.00	\$2,074.42	\$1,762.90	\$311.10	\$0.00

Sub-Total Salary					\$3,523,715.49	\$2,995,158.45	\$528,557.55	\$0.00
Overtime Information								
Overtime		100	2080		\$0.00	\$0.00	\$0.00	\$0.00
Sub-Total Overtime					\$0.00	\$0.00	\$0.00	\$0.00
TOTAL PERSONNEL					\$3,523,715.49	\$2,995,158.45	\$528,557.55	\$0.00

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

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

The accounting method utilized by NYSDOT is cash. (The "Cash" button was selected and saved as part of the original submission and as part of the first comment response submission. For some reason, it was not showing as filled in so the information is now stated in the narrative section.)

To develop an estimate for the personnel costs, we looked at the historical data of the average percent of time spent working on grant functions for the various positions and multiplied the equivalent work year hours (1,957) with the hourly salary/wage for those positions. Personnel costs are necessary to the success of the project because they fund the manpower needed for the work involved.

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
Motor Carrier Investigator (MCI)	80.60	\$527,802.90	\$425,409.14	\$361,597.65	\$63,811.35	\$0.00
Supervising Motor Carrier Investigators (SMCIs)	80.60	\$82,194.00	\$66,248.36	\$56,310.80	\$9,937.20	\$0.00
Motor Vehicle Inspectors (MVIs)	80.60	\$1,424,696.00	\$1,148,304.98	\$976,059.25	\$172,245.75	\$0.00
Supervising Motor Vehicle Inspectors (SMVIs)	80.60	\$205,485.00	\$165,620.91	\$140,777.85	\$24,843.15	\$0.00
Motor Vehicle Inspectors (MVIs)	80.60	\$139,729.80	\$112,622.22	\$95,728.70	\$16,893.30	\$0.00
Supervising Motor Vehicle Inspectors (SMVIs)	80.60	\$116,441.50	\$93,851.85	\$79,774.20	\$14,077.80	\$0.00
Intermodal Transportation Specialist (ITS1)	80.60	\$3,424.75	\$2,760.35	\$2,346.00	\$414.00	\$0.00
Intermodal Transportation Specialist 2 (ITS2)	80.60	\$35,226.00	\$28,392.16	\$24,133.20	\$4,258.80	\$0.00
Intermodal Transportation Specialist 2 (ITS2)	80.60	\$88,065.00	\$70,980.39	\$60,333.00	\$10,647.00	\$0.00
Intermodal Transportation Specialist 3 (ITS3)	80.60	\$95,110.20	\$76,658.82	\$65,160.15	\$11,498.85	\$0.00
Intermodal Transportation Specialist 3 (ITS3)	80.60	\$34,873.74	\$28,108.23	\$23,891.80	\$4,216.20	\$0.00
Transportation Analyst	80.60	\$109,592.00	\$88,331.15	\$75,081.35	\$13,249.65	\$0.00
Administrative Assistant	80.60	\$51,371.25	\$41,405.23	\$35,194.25	\$6,210.75	\$0.00
Administrative Assistant	80.60	\$61,645.50	\$49,686.27	\$42,233.10	\$7,452.90	\$0.00
Secretary 1	80.60	\$6,105.84	\$4,921.31	\$4,182.85	\$738.15	\$0.00
Office Assistant 2	80.60	\$12,329.10	\$9,937.25	\$8,446.45	\$1,490.55	\$0.00
Office Assistant 1	80.60	\$35,226.00	\$28,392.16	\$24,133.20	\$4,258.80	\$0.00
Transportation Manager 3	80.60	\$69,473.50	\$55,995.64	\$47,596.60	\$8,399.40	\$0.00
Transportation Manager 2	80.60	\$62,624.00	\$50,474.94	\$42,903.75	\$7,571.25	\$0.00
MCIs - Overtime	80.60	\$160,160.88	\$129,089.67	\$109,726.50	\$19,363.50	\$0.00
SMCIs - Overtime	80.60	\$31,116.30	\$25,079.74	\$21,318.00	\$3,762.00	\$0.00
MVIs - Overtime	80.60	\$143,017.56	\$115,272.15	\$97,981.20	\$17,290.80	\$0.00
SMVIs - Overtime	80.60	\$25,930.25	\$20,899.78	\$17,765.00	\$3,135.00	\$0.00
ITS1 - Overtime	80.60	\$2,074.42	\$1,671.98	\$1,421.20	\$250.80	\$0.00
Sub-Total Fringe Benefits			\$2,840,114.68	\$2,414,096.05	\$426,016.95	\$0.00

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

The fringe rate comes directly from the Indirect Cost Rate Agreement approved by NYSDOT's cognizant agency, FHWA. The rate is applied to all personnel costs, both regular and overtime. Fringe costs are necessary for the success of the project because they are tied to the personnel costs funding the manpower needed for the work involved.

This is how the fringe rate from the Indirect Cost Rate Agreement is calculated:

The NYS Comptroller fringe rate for federal funds is used with an adjustment factor for applying the rate to direct labor added in. The leave and fringe benefit payroll additive consists of two major components: 1. Cost of employee leave-includes the cost to NYSDOT for providing annual leave, sick leave, personal leave, holidays, jury duty leave, military leave, and other leave provided by the State; costs of providing these leaves are accumulated in the Department's Integrated Accounting System. 2. Cost of employee fringe benefits-includes the cost to NYSDOT for retirement, social security, health insurance, dental insurance, worker's compensation, unemployment insurance, and the survivors' benefits for its employees; costs are computed and applied annually by the NYS Comptroller as percentages of NYSDOT's gross payroll and are converted to a direct labor base during development of the payroll leave and fringe benefit additive. Please refer to the uploaded fringe benefit bulletin.

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
Routine MCSAP-Related Travel (Lodging/M meal Allowance)	65	573	\$83,000.00	\$70,550.00	\$12,450.00	\$0.00
Sub-Total Travel			\$83,000.00	\$70,550.00	\$12,450.00	\$0.00

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

Historical costs were used to determine the anticipated travel costs associated with the MCSAP Basic Program.

Routine MCSAP related travel costs, covering lodging and meal allowance costs, are necessary to meet the program's safety objectives. In order to satisfy NYSDOT's goals, as well as requests from FMCSA throughout the time period of the grant, staff will accumulate travel costs. Travel costs are incurred in conjunction with traveling for roadside inspections, federal compliance reviews, outreach activities, etc..

* Travel is not broken down to the detail, which would show if it was for a roadside inspection, an outreach activity, a federal compliance review, etc.. Therefore, in the budget template and budget narrative, the travel category is not separated out into sub-categories. The expenditure summary documents from NYSDOT's accounting system that are used for grant reporting do not provide that kind of detail, nor are the types of additional character/object and function codes required for that kind of breakdown available for utilization within the current travel tracking system.

It is unknown if anyone from NYSDOT will attend the MCSAP Planning Meeting or other conferences that require travel approval. There have been State restrictions on travel for many years, and without more information in regard to location and dates, it is difficult to estimate the costs and get travel approval, prior to submitting the grant application. If once more information is available, approval is granted for the MCSAP Planning Meeting, we will submit a budget modification.

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
Sub-Total Equipment			\$0.00	\$0.00	\$0.00	\$0.00

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 and Other Related Expenses	1	year	\$40,000.00	\$40,000.00	\$34,000.00	\$6,000.00	\$0.00
General Office Supplies (paperclips, paper, toner, etc.)	12	month	\$500.00	\$6,000.00	\$5,100.00	\$900.00	\$0.00
Sub-Total Supplies				\$46,000.00	\$39,100.00	\$6,900.00	\$0.00

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

General office supplies (paperclips, paper, toner, etc.) provide staff working on MCSAP Basic Grant functions with the tools needed to complete tasks. Based on historical spending, general office supplies are estimated to cost approximately \$500 per month. The total estimated cost for the year is \$6,000.

Uniforms and other related supplies are imperative for staff (particularly field staff) performing MCSAP Basic Grant functions. Uniforms, inspection tools, etc. assist staff in accomplishing the goals of the program, following safety practices, etc.. The amount budgeted is a portion of the total estimated cost, based on historical spending and the anticipated needs for new hires.

Uniforms include summer and winter coveralls for any new people, who may be hired and for those coveralls, which need replacing. Other related expenses are for items such as portable truck inspection signs and the items listed on the uploaded supplies document and are needed for new hires and for items in need of replacement.

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
NYS Truck Safety & Education Symposium	\$15,000.00	\$12,750.00	\$2,250.00	\$0.00
Institute of Traffic Safety Management & Research	\$293,000.00	\$249,050.00	\$43,950.00	\$0.00
Sub-Total Contractual	\$308,000.00	\$261,800.00	\$46,200.00	\$0.00

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

Subgrantee and contractual costs are necessary to carrying out the grant activities required to meet the goals of the CVSP.

The contract with the Institute of Traffic Safety Management and Research (ITSMR), associated with the contractual costs budgeted, is procured through established state procurement practices and adheres to Federal procurement standards. The time period covered under this grant for the 2016/2017 ITSMR Contract is from October 1, 2016 - February 28, 2017, and the portion of cost budgeted is \$122,083.00. The time period covered under this grant for the 2017/2018 ITSMR Contract is from March 1, 2017 - September 30, 2017, and the portion of cost budgeted is \$170,917.00.

Please refer to the uploaded 2016/2017 ITSMR Contract and the 2016 Truck Education and Safety Symposium documents for additional information.

