

UTAH

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

Date of Approval: Jan 17, 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.

Utah's lead MCSAP agency is the Utah Department of Transportation's (UDOT) Motor Carrier Division (MCD). The mission of the Utah Motor Carrier Division is threefold:

1. To enhance safety,
2. Protect and preserve Utah's highway infrastructure,
3. Facilitate commerce.

Working in partnership with the Utah Highway Patrol (UHP), the MCD with UHP plan and carry out MCSAP related activities to reduce fatalities, serious injuries, and crashes involving commercial motor vehicles (CMV's). Monthly MCSAP Coordination meetings are held to review progress, make future plans, and discuss and address challenges in the program.

In Utah, MCSAP funds are used by the UDOT Motor Carrier Division to fund all activities and related supplies, equipment, travel, and personnel costs related to fixed facility CMV inspections, carrier interventions, safety data, and public education and outreach to enhance the safety of CMV operations within the State.

The Utah Highway Patrol, as a sub-grantee, utilizes MCSAP funds for their CMV traffic enforcement and roadside inspection programs. Funds are also used to provide professional services related to our public education and outreach.

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.

Utah enjoys a strong partnership