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	\$3,523,716.00	\$157,541.55	\$27,801.45	\$343,214.00

Other Costs Spending Plan Narrative							
Item Name	# of Units/Items	Unit of Measurement	Cost per Unit	Total Eligible Costs	85% Federal Share	15% State Share	Planned MOE Expenditures
Utilities/Repairs	1	year	\$9,000.00	\$9,000.00	\$7,650.00	\$1,350.00	\$0.00
CVSA Membership Dues	1	year	\$14,100.00	\$14,100.00	\$11,985.00	\$2,115.00	\$0.00
Communications (truck inspection site/office phones)	1	year	\$2,000.00	\$2,000.00	\$1,700.00	\$300.00	\$0.00
Fuel Costs	1	year	\$75,000.00	\$75,000.00	\$63,750.00	\$11,250.00	\$0.00
CVSA Decals	25000	decal	\$0.28	\$7,000.00	\$5,950.00	\$1,050.00	\$0.00
ITD O&M	1	year	\$235,300.00	\$235,300.00	\$200,005.00	\$35,295.00	\$50,000.00
Sub-Total Other Costs				\$342,400.00	\$291,040.00	\$51,360.00	\$50,000.00

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

It is estimated that **CVSA Decals** at \$0.28 each, will cost a total of \$7,000 for a quantity of 25,000. Funding to purchase CVSA decals is paramount to the inspection program, which receives support through the MCSAP Basic Grant. The North American Standard Level I and/or Level V inspections may result in issuance of a CVSA decal. Inspections must be performed by and CVSA decals affixed by North American Standard Level I and/or Level V certified inspectors. The CVSA decals are mandated.

Fuel costs are imperative to staff by enabling them to travel using roadside vehicles in order to carry out the MCSAP Basic program goals. The amount budgeted is based on historical spending.

*Fuel costs are not broken down to the detail, which would show if it was for a roadside inspection, an outreach activity, a federal compliance review, etc. Therefore, in the budget template and budget narrative, the travel category is not separated out into sub-categories. The expenditure summary documents from NYSDOT's accounting system and used for grant reporting do not provide that kind of detail, nor are the types of additional character/object and function codes required for that kind of breakdown available for utilization within the current travel tracking system.

Communications costs are needed for the regional truck inspection office phones and truck inspection site phones. The estimated cost is based on historical spending.

CVSA Membership Dues - Yearly Commercial Vehicle Safety Alliance (CVSA) membership dues cost \$14,100. The membership allows the opportunity to meet with members of the federal government, state agencies, and enforcement agencies across North America and with industry representatives, to ensure consistency of roadside inspection procedures.

Utilities/Repairs are for fixed roadside inspection sites used to perform grant activities, and the estimated cost is based on historical spending. It is mandatory that these sites be kept functional with grant funds so the program needs can continue to be met.

The ITD O&M item is for the procurement of services for the annual maintenance of NY State's two existing commercial vehicle electronic screening sites (on

I-90 WB in the Town of Schodack, Rensselaer Co. and along I-95 NB on the approach to the Alexander Hamilton Bridge in the Borough of Manhattan, New York Co.) for FFY 2017. The scope of the maintenance contract will cover all equipment and systems associated with/incorporated at each site. As part of the terms and conditions, this maintenance contract will be carried out on an annual basis for a total of up to five (5) years. The estimated annual costs for these services (a total cost of \$235,300.00 annually) was developed based on an Invitation For Bids (IFB) proposal for said services advertised by NYSDOT in May of 2016, the resultant bids, and ensuing discussions/negotiations with the bidders/responders. It is critical for the purposes of assisting and enhancing commercial vehicle roadside enforcement activities and for the continued protection of the State's assets (highways and bridges) to maintain NY State's existing e-screening/VWS sites in proper operating order.

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.

ESTIMATED Fiscal Year Funding Amounts for MCSAP			
	85% Federal Share	15% State Share	Total Estimated Funding
Total	\$12,617,328.00	\$2,226,587.00	\$14,843,915.00

Allowable amount for Overtime (15% of total award amount without justification): \$2,226,587.00

Maximum amount for Non-CMV Traffic Enforcement (10% of Basic funding amount): \$974,399.00

Personnel (Payroll Costs)				
	85% Federal Share	15% State Share	Total Grant Expenditures	Planned MOE Expenditures
Motor Carrier Investigator (MCI)	\$448,632.55	\$79,170.45	\$527,803.00	\$0.00
Supervising Motor Carrier Investigators (SMCIs)	\$69,864.90	\$12,329.10	\$82,194.00	\$0.00
Motor Vehicle Inspectors (MVIs)	\$1,210,991.60	\$213,704.40	\$1,424,696.00	\$0.00
Supervising Motor Vehicle Inspectors (SMVIs)	\$174,662.25	\$30,822.75	\$205,485.00	\$0.00
Motor Vehicle Inspectors (MVIs)	\$118,770.50	\$20,959.50	\$139,730.00	\$0.00
Supervising Motor Vehicle Inspectors (SMVIs)	\$98,975.70	\$17,466.30	\$116,442.00	\$0.00
Intermodal Transportation Specialist (ITS1)	\$2,911.25	\$513.75	\$3,425.00	\$0.00
Intermodal Transportation Specialist 2 (ITS2)	\$29,942.10	\$5,283.90	\$35,226.00	\$0.00
Intermodal Transportation Specialist 2 (ITS2)	\$74,855.25	\$13,209.75	\$88,065.00	\$0.00
Intermodal Transportation Specialist 3 (ITS3)	\$80,842.50	\$14,266.50	\$95,109.00	\$0.00
Intermodal Transportation Specialist 3 (ITS3)	\$29,642.90	\$5,231.10	\$34,874.00	\$0.00
Transportation Analyst	\$93,153.20	\$16,438.80	\$109,592.00	\$0.00
Administrative Assistant	\$43,665.35	\$7,705.65	\$51,371.00	\$0.00
Administrative Assistant	\$52,399.10	\$9,246.90	\$61,646.00	\$0.00
Secretary 1	\$5,190.10	\$915.90	\$6,106.00	\$0.00
Office Assistant 2	\$10,479.65	\$1,849.35	\$12,329.00	\$0.00
Office Assistant 1	\$29,942.10	\$5,283.90	\$35,226.00	\$0.00
Transportation Manager 3	\$59,052.90	\$10,421.10	\$69,474.00	\$0.00
Transportation Manager 2	\$53,230.40	\$9,393.60	\$62,624.00	\$0.00
MCIs - Overtime	\$136,136.85	\$24,024.15	\$160,161.00	\$0.00
SMCIs - Overtime	\$26,448.60	\$4,667.40	\$31,116.00	\$0.00
MVIs - Overtime	\$121,565.30	\$21,452.70	\$143,018.00	\$0.00
SMVIs - Overtime	\$22,040.50	\$3,889.50	\$25,930.00	\$0.00
ITS1 - Overtime	\$1,762.90	\$311.10	\$2,074.00	\$0.00
Subtotal for Personnel	\$2,995,158.45	\$528,557.55	\$3,523,716.00	\$0.00

Fringe Benefit Costs (Health, Life Insurance, Retirement, etc.)				
	85% Federal Share	15% State Share	Total Grant Expenditures	Planned MOE Expenditures
Motor Carrier Investigator (MCI)	\$361,597.65	\$63,811.35	\$425,409.00	\$0.00
Supervising Motor Carrier Investigators (SMCIs)	\$56,310.80	\$9,937.20	\$66,248.00	\$0.00
Motor Vehicle Inspectors (MVIs)	\$976,059.25	\$172,245.75	\$1,148,305.00	\$0.00
Supervising Motor Vehicle Inspectors (SMVIs)	\$140,777.85	\$24,843.15	\$165,621.00	\$0.00
Motor Vehicle Inspectors (MVIs)	\$95,728.70	\$16,893.30	\$112,622.00	\$0.00
Supervising Motor Vehicle Inspectors (SMVIs)	\$79,774.20	\$14,077.80	\$93,852.00	\$0.00
Intermodal Transportation Specialist (ITS1)	\$2,346.00	\$414.00	\$2,760.00	\$0.00
Intermodal Transportation Specialist 2 (ITS2)	\$24,133.20	\$4,258.80	\$28,392.00	\$0.00
Intermodal Transportation Specialist 2 (ITS2)	\$60,333.00	\$10,647.00	\$70,980.00	\$0.00
Intermodal Transportation Specialist 3 (ITS3)	\$65,160.15	\$11,498.85	\$76,659.00	\$0.00
Intermodal Transportation Specialist 3 (ITS3)	\$23,891.80	\$4,216.20	\$28,108.00	\$0.00
Transportation Analyst	\$75,081.35	\$13,249.65	\$88,331.00	\$0.00
Administrative Assistant	\$35,194.25	\$6,210.75	\$41,405.00	\$0.00
Administrative Assistant	\$42,233.10	\$7,452.90	\$49,686.00	\$0.00
Secretary 1	\$4,182.85	\$738.15	\$4,921.00	\$0.00
Office Assistant 2	\$8,446.45	\$1,490.55	\$9,937.00	\$0.00
Office Assistant 1	\$24,133.20	\$4,258.80	\$28,392.00	\$0.00
Transportation Manager 3	\$47,596.60	\$8,399.40	\$55,996.00	\$0.00
Transportation Manager 2	\$42,903.75	\$7,571.25	\$50,475.00	\$0.00
MCIs - Overtime	\$109,726.50	\$19,363.50	\$129,090.00	\$0.00
SMCIs - Overtime	\$21,318.00	\$3,762.00	\$25,080.00	\$0.00
MVIs - Overtime	\$97,981.20	\$17,290.80	\$115,272.00	\$0.00
SMVIs - Overtime	\$17,765.00	\$3,135.00	\$20,900.00	\$0.00
ITS1 - Overtime	\$1,421.20	\$250.80	\$1,672.00	\$0.00
Subtotal for Fringe Benefits	\$2,414,096.05	\$426,016.95	\$2,840,113.00	\$0.00

Program Travel				
	85% Federal Share	15% State Share	Total Grant Expenditures	Planned MOE Expenditures
Routine MCSAP-Related Travel (Lodging/Meal Allowance)	\$70,550.00	\$12,450.00	\$83,000.00	\$0.00
Subtotal for Program Travel	\$70,550.00	\$12,450.00	\$83,000.00	\$0.00

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

Supplies				
	85% Federal Share	15% State Share	Total Grant Expenditures	Planned MOE Expenditures
Uniforms and Other Related Expenses	\$34,000.00	\$6,000.00	\$40,000.00	\$0.00
General Office Supplies (paperclips, paper, toner, etc.)	\$5,100.00	\$900.00	\$6,000.00	\$0.00
Subtotal for Supplies	\$39,100.00	\$6,900.00	\$46,000.00	\$0.00

Contractual (Subgrantees, Consultant Services, etc.)				
	85% Federal Share	15% State Share	Total Grant Expenditures	Planned MOE Expenditures
NYS Truck Safety & Education Symposium	\$12,750.00	\$2,250.00	\$15,000.00	\$0.00
Institute of Traffic Safety Management & Research	\$249,050.00	\$43,950.00	\$293,000.00	\$0.00
Subtotal for Contractual	\$261,800.00	\$46,200.00	\$308,000.00	\$0.00

Other Expenses				
	85% Federal Share	15% State Share	Total Grant Expenditures	Planned MOE Expenditures
Utilities/Repairs	\$7,650.00	\$1,350.00	\$9,000.00	\$0.00
CVSA Membership Dues	\$11,985.00	\$2,115.00	\$14,100.00	\$0.00
Communications (truck inspection site/office phones)	\$1,700.00	\$300.00	\$2,000.00	\$0.00
Fuel Costs	\$63,750.00	\$11,250.00	\$75,000.00	\$0.00
CVSA Decals	\$5,950.00	\$1,050.00	\$7,000.00	\$0.00
ITD O&M	\$200,005.00	\$35,295.00	\$235,300.00	\$50,000.00
Subtotal for Other Expenses including Training & Conferences	\$291,040.00	\$51,360.00	\$342,400.00	\$50,000.00

Total Costs				
	85% Federal Share	15% State Share	Total Grant Expenditures	Planned MOE Expenditures
Subtotal for Direct Costs	\$6,071,744.50	\$1,071,484.50	\$7,143,229.00	\$50,000.00
Indirect Cost	\$157,541.55	\$27,801.45	\$185,343.00	\$343,214.00
Total Costs Budgeted	\$6,229,286.05	\$1,099,285.95	\$7,328,572.00	\$393,214.00

Spending Plan (Sub-Grantee: NEW YORK STATE DEPARTMENT OF MOTOR VEHICLES)**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): \$2,226,587.00

Personnel Spending Plan Narrative								
Salary Information								
Position(s)	# of Staff	% of Time	Work Year Hours	Hourly Rate	Total Eligible Costs	85% Federal Share	15% State Share	Planned MOE Expenditures
Office Assistant 1 - Keyboarding	1	100	325	\$23.94	\$7,780.50	\$6,613.85	\$1,167.15	\$0.00
Office Assistant 2	1	100	85	\$23.94	\$2,034.90	\$1,729.75	\$305.25	\$0.00
Office Assistant 2	1	100	35	\$26.41	\$924.35	\$785.40	\$138.60	\$0.00
Office Assistant 1 - Keyboarding	1	100	75	\$22.58	\$1,693.50	\$1,439.90	\$254.10	\$0.00
Office Assistant 2	1	100	23	\$22.58	\$519.34	\$441.15	\$77.85	\$0.00
Sub-Total Salary					\$12,952.59	\$11,010.05	\$1,942.95	\$0.00
Overtime Information								
Overtime		100	2080		\$0.00	\$0.00	\$0.00	\$0.00
Sub-Total Overtime					\$0.00	\$0.00	\$0.00	\$0.00
TOTAL PERSONNEL					\$12,952.59	\$11,010.05	\$1,942.95	\$0.00

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

The costs were taken from staff currently working on the project and by projecting out hours and salaries for the fiscal year. Personnel costs are necessary to the success of the project because they fund the manpower needed for the work involved.

The total budgeted cost for personnel is \$12,953.00. In order to have that amount show up in the line item budget correctly and based on how the template populates it, the 80% federal share and 20% state match entries had to be made based on the amount budgeted and not the total cost figures. Based on the template, there is no way to fill in the fields of number of staff, percent of time, work year hours, and hourly rate and have it calculate to the exact amount that is being budgeted.

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
Office Assistant 1 - Keyboarding	54.61	\$7,781.00	\$4,249.20	\$3,611.65	\$637.35	\$0.00
Office Assistant 2	54.61	\$2,035.00	\$1,111.31	\$944.35	\$166.65	\$0.00
Office Assistant 2	54.61	\$924.00	\$504.60	\$429.25	\$75.75	\$0.00
Office Assistant 1 - Keyboarding	54.61	\$1,694.00	\$925.09	\$786.25	\$138.75	\$0.00
Office Assistant 2	54.61	\$497.00	\$271.41	\$218.45	\$38.55	\$0.00
Overtime			\$0.00	\$0.00	\$0.00	\$0.00
Sub-Total Fringe Benefits			\$7,061.61	\$5,989.95	\$1,057.05	\$0.00

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

The fringe rate of 54.61% for federal funds was applied to the base salary. Please refer to guidance from the NYS Office of Comptroller uploaded in the attachment section of the application for more information. Fringe costs are necessary for the success of the project because they are tied to the personnel costs funding the manpower needed for the work involved.

The total amount budgeted for fringe is \$7,047.00. In order to have that amount show up in the line item budget correctly and based on how the template populates it, the 80% federal share and 20% state match entries had to be made based on the amount budgeted and not the total cost figures.

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
Sub-Total Travel			\$0.00	\$0.00	\$0.00	\$0.00

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
Sub-Total Equipment			\$0.00	\$0.00	\$0.00	\$0.00

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
Sub-Total Supplies				\$0.00	\$0.00	\$0.00	\$0.00

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

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
Sub-Total Contractual	\$0.00	\$0.00	\$0.00	\$0.00

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
Sub-Total Other Costs				\$0.00	\$0.00	\$0.00	\$0.00

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.

ESTIMATED Fiscal Year Funding Amounts for MCSAP			
	85% Federal Share	15% State Share	Total Estimated Funding
Total	\$12,617,328.00	\$2,226,587.00	\$14,843,915.00

Allowable amount for Overtime (15% of total award amount without justification): \$2,226,587.00

Maximum amount for Non-CMV Traffic Enforcement (10% of Basic funding amount): \$974,399.00

Personnel (Payroll Costs)				
	85% Federal Share	15% State Share	Total Grant Expenditures	Planned MOE Expenditures
Office Assistant 1 - Keyboarding	\$6,613.85	\$1,167.15	\$7,781.00	\$0.00
Office Assistant 2	\$1,729.75	\$305.25	\$2,035.00	\$0.00
Office Assistant 2	\$785.40	\$138.60	\$924.00	\$0.00
Office Assistant 1 - Keyboarding	\$1,439.90	\$254.10	\$1,694.00	\$0.00
Office Assistant 2	\$441.15	\$77.85	\$519.00	\$0.00
Overtime	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal for Personnel	\$11,010.05	\$1,942.95	\$12,953.00	\$0.00

Fringe Benefit Costs (Health, Life Insurance, Retirement, etc.)				
	85% Federal Share	15% State Share	Total Grant Expenditures	Planned MOE Expenditures
Office Assistant 1 - Keyboarding	\$3,611.65	\$637.35	\$4,249.00	\$0.00
Office Assistant 2	\$944.35	\$166.65	\$1,111.00	\$0.00
Office Assistant 2	\$429.25	\$75.75	\$505.00	\$0.00
Office Assistant 1 - Keyboarding	\$786.25	\$138.75	\$925.00	\$0.00
Office Assistant 2	\$218.45	\$38.55	\$257.00	\$0.00
Overtime	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal for Fringe Benefits	\$5,989.95	\$1,057.05	\$7,047.00	\$0.00

Program Travel				
	85% Federal Share	15% State Share	Total Grant Expenditures	Planned MOE Expenditures
Subtotal for Program Travel	\$0.00	\$0.00	\$0.00	\$0.00

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

Supplies				
	85% Federal Share	15% State Share	Total Grant Expenditures	Planned MOE Expenditures
Subtotal for Supplies	\$0.00	\$0.00	\$0.00	\$0.00

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

Other Expenses				
	85% Federal Share	15% State Share	Total Grant Expenditures	Planned MOE Expenditures
Subtotal for Other Expenses including Training & Conferences	\$0.00	\$0.00	\$0.00	\$0.00

Total Costs				
	85% Federal Share	15% State Share	Total Grant Expenditures	Planned MOE Expenditures
Subtotal for Direct Costs	\$17,000.00	\$3,000.00	\$20,000.00	\$0.00
Total Costs Budgeted	\$17,000.00	\$3,000.00	\$20,000.00	\$0.00

Spending Plan (Sub-Grantee: NEW YORK STATE POLICE)

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): \$2,226,587.00

Personnel Spending Plan Narrative								
Salary Information								
Position(s)	# of Staff	% of Time	Work Year Hours	Hourly Rate	Total Eligible Costs	85% Federal Share	15% State Share	Planned MOE Expenditures
Trooper	27	100	1957	\$56.38	\$2,979,062.82	\$2,532,203.55	\$446,859.45	\$0.00
Trooper	300	11	1957	\$56.38	\$3,641,076.78	\$1,533,066.80	\$270,541.20	\$1,837,469.00
Trooper - Overtime	300	2	1957	\$88.31	\$1,036,936.02	\$0.00	\$0.00	\$1,036,936.00
Sub-Total Salary					\$7,657,075.62	\$4,065,270.35	\$717,400.65	\$2,874,405.00
Overtime Information								
Overtime	27	25	1957	\$88.31	\$1,166,553.02	\$0.00	\$0.00	\$1,166,553.00
Sub-Total Overtime					\$1,166,553.02	\$0.00	\$0.00	\$1,166,553.00
TOTAL PERSONNEL					\$8,823,628.64	\$4,065,270.35	\$717,400.65	\$4,040,958.00

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

The costs were taken from staff currently working on the project and by projecting out hours and salaries for the fiscal year. Personnel costs are necessary to the success of the project because they fund the manpower needed for the work involved.

The total budgeted cost for personnel is \$4,782,671.00.

The overtime entered in the "Overtime Information" section is anticipated MOE expenditures. The number of staff is 27 at 25% time. The overtime entered in the "Salary Information" section is for planned MOE expenditures. The number of staff is 300 at 2% time. The "Overtime Information" section doesn't allow lines to be added as the "Salary Information" section does. Not all overtime is for the same number of staff, percentage of time, or even hourly rate. The current template made it difficult to put all of the overtime information in the appropriate section.

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
Trooper - Overtime	54.61	\$1,166,553.00	\$637,054.59	\$0.00	\$0.00	\$637,055.00
Trooper - Overtime	54.61	\$1,036,936.00	\$566,270.75	\$0.00	\$0.00	\$566,271.00
Sub-Total Fringe Benefits			\$1,203,325.34	\$0.00	\$0.00	\$1,203,326.00

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

The New York State Division of the Budget calculates Fringe Benefit and Indirect Cost rates for Executive Branch Agencies. The New York State Comptroller publishes these rates annually. The State Fiscal Year 2016-17 Fringe Benefit Rate for Federal Funds is 54.61%. However, State Police has requested and been granted a waiver from the requirement to recover Fringe Benefit and Indirect Costs related to the MSCAP Basic Grant, as follows: Indirect Cost recoveries are waived. Fringe Benefit Costs are waived entirely for straight-time reimbursements. For Overtime, Indirect Costs are waived, but Fringe Benefit Costs are not. Fringe costs are necessary for the success of the project because they are tied to the personnel costs funding the manpower needed for the work involved. The total MOE cost estimated for fringe is \$1,203,326.00.

3 - Spending Plan: Travel

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

Travel Cost Spending Plan Narrative						
Purpose	# of Staff	Days	Total Eligible Costs	85% Federal Share	15% State Share	Planned MOE Expenditures
Training Travel	200	10	\$5,000.00	\$4,250.00	\$750.00	\$0.00
Conference Travel	4	10	\$30,000.00	\$25,500.00	\$4,500.00	\$0.00
Routine MCSAP Related Travel (Lodging/Meal Allowance)	200	10	\$9,000.00	\$7,650.00	\$1,800.00	\$0.00
Sub-Total Travel			\$44,000.00	\$37,400.00	\$7,050.00	\$0.00

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

Conference travel includes 1 commissioned officer and two or three Troopers or NCO's (program leadership staff comprised of 1 Lieutenant and three Technical Sergeants) traveling to the annual CVSA conference and members traveling to COHMED and other commercial vehicle meeting and planning sessions throughout the year, with an estimated per-member / per-trip cost of \$1,500 depending on location, duration, and method of travel.

All of the Commercial Vehicle Inspection certified members in the Division are required to attend recurrent training to maintain their respective certifications, and new members are required to attend initial certification training. Conservatively, this amounts to 2,000 man-days of travel. However, the State Police reduce travel costs by lodging members at their Academy training facility when possible. An estimated \$5,000 training travel budget provides the opportunity for grant funded travel, especially when training needs require travel to out-of-state training facilities. Historically, NA Standard Level 6 inspection (radioactive) training has required such travel.

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
Sub-Total Equipment			\$0.00	\$0.00	\$0.00	\$0.00

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
Truck Inspection Signs	7	set	\$1,000.00	\$7,000.00	\$5,950.00	\$1,050.00	\$0.00
Printers	75	printer	\$100.00	\$7,500.00	\$6,375.00	\$1,125.00	\$0.00
Computers	30	computer	\$1,000.00	\$30,000.00	\$25,500.00	\$4,500.00	\$0.00
Uniforms and Other Related Supplies	1	year	\$57,575.00	\$57,575.00	\$48,938.75	\$8,636.25	\$0.00
Office Supplies	1	year	\$500.00	\$500.00	\$425.00	\$75.00	\$0.00
Sub-Total Supplies				\$102,575.00	\$87,188.75	\$15,386.25	\$0.00

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

Office supplies (paperclips, paper, toner, etc.) provide staff working on MCSAP Basic Grant functions with the tools needed to complete tasks. The amount needed is based on historical spending per year. The total amount budgeted for the year is \$500.

Uniforms and other related supplies are imperative for staff performing MCSAP Basic Grant functions. Uniforms, inspection tools, etc. assist staff in accomplishing the goals of the program, following safety practices, etc.. Based on historical spending and anticipated costs, \$57,575 has been budgeted.

Commercial Vehicle Enforcement Unit (CVEU) Troopers are issued laptop computers to complete and upload inspection reports from their vehicles. Replacement computers are estimated to cost approximately \$1,000 each. The amount budgeted will make the replacement of thirty computers possible.

Printers for CVEU Troopers are used for the inspection reports as well and are estimated to cost \$100 each. With the amount budgeted, 75 printers can be purchased.

Truck inspection signs are necessary to ensure trucks stop for inspections and to provide safe conditions for inspection and enforcement personnel, CMV drivers, and other motorists/public. The signs come in sets of five; each set costs \$1,000. Seven sets can be purchased with the amount budgeted.

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
Sub-Total Contractual	\$0.00	\$0.00	\$0.00	\$0.00

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
Training Costs (Tuition, Materials, etc.)	1	year	\$17,500.00	\$17,500.00	\$14,875.00	\$2,625.00	\$0.00
Sub-Total Other Costs				\$17,500.00	\$14,875.00	\$2,625.00	\$0.00

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

Training is required of Troopers, who are already certified, in order to maintain certification and to keep updated. It is also needed for new hires, who are in the process of working toward certification. Training costs include manuals for federal regulations, out of service criteria, etc.. A total of \$17,500 has been budgeted based on historical spending and anticipated 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.

ESTIMATED Fiscal Year Funding Amounts for MCSAP			
	85% Federal Share	15% State Share	Total Estimated Funding
Total	\$12,617,328.00	\$2,226,587.00	\$14,843,915.00

Allowable amount for Overtime (15% of total award amount without justification): \$2,226,587.00

Maximum amount for Non-CMV Traffic Enforcement (10% of Basic funding amount): \$974,399.00

Personnel (Payroll Costs)				
	85% Federal Share	15% State Share	Total Grant Expenditures	Planned MOE Expenditures
Trooper	\$2,532,203.55	\$446,859.45	\$2,979,063.00	\$0.00
Overtime	\$0.00	\$0.00	\$0.00	\$1,166,553.00
Trooper	\$1,533,066.80	\$270,541.20	\$1,803,608.00	\$1,837,469.00
Trooper - Overtime	\$0.00	\$0.00	\$0.00	\$1,036,936.00
Subtotal for Personnel	\$4,065,270.35	\$717,400.65	\$4,782,671.00	\$4,040,958.00

Fringe Benefit Costs (Health, Life Insurance, Retirement, etc.)				
	85% Federal Share	15% State Share	Total Grant Expenditures	Planned MOE Expenditures
Trooper - Overtime	\$0.00	\$0.00	\$0.00	\$566,271.00
Trooper - Overtime	\$0.00	\$0.00	\$0.00	\$637,055.00
Subtotal for Fringe Benefits	\$0.00	\$0.00	\$0.00	\$1,203,326.00

Program Travel				
	85% Federal Share	15% State Share	Total Grant Expenditures	Planned MOE Expenditures
Training Travel	\$4,250.00	\$750.00	\$5,000.00	\$0.00
Conference Travel	\$25,500.00	\$4,500.00	\$30,000.00	\$0.00
Routine MCSAP Related Travel (Lodging/M meal Allowance)	\$7,650.00	\$1,800.00	\$9,450.00	\$0.00
Subtotal for Program Travel	\$37,400.00	\$7,050.00	\$44,450.00	\$0.00

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

Supplies				
	85% Federal Share	15% State Share	Total Grant Expenditures	Planned MOE Expenditures
Truck Inspection Signs	\$5,950.00	\$1,050.00	\$7,000.00	\$0.00
Printers	\$6,375.00	\$1,125.00	\$7,500.00	\$0.00
Computers	\$25,500.00	\$4,500.00	\$30,000.00	\$0.00
Uniforms and Other Related Supplies	\$48,938.75	\$8,636.25	\$57,575.00	\$0.00
Office Supplies	\$425.00	\$75.00	\$500.00	\$0.00
Subtotal for Supplies	\$87,188.75	\$15,386.25	\$102,575.00	\$0.00

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

Other Expenses				
	85% Federal Share	15% State Share	Total Grant Expenditures	Planned MOE Expenditures
Training Costs (Tuition, Materials, etc.)	\$14,875.00	\$2,625.00	\$17,500.00	\$0.00
Subtotal for Other Expenses including Training & Conferences	\$14,875.00	\$2,625.00	\$17,500.00	\$0.00

Total Costs				
	85% Federal Share	15% State Share	Total Grant Expenditures	Planned MOE Expenditures
Subtotal for Direct Costs	\$4,204,734.10	\$742,461.90	\$4,947,196.00	\$5,244,284.00
Total Costs Budgeted	\$4,204,734.10	\$742,461.90	\$4,947,196.00	\$5,244,284.00

Comprehensive Budget

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

ESTIMATED Fiscal Year Funding Amounts for MCSAP			
	85% Federal Share	15% State Share	Total Estimated Funding
Total	\$12,617,328.00	\$2,226,587.00	\$14,843,915.00

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

Cost Summary by Budget Category				
	85% Federal Share	15% State Share	Total Grant Expenditures	Planned MOE Expenditures
Personnel Total	\$8,354,716.15	\$1,474,361.85	\$9,829,078.00	\$4,040,958.00
Fringe Benefit Total	\$3,177,267.70	\$560,694.30	\$3,737,962.00	\$1,394,864.00
Program Travel Total	\$169,087.10	\$30,288.90	\$199,376.00	\$34.00
Equipment Total	\$0.00	\$0.00	\$0.00	\$0.00
Supplies Total	\$129,263.75	\$22,811.25	\$152,075.00	\$4.00
Contractual Total	\$261,800.00	\$46,200.00	\$308,000.00	\$0.00
Other Expenses Total	\$333,965.00	\$58,935.00	\$392,900.00	\$50,000.00
Total Costs				
	85% Federal Share	15% State Share	Total Grant Expenditures	Planned MOE Expenditures
Subtotal for Direct Costs	\$12,426,099.70	\$2,193,291.30	\$14,619,391.00	\$5,485,860.00
Indirect Costs	\$157,541.55	\$27,801.45	\$185,343.00	\$343,214.00
Total Costs Budgeted	\$12,583,641	\$2,221,093	\$14,804,734	\$5,829,074

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

FY 2017 Certification of MCSAP Conformance (State Certification)

I, Ron Epstein, Chief Financial Officer, on behalf of the State of New York, as requested by the Administrator as a condition of approval of a grant under the authority of 49 U.S.C. § 31102, as amended, do hereby certify as follows:

1. The State has adopted commercial motor carrier and highway hazardous materials safety regulations, standards and orders that are compatible with the FMCSRs and the HMRs, and the standards and orders of the Federal Government.
2. The State has designated the New York State Department of Transportation (NYSDOT) as the Lead State Agency to administer the Commercial Vehicle Safety Plan throughout the State for the grant sought and NYSDOT, the New York State Division of State Police, and the New York State Department of Motor Vehicles (NYSDMV) 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.

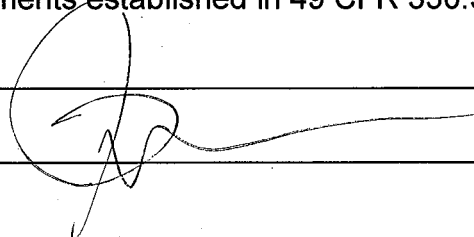
9. The State will ensure that MCSAP funded enforcement of activities under 49 CFR 350.309 will not diminish the effectiveness of the development and implementation of the programs to improve motor carrier, CMV, and driver safety.
10. The State will ensure that CMV size and weight enforcement activities 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 Chief Financial Officer, Ron Epstein.
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

7/27/16

Signature

A handwritten signature in black ink, consisting of a large, stylized 'C' or 'G' shape followed by a horizontal line and a small flourish.

Annual Certification of Compatibility

In accordance with 49 C.F.R., Parts 350.331, as Chief Financial Officer of the New York State Department of Transportation, I do hereby certify the State of New York is progressing toward compatibility with appropriate parts of the Federal Motor Carrier Safety Regulations (FHMR) as follows:

Interstate Motor Carriers; and

Intrastate Motor Carriers

Effective July 11, 2016, Federal regulations and New York State law were amended, as defined in section 501-a(7) of the NYS Vehicle and Traffic Law and 49 CFR §390.5, to change the term "farm vehicle" to "covered farm vehicle", to define covered farm vehicles and to include a new "Covered Farm Vehicle designation" requirement.

Signature: _____

Ron Epstein, Chief Financial Officer
New York State Department of Transportation

Date: _____

7/27/16



Department of Motor Vehicles

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Covered farm vehicle

Effective July 11, 2016 Federal regulations and New York State law are amended to change the term "farm vehicle" to "covered farm vehicle", to define covered farm vehicles, and to include a new "Covered Farm Vehicle designation" requirement.

Under the new law, a covered farm vehicle is defined as a vehicle or combination of vehicles registered in this state which must:

- have a covered farm vehicle designation (Designation as a New York State Covered Farm Vehicle (form CFV-1))
- be operated by the owner or operator of a farm or ranch, or an employee or family member of an owner or operator of a farm or ranch
- be used to transport agricultural commodities, livestock, machinery or supplies to or from a farm or ranch
- **not** be used for for-hire motor carrier operations, exclusive of operation by a tenant pursuant to a crop share agreement to transport the landlord's crop
- **not** be used to transport hazardous materials.

Where can a covered farm vehicle be operated?

1. A single or combination covered farm vehicle weighing over 26,000 pounds may only be operated in New York State and within 150 air miles of your farm or ranch.
2. A covered farm vehicle weighing 26,000 pounds or less may be operated anywhere within New York State and in any other state as long as the state honors the Covered Farm Vehicle designation.

Please note: If your vehicle displays a "FARM" plate, it may only be operated within 25 miles of the farm.

What effect does this have on license holders operating vehicles over 26,000 lbs. with an F or G endorsement?

If you currently have an F or G endorsement, or are applying for one, effective July 11, 2016, you must have a **Designation as a New York State Covered Farm Vehicle**

form (CFV-1). The CFV-1 serves as proof that you have the Covered Farm Vehicle designation and are exempt from needing a CDL to operate a covered farm vehicle. You must **keep a copy of form CFV-1 in each covered farm vehicle** that you operate, as it indicates to law enforcement personnel that you are exempt from CDL requirements and the above-mentioned federal regulations. This vehicle may only be operated in New York State and within 150 air miles of your ranch or farm.

What effect does this have on license holders operating covered farm vehicles weighing 26,000 lbs. or less?

Effective July 11, 2016, you must have a **Designation as a New York State Covered Farm Vehicle** form (CFV-1). The CFV-1 serves as proof that you have the Covered Farm Vehicle designation and are exempt from needing a CDL to operate a covered farm vehicle. You must **keep a copy of form CFV-1 in each covered farm vehicle** that you operate, as it indicates to law enforcement personnel that you are exempt from CDL requirements and the above-mentioned federal regulations. This vehicle may be operated anywhere in United States, as long as the state honors the covered farm vehicle designation.

What are the benefits of having a CFV-1?

The **Covered Farm Vehicle designation** means that you are exempt from needing a commercial driver license (CDL) to operate a covered farm vehicle. It also means that you are exempt from federal regulations related to:

- Hours of Service
- Medical certification
- Drug testing
- Inspection, repair and maintenance requirements (State requirements still apply)

You may download copies of the CFV-1 from the DMV website at [Designation as a New York State Covered Farm Vehicle \(CFV-1\)](#) ^[1], or obtain them at your local DMV Office.

What effect does this have on current license holders with the Z endorsement?

On July 11, 2016 the “Z” endorsement will be removed from your license record.

If you no longer transport farm hazardous materials and wish to obtain a new license document without the “Z” endorsement, you may apply for a replacement license **after July 11, 2016**. You may obtain the replace your license at any DMV office or online at <https://dmv.ny.gov/driver-license/replace-license-or-permit> ^[2].

If you wish to continue to transport farm hazardous materials on or after July 11, 2016, you must first obtain a commercial driver's license (CDL), and undergo a criminal history check, as required by section 501 (6) of the NYS Vehicle and Traffic Law and section 383 of the Federal regulations.

To obtain a CDL with an H endorsement, you must:

- Take the appropriate written tests, and depending on which vehicle class you are applying for (CDL A, B or C), you may be required to obtain a commercial learner permit (CLP) and take and pass a skills test in a representative vehicle. You may also be required to pass a written test for the "H" hazardous materials endorsement.
- Complete Application for a Hazardous Materials Endorsement (HAZ-44) ^[3], and make a copy of one or more of the legal status documents that are listed on the form. Mail the completed form and a copy of your legal status document(s) to:

HazMat Unit
NYS DMV
6 Empire State Plaza
Albany, NY 12228

- Contact MorphoTrust Enrollment Solutions to schedule fingerprinting. Fingerprinting is done by appointment only. You may contact MorphoTrust to select a fingerprinting location, schedule an appointment, and get information about the required fee at www.identogo.com ^[4] or by calling 1-877-472-6915. The fees are \$148.50 for the background checks and a fee for MorphoTrust to perform the fingerprint service.
- Complete Request for NYS Fingerprinting Services – Information Form (HAZ-600) ^[5], and bring it to your appointment along with your NYS CDL and one of the second proofs of ID that are listed on form HAZ-600. If you did not pay the fees when you scheduled your appointment, you must pay the fees at the time you are fingerprinted.

What does the new law say?

Section 1. Subparagraph (vi) of paragraph (b) of subdivision 2 of section 501 of the vehicle and traffic law is REPEALED.

§ 2. Subparagraph (i) of paragraph (b) of subdivision 4 of section 501-a of the vehicle and traffic law, as amended by chapter 36 of the laws of 2009, is amended to read as follows:

(i) a personal use vehicle or a covered farm vehicle or a combination of such vehicles;

§ 3. Subdivision 7 of section 501-a of the vehicle and traffic law is REPEALED,

subdivision 8 is renumbered subdivision 7, and a new subdivision 8 is added to read as follows:

8. Covered farm vehicle. (a) A vehicle or combination of vehicles registered in this state, which (i) displays a covered farm vehicle designation issued by the commissioner, (ii) is operated by the owner or operator of a farm or ranch, or an employee or family member of an owner or operator of a farm or ranch, (iii) is used to transport agricultural commodities, livestock, machinery or supplies to or from a farm or ranch, (iv) is not used in for-hire motor carrier operations, exclusive of operation by a tenant pursuant to a crop share farm lease agreement to transport the landlord's portion of the crops under that agreement; and (v) is not used for the transportation of hazardous materials.

(b) A covered farm vehicle with a gross vehicle weight or gross vehicle weight rating, whichever is greater, of more than twenty-six thousand pounds may only be operated within one hundred fifty air miles of the farm or ranch.

(c) The commissioner shall, by regulation, designate an endorsement or endorsements for the operation of covered farm vehicles with a gross vehicle weight or gross vehicle weight rating of more than twenty-six thousand pounds. Such endorsement or endorsements shall be required to operate such a covered farm vehicle or combination of covered farm vehicles. The identification and scope of such endorsement or endorsements shall, at a minimum, include a distinction between the operation of a covered farm vehicle having a gross vehicle weight or gross vehicle weight rating of more than twenty-six thousand pounds and the operation of a combination of covered farm vehicles having a gross vehicle weight or gross vehicle weight rating of more than twenty-six thousand pounds.

(d) For the purposes of this subdivision, the gross vehicle weight of a vehicle shall mean the actual weight of the vehicle and the load.

§ 5. This act shall take effect on the ninetieth day after it shall have become a law.

Source URL (retrieved on Jun 6 2016 - 2:49pm): <https://dmv.ny.gov/org/commercial-drivers/covered-farm-vehicle>

Links:

[1] <https://dmv.ny.gov/forms/cfv1.pdf>

[2] <https://dmv.ny.gov/node/1472>

[3] <https://dmv.ny.gov/forms/haz44.pdf>

[4] <http://www.identogo.com/>

[5] <https://dmv.ny.gov/forms/haz600.pdf>



Supplemental Agreement

CONTRACT NUMBER C003101

A SUPPLEMENTAL AGREEMENT TO PROVIDE
Additional analytical support for New York's Motor Carrier
Safety Assistance Program.

THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO STATE FINANCE LAW BY AND BETWEEN:

The State of New York, acting through its Department of Transportation (NYSDOT),
having its principal offices located at **50 Wolf Road, Albany NY 12232**
hereinafter referred to as the "Department"

and

The Research Foundation of the State University of New York
a nonprofit, educational corporation, existing under the laws of the State of New York
having its principal offices located at the **University of Albany, State University of New York,**
Office for Sponsored Programs, MSC 312, 1400 Washington Avenue, Albany, New York 12222
hereinafter referred to as the "Foundation", acting on behalf of the Institute for Traffic Safety
Management and Research hereinafter referred to as the "Institute".

WITNESSETH:

WHEREAS, the Department and the Foundation entered into an Agreement under which the Foundation has provided research on specific projects, and;

WHEREAS, the Foundation has provided said research continuously since inception of that agreement, and;

WHEREAS, the Department is desirous of engaging the services of the Foundation for an extended period of performance and the Foundation is willing to be so engaged;

NOW THEREFORE, in consideration of the mutual covenants and agreements herein contained, and within **Contract C003101**, the Department and Foundation do hereby mutually promise and agree as follows:

1. The extended period of performance for the MCSAP Grant(s) shall be for one additional year, **beginning on** March 1 2016 and **ending on** February 28, 2017.
2. This Supplemental Agreement will maintain the scope of work for the MCSAP Grant(s) as identified in the attached proposal(s).
3. The Department shall reimburse the Foundation in accordance with the budget(s) included in the attached proposal(s).
4. The Foundation shall invoice the Department in a manner agreeable to both parties which will result in prompt payment of the invoice in accordance with the State Finance Law.

- * * ***

IN WITNESS WHEREOF ... this Supplemental Agreement is executed by the State and the Contractor by their duly authorized representatives, to become effective and binding upon approval by the State Comptroller.

CONTRACTOR AGREEMENT

By: Adrienne D. Bonilla Date: 2-17-16

Contractor certifies that all information and declarations furnished (if any) with respect to a submitted Vendor Responsibility Questionnaire, or with respect to provisions of New York State Tax Law, Section 5a (Chapter 60 of the Laws of 2004), are true and accurate; and that there have been no significant occurrences since the filing which would have the effect of requiring modifications to any of the answers furnished therein. If it should be found that any such information or declaration furnished was intentionally false, or intentionally incomplete, the State reserves the right to terminate the Contract "for cause" via written notification to the Contractor.

ACKNOWLEDGMENT OF CONTRACTOR'S SIGNATURE

STATE OF New York)
) SS:
COUNTY OF Albany)

On this 17th day of February, 2016, before me came Adrienne D. Bonilla, Esq., who being duly sworn, did depose and say that he/she is the Assistant Vice President of for Research, the business entity described in and which executed this Agreement, and that he/she is authorized to, and did sign his/her name thereto acting in this capacity.

Robyn L. Steve
(Notary Public)

ROBYN L. STEVE
Notary Public, State of New York
No. 01ST4747092
Qualified in Albany County
Commission Expires March 30, 2019
(Notary Stamp - if required)

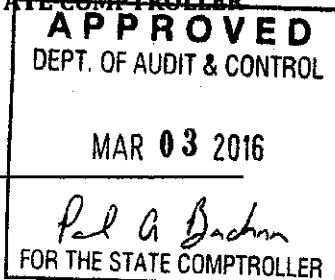
NYS DEPARTMENT of TRANSPORTATION

AGREED - COMMISSIONER of TRANSPORTATION

By: Raymond LaMarco Date: 2-25-16
Raymond LaMarco

Official Title: Assistant Commissioner for Administrative Services

APPROVED PURSUANT TO
§112 STATE FINANCE LAW
for the STATE COMPTROLLER



RESEARCH PROPOSAL COVER PAGE

Submitted to:

William B. Leonard
Director, Office of Modal Safety and Security
NYS Department of Transportation
50 Wolf Road, POD 5-3
Albany NY 12232
Telephone: 518-457-2019
Email: William.Leonard@dot.ny.gov

Submitted by:

The Research Foundation for The State University of New
York, University at Albany
Office for Sponsored Programs
Management Services Center, Room 312
1400 Washington Avenue
Albany NY 12222
Telephone: 518-437-4550 Fax: 518-437-4560
Email: blarge@albany.edu

Principal Investigator:

Debra H. Rood, Director
Institute for Traffic Safety Management and Research
80 Wolf Road, Suite 607
Albany, NY 12205
Telephone: 518-453-0291 ext.109 Fax: 518-453-0298
Email: drood@itsmr.org

Title of proposed research:

Analytical Support for New York State's
Commercial Vehicle Safety Program

Proposed starting date:

March 1, 2016

Proposed duration:

1 Year

Amount requested:

\$176,245

Debra Rood 11/12/15
Debra Rood Date
Director/Principal Investigator
Institute for Traffic Safety Management
and Research
University at Albany

Elizabeth Large 11-12-15
Elizabeth Large Date
Research Administrator
Office for Sponsored Programs
The Research Foundation for SUNY
University at Albany



INSTITUTE FOR TRAFFIC SAFETY MANAGEMENT AND RESEARCH
UNIVERSITY AT ALBANY, STATE UNIVERSITY OF NEW YORK

ANALYTICAL SUPPORT FOR NEW YORK'S COMMERCIAL VEHICLE SAFETY PROGRAM

**Proposed Statement of Work
March 1, 2016 - February 28, 2017**

The Institute for Traffic Safety Management and Research (ITSMR) will continue to provide technical assistance and program evaluation support for New York's Motor Carrier Safety Assistance Program (MCSAP). The tasks undertaken by ITSMR will assist the New York State Department of Transportation (NYSDOT) and other MCSAP agencies within New York State in achieving the objectives put forth in the annual Commercial Vehicle Safety Plan (CVSP).

TASK 1: Support for New York State's performance-based planning and evaluation system for the Commercial Vehicle Safety Program

ITSMR will continue to assist NYSDOT in the preparation of the state's annual Commercial Vehicle Safety Plan. Specific activities will include the following:

- Develop and conduct one or more planning sessions for the MCSAP committee focusing on: 1) data-driven problem identification; 2) the development of goals and objectives and the selection of appropriate performance measures; and 3) the identification of strategies and program activities for inclusion in the 2017 CVSP
- Assist NYSDOT in preparing the 2017 CVSP in accordance with FMCSA format and content requirements
- Conduct an annual performance assessment of the CVSP, based on the goals and objectives established in the 2016 CVSP
- Continue to conduct analyses and prepare reports on commercial vehicle crashes, tickets, and inspections conducted statewide and by MCSAP region for use in monitoring the progress of the program, identifying trends and emerging issues, and assessing the success of the CVSP

TASK 2: SAFETYNET Data System

ITSMR will continue to support NYSDOT and its SAFETYNET system in a number of ways, including:

- Conduct data verification routines to ensure that data on all fatal and personal injury crashes involving large trucks get uploaded to MCMIS in a timely manner. This involves obtaining data on large truck crashes from the DMV's Accident Information System (AIS) and FARS file on a regular basis and determining whether each crash meets the NGA criteria for a large truck crash. If the NGA criteria are met, ITSMR will review available paper and electronic records to collect the additional data needed for reporting such crashes to SAFETYNET. ITSMR will ensure that these additional data are entered into SAFETYNET for upload to MCMIS.
- Assist SAFETYNET technical staff in verifying, extracting and reporting crash and inspection data from the SAFETYNET database, as needed

TASK 3: Analyses of Crashes Involving Large Trucks

- Conduct analyses of the 2015 DMV and NGA data on crashes involving large trucks
- Prepare a research note and fact sheet summarizing the 2012-2015 crash data
- Respond to ad hoc requests for data on large truck crashes

TASK 4: Analyses of Inspections Involving Large Trucks

- Conduct analyses of the FFY 2016 large truck inspection data
- Generate management reports (quarterly and annual) on the FFY 2016 inspections conducted of commercial drivers and vehicles for NYSDOT staff and MCSAP supervisors
- Respond to ad hoc requests for data on large truck inspections

TASK 5: Analyses of Tickets Issued to CMV Drivers for Violations of the State's Vehicle and Traffic Law and Transportation Law

- Conduct analyses of 2015 ticket data and prepare a fact sheet summarizing the 2012-2015 data on tickets issued to CMV drivers
- Analyze the adjudication of tickets issued to commercial drivers, including the types of violations for which tickets were issued and conviction rates

TASK 6: Analyses of Crashes and Inspections Involving Buses

- Conduct analyses of the 2015 NGA data on crashes involving buses
- Conduct analyses of the FFY 2016 bus inspection data
- Prepare a report summarizing the 2012-2015 bus crash data and the FFY 2014-FFY 2016 bus inspection data
- Continue to support the DOT and DMV initiative to merge the state's key data systems on buses and bus drivers (i.e., the DMV's Article 19A system and DOT's BUSNET and CarCert systems)
- Respond to ad hoc requests for data on bus crashes and inspections

TASK 7: Ad Hoc Research Studies, Analytical Support and Technical Assistance

- Continue to respond to ad hoc questions and requests for research, data analyses and other technical assistance as they arise

TRAVEL

Funding is also included for staff to attend the NYS Truck Safety and Education Symposium held annually in Albany and the annual NYS Highway Safety Symposium to be held in Lake Placid in October 2016. At the request of the NYS Department of Transportation, ITSMR staff will also attend other training programs and workshops related to ITSMR's role in supporting New York's commercial vehicle safety program.

**Institute for Traffic Safety Management and Research
The Research Foundation for The State University of New York
University at Albany**

**Analytical Support for New York's Commercial Vehicle Safety Program
March 1, 2016 - February 28, 2017**

Budget Category	% Time	DOT (Federal Funds)	DOT (Share of Match)	Univ at Albany	Total
PERSONAL SERVICES					
Project Director	20%	26,041			\$26,041
Deputy Director	20%	24,670			\$24,670
Sr. Research Associate	20%	19,424			\$19,424
Research Support Specialist	20%	13,775			\$13,775
Project Staff Assistant	25%	12,881			\$12,881
Project Staff Assistant	5%	2,659			\$2,659
Sub-Total		\$99,450			\$99,450
Fringe Benefits 3/1/16-6/30/16 @ 44%		\$14,586			\$14,586
Fringe Benefits 7/1/16-2/28/17 @ 45%		\$29,835			\$29,835
			\$35,249		\$35,249
TOTAL PERSONAL SERVICES		\$143,871	\$35,249		\$179,120
TRAVEL		\$2,500			\$2,500
COMMODITIES		\$500			\$500
TOTAL DIRECT COSTS		\$146,871	\$35,249		\$182,120
INDIRECT COSTS					
20% of Total Direct Costs		\$29,374			\$29,374
6% of Total Direct Costs				\$8,812	\$8,812
TOTAL INDIRECT COSTS		\$29,374		\$8,812	\$38,186
TOTAL ESTIMATED COSTS		\$176,245	\$35,249	\$8,812	\$220,306



Safety, Service & Solutions

MEMO

To: Suzanne Keiffer, NYS Department of Transportation
From: Francesca Pardi, Event Manager, NYS Motor Truck Association
Date: April 26, 2016
Re: NYS Truck Safety and Education Symposium and Safety Exhibition

Below are the costs for the 2016 NYS Truck Safety and Education Symposium and Safety Exhibition, which the New York State Motor Truck Association would like to have covered by a federal grant. All figures exclude tax. NYSMTA understands it will only be reimbursed for the amount of the grant issued and is responsible for any expenditures not covered by the grant. Please contact the Association if further explanation of the request is required.

Meals **\$3,415.01**

See attached sheet for full details

Hotel Rooms **\$198.00**

Two hotel rooms for speakers

Printing (Outside Vendor) **\$3,007.90**

Attendee Registration Forms, Envelopes, Program

Printing (Internal) **\$108.81**

Vendor registration forms and letters

Postage **\$1,781.19**

Attendee & Vendor Mailing

Educational Material & Giveaways **\$5,573.71**

USB pen with flash drive containing information documents and presentations, FMCSR's Spiral Management Edition

Misc. Charges **\$914.50**

See attached sheet for full details

Total: \$14,999.13

2016 NYS Truck Safety & Education Symposium & Safety Exhibition Federal Grant

Meals	Cost Per	Quantity	Total Costs	Comments
Monday, 4.4.16 - Dinner - Set up	\$ 36.60	4	\$ 146.40	Kate, Mark, Francesca, Bill
Staff	See Attached	1	\$ 960.93	
Presenters	See Attached	1	\$ 1,277.57	
Agency Comps	See Attached	1	\$ 1,030.12	
Total Meal Costs			\$ 3,415.01	
Hotel Rooms for Speakers				
Dan Baker	\$ 99.00	1	\$ 99.00	
Megan Bush	\$ 99.00	1	\$ 99.00	
Total Hotel Rooms for Speakers			\$ 198.00	
Printing - Outside Vendor				
Attendee Registration Forms	\$ 0.39	3300	\$ 1,287.00	
Envelope Cost w/ Blue Printing (Reg and Vendor Envelopes)	\$ 0.11	3590	\$ 394.90	
Program Brochure Printing	\$ 4.42	300	\$ 1,326.00	
Total Printing - Outside Vendor			\$ 3,007.90	
Printing - Internal				
Vendor Registration Forms	\$ 0.130	558	\$ 72.54	
Vendor Letter	\$ 0.065	558	\$ 36.27	
Total Printing - Inside Vendor			\$ 108.81	
Postage				
Vendor Mailing				
Domestic	\$ 0.485	541	\$ 262.39	
Canadian	\$ 1.20	17	\$ 20.40	
Registration Mailing				
Domestic	\$ 0.485	2993	\$ 1,451.61	
Canadian	\$ 1.20	39	\$ 46.80	
Total Postage			\$ 1,781.19	

Giveaways					
USB Pen	\$	7.35	245	\$	1,800.75
Graphic Layout	\$	60.00	1	\$	60.00
Shipping (Partial)	\$	48.57	1	\$	48.57
FMCSR's Spiral Management Edition	\$	11.91	272	\$	3,240.06
Shipping	\$	424.33	1	\$	424.33
Total Giveaways				\$	5,573.71
Misc.					
DOT 1on1 Tables w/ Linen	\$	15.95	2	\$	31.90
Booth Set Up	\$	28.00	27	\$	756.00
Drapery for Hilton	\$	75.00	1	\$	75.00
Damage Waiver for Linen	\$	1.60	1	\$	1.60
Signage for Registration	\$	25.00	2	\$	50.00
Total Misc.				\$	914.50
2016 Total for grant request				\$	14,999.13

The Saratoga Hilton

534 Broadway, Saratoga Springs, NY USA 12866
Phone: (518) 584-4000 - Fax: (518) 584-7430

Check#: 71,082

Page: 1 of 1

Created: 4/4/2016

Banquet Check

Account: NYS Motor Truck Association Post As: NYS Motor Truck Assn / Safety Symposium Address: 7 Corporate Drive Clifton Park, NY 12065		Event Date: Monday, April 04, 2016 Contact: Ms. Francesca Pardi Phone: (518) 458-9696 Fax: (518) 458-2525	
Posting Account Payment: Direct Bill		Tax Exempt: NO	
GROUP			

Quantity	Food	Price	Amount
60	Deli Buffet - modified	30.00 Per person	1,800.00
Subtotal:			1,800.00
Service Charge %: 22.00			396.00
Tax %: 7.00			153.72
Total:			2,349.72

Room Rental	Price	Amount
Room: Broadway Ballroom	Function: MTG	
Room: Broadway Ballroom	Function: DINB	
Subtotal:		0.00
Room Rental Service Charge %: 22.00		0.00
Total:		0.00

36.60 x 4 = 146.40
Applied to grant

Grand Total:	2,349.72
Balance Due:	2,349.72

21% (or the current service charge in effect on the day of the event pursuant to the applicable collective bargaining agreement) of the food and beverage total, plus any applicable state or local tax, will be added to your account as a service charge. This service charge is not a gratuity and is the property of Hotel to cover discretionary costs of the Event. 14.5% is a F&B gratuity to the hotel staff. 1% of meeting room service charge is distributed as a gratuity and the balance is retained as an administrative charge.

Print Client Name _____ Date _____

Print Hotel Representative Name _____ Date _____

Client Signature _____

Hotel Representative Signature _____

Staff Comps		Staff	Presenter	Agency Exhibitor	Courtesy	Day 1	Day 2	Total
Kendra Hems		1				\$ 68.45	\$ 68.82	\$ 137.28
Karin White		1				\$ 68.45	\$ 68.82	\$ 137.28
Kate Kennett		1				\$ 68.45	\$ 68.82	\$ 137.28
Bill McAnelly		1				\$ 68.45	\$ 68.82	\$ 137.28
Francesca Pardi		1				\$ 68.45	\$ 68.82	\$ 137.28
Mark King		1				\$ 68.45	\$ 68.82	\$ 137.28
Jen Anderols		1				\$ 68.45	\$ 68.82	\$ 137.28
Total						\$ 479.17	\$ 481.76	\$ 960.93
Speakers								
Terry Egan, NYSDMV			1			\$ 20.74		\$ 20.74
Dan Baker			1			\$ 20.74	\$ -	\$ 20.74
Swede Oun, O&K Truck Repairs, Ltd.			1			\$ 68.45	\$ -	\$ 68.45
Megan Bush, ATA			1			\$ 68.45	\$ -	\$ 68.45
Collin Mooney, CVSA			1			\$ 68.45	\$ -	\$ 68.45
Scott Wichman, Haylor Freyer & Coon			1			\$ 68.45	\$ -	\$ 68.45
Mary Ellen Vassallo, Superior Plus Energy Services			1			\$ -	\$ -	\$ -
Wayne Traficante, NYSDMV			1			\$ -	\$ 68.82	\$ 68.82
Angela Lepore-Tubbs, NYSDMV			1			\$ -	\$ -	\$ -
Mary Withkowski, NYSDMV			1			\$ -	\$ 68.82	\$ 68.82
William Leonard, NYSDOT			1			\$ -	\$ 34.16	\$ 34.16
Robert Lopez, GTSC			1			\$ -	\$ 68.82	\$ 68.82
John Weeks, FMCSA			1			\$ -	\$ 68.82	\$ 68.82
Tracey Wheaton, NYSDMV			1			\$ -	\$ 68.82	\$ 68.82
John Connolly, NYSDOT			1			\$ 68.45	\$ 68.82	\$ 137.28
Anne Collins, FMCSA			1			\$ -	\$ 68.82	\$ 68.82
Brian Temperine, FMCSA			1			\$ -	\$ 68.82	\$ 68.82
Stephen Collins, TSA			1			\$ -	\$ 68.82	\$ 68.82
Bo Mitchell, 911 Consulting			1			\$ -	\$ 68.82	\$ 68.82
Matthew Schyndler, Mirabito Energy Products			1			\$ 68.45	\$ 68.82	\$ 137.28
Raymond Weiss, NYSP			1			\$ -	\$ 34.16	\$ 34.16

ORIGINAL DATE: 4/6/2016

SARATOGA HILTON

PAGE 1

STATEMENT OF GUEST FOLIO CHARGES
NYS MOTOR TRUCK ASSOCIATION
THE SPRINGS

GUEST NAME	ROOM NUMBER	DEPARTURE DATE	ROOM & TAX	FOOD AND BEVERAGE CHARGES	TELEPHONE	MISCELLANE OUS	SHOPS	OTHER	PAYMENTS DEPOSITS	TOTAL
BAKER, DAN	436	4/6/2016	111.87	0.00	0.00	0.00	0.00	0.00	0.00	111.87
BUSH, MEGAN	402	4/6/2016	111.87	0.00	0.00	0.00	0.00	0.00	0.00	111.87
MCANELLY, WILLIAM	COMP 1/50 (2)	4/6/2016	0.00	48.00	0.00	0.00	0.00	0.00	0.00	48.00

Room rate \$99 x 2 = \$198 applied to grant

TOTAL	223.74	48.00	0.00	0.00	0.00	0.00	0.00	0.00	271.74
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HILTON

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FEDERAL ID NUMBER 04 2707748

NYS Motor Truck Association
7 Corporate Drive
Clifton Park, NY 12065

INVOICE NO.	YOUR ORDER NO.	DATE DELIVERED	REFERENCE NO.	INVOICE DATE
51989	Karin	1/22/2016	80368	1/26/2016
3,300	2016 Safety Symposuim Registration forms			1,288.09
	Albany County Sales Tax			103.05
			\$1,391.14	

NYS Motor Truck Association
7 Corporate Drive
Clifton Park, NY 12065

REFERENCE NO.	INVOICE DATE
80368	1/26/2016

YOUR ORDER NO.	INVOICE NO.
Karin	51989

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Albany, NY 12207-2434

TOTAL INVOICE

\$1,391.14

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NYS Motor Truck Association
7 Corporate Drive
Clifton Park, NY 12065

INVOICE NO.	YOUR ORDER NO.	DATE DELIVERED	REFERENCE NO.	INVOICE DATE
52653	Karin White	3/21/2016	81409	3/24/2016
300	2016 Safety Symposium Programs Albany County Sales Tax			1,325.83 106.07
			\$1,431.90	



brand new

20671

INVOICE

566768

INVOICE NUMBER

shipped to (if different than sold to)

sold
to:NYS MOTOR TRUCK ASSOC INC
7 CORPORATE DRIVE
CLIFTON PARK, NY 12065NYS MOTOR TRUCK ASSOC INC
7 CORPORATE DRIVE
ATTN: FRANCESCA PARDI
CLIFTON PARK, NY 12065

terms: net 30 days

Please contact DUKE DUFORT at 1-518-690-7110 for reorders.
Thank you again for your business.

Terms: Net 30 days

Thank you again for your business.

customer order no.	date shipped	shipped via	f.o.b.	salesperson	our order no.	invoice date
FP	03/10/16	UPS	PLANT	46	4648594	03/15/16
quantity	form number	description		unit price	per	amount
300	1955PEN-2GB	PEN W/STYLUS & 2GB FLASH		7.35	EA	2,205.00
1	SET UP	SYMPOSIUM PEN SILVER W/BLACK PAD PRINT		60.00	EA	60.00
1	SMART DRIVE	SET UP CHARGE				
		SMART DRIVE				
		This Option FREE for First Year				
		Freight/Handling				48.57
		Sales Tax SARATOGA COUNTY/SARATOGA COUNTY				161.95
				invoice total		2,475.52

invoice processed by: JLA

J. J. Keller
& Associates, Inc.®
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 PO Box 6609
 Carol Stream IL 60197-6609
 (800) 558-5011

INVOICE

D-U-N-S® NO.: 05-026-4316
 FED I.D. NO.: 39-0957377

Invoice Date 03/11/2016	Invoice No. 9101104132
Purchase Order No. 17HSP for Symposium	
Region	Fleet
	Bill Code 000

Ship to:

New York State Motor Truck
 Association Inc
 7 Corporate Dr, Ste 1
 Clifton Park NY 12065-8612

New York State Motor Truck
 Association Inc
 Attn: Francesca Pardi
 7 Corporate Dr, Ste 1
 Clifton Park NY 12065-8612

VIA: Truck Prepaid on 03/11/2016

VIA: Truck Prepaid on 03/11/2016

Order No. 219154	J. J. Keller Order No. 501543503	Order Date 02/25/2016	Delivery No. 801651647	Customer Service (800) 558-5011 x 8824	F.O.B. Mfg	Terms Net 30	Page 1 of 1
Material	Description	Quantity			Unit Net Price	Extended Price	
		Ordered	Shipped	Back Ordered			
5	FMCSR HDBK SPIRAL	300	300		11.91200	3,573.60	
	Batch: FEB2016 Qty: 300			1		424.33	
	Shipping and Handling Charges						
Invoice Amount						3,997.93	

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Form #0033 YFI_INVOICE Rev:03/16

1.5% per month (annual percentage rate 18%) due after 30 days.

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Overdue Accounts: 1.5% per month (annual percentage rate 18%) due after 30 days.

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& Associates, Inc.®
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 PO Box 6609
 Carol Stream IL 60197-6609

Amount Due 3,997.93			
Customer No. 200219154	Region	Fleet	Invoice Date 03/11/2016
Invoice No. 9101104132			
Please comment here if payment differs from amount due.			



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Albany, NY 12205
www.teamcamelot.com

Invoice

Date	Invoice #
3/31/2016	519334

Bill To
NYS Motor Truck Association 7 Corporate Drive Clifton Park, NY 12065

Ordered By
Francesca Pardi p-518-458-9696 f-518-458-2825 MAILING INVOICES**

P.O. No.	Terms	Due Date
Registration Sign	Net 30	4/30/2016

Description	Qty	Amount
2 @ 24 x 36 Sq. Ft. of Color Oversize Produced From File, Mounted on Foam Core	2	27.06T
File Design	1	25.00T
Partial Charge \$50.00 applied to grant		

Tax ID 47-3709317
AMEX, MC, VISA & DISCOVER ACCEPTED
NYS Central Accounting System #1100153530

Subtotal	\$52.06
Sales Tax	\$3.64
Total	\$55.70
Payments/Credits	\$0.00
Balance Due	\$55.70

Phone #	Fax #
518-435-9696	518-435-9688

PRINT. COPY. COOKIES.



**A Full Service
Event &
Party Rental
Company**

Total Events
4021 State Street
Niskayuna, NY 12304

Voice: (518) 383-8602
Fax: (518) 383-8603
info@totaleventsny.com

Job provided on MAR 30 16 For:
Francesca Pardi
NYS Motor Truck Association

7 Corporate Drive
Clifton Park, NY 12065

Phone: (518) 458-9696
Cell:

Ext:
Fax: (518) 458-2525

Quote By: Megan Barkevich
Our Job #: CON - 152233-1
Job Status: Confirmed Order
Purchase Order:

Ship Via:
Return Via:

Job Site: Saratoga Hilton
Room: Broadway or Saratoga Ballroom
Address: 534 Broadway

Saratoga Springs, NY 12866
Contact: Eric (518) 584-4000

Invoice To: NYS Motor Truck Association
7 Corporate Drive
Clifton Park, NY 12065

Terms: COD

Set Up Window				
Delivery	Monday	APR 4 16	1:00PM	
Vendor Set Up	Tuesday	APR 5 16	6:00AM	
Event Start	Tuesday	APR 5 16	7:00AM	
Event End	Wednesday	APR 6 16	3:30PM	
Breakdown	Wednesday	APR 6 16	3:30PM	

Description: 4/5-6/16 Booths @ Saratoga Hilton

EQUIPMENT

QTY	Description	Duration	Unit Price	Extended
Convention Services				
1	10' Tall X 18' Long - Black Drapery Going in Hilton - Saratoga 1,2,3 on Tuesday Saratoga 1,2 on Wednesday	1.00 Day(s)	75.00	75.00T
1	10' Tall X 40' Long - Black Drapery Going in Convention Center - M2 - Both Days	1.00 Day(s)	140.00	140.00T
27	8x10 Booth Includes: Skirted 6' Table with Vinyl Top, (2) Chairs, Wastebasket **Navy Blue Skirting *Does not include Drape & ID Sign. -Convention Center - M1 (20) -Hilton Gallery - (7)	1.00 Day(s)	28.00	756.00T
Convention Services Total:				\$ 971.00
Tables				
2	30" Short Cocktail Hilton Gallery - Wednesday 4/6	1.00 Day(s)	7.95	15.90T
Tables Total:				\$ 15.90
Linen				
2	Linen, 90", Round, Polyester, Navy Blue	1.00 Day(s)	8.00	16.00T
Linen Total:				\$ 16.00
Other				
1	Labor - Tuesday Flip M1 booths breakdown at 4:30pm on Tuesday Install booths in the gallery on Tuesday (open @1) Saratoga Ballroom after 3pm Total Events will move the drape behind the stage once the Hilton moves the stage to pre-set for Wednesday.	1.00 Day(s)	200.00	200.00T



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Description: 4/5-6/16 Booths @ Saratoga Hilton

EQUIPMENT

QTY	Description	Duration	Unit Price	Extended
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Other Total: \$ 200.00

Notes

1	Final Payment _____ initial Final payment is due by cash or check one week prior to event. Final counts should also be given one week prior. Any additions or damaged/loss items will be charged to credit card on file.	1.00 Day(s)		0.00T
1	RE: DELIVERY _____ initial Total Events standard delivery hours are M-F 8am-6pm and Sat. 9am-4pm. Set-ups and breakdowns outside of these hours will incur additional charges.	1.00 Day(s)		0.00T
1	Set Up Window _____ initial Total Events requires a 3 hour window for delivery. If specific timing is necessary, or a smaller window of installation/breakdown is required additional charges will apply.	1.00 Day(s)		0.00T

Notes Subtotal:

Notes Total: \$ 0.00

Equipment Subtotal: 1,202.90

Equipment Total: \$ 1,202.90

Equipment Tax: \$ 84.20

Damage Waiver: \$ 1.60

Delivery & Pickup: \$ 95.00

Delivery Tax: \$ 6.65

Job Grand Total: \$ 1,390.35

PAID TO DATE: \$ 0.00

BALANCE: \$ 1,390.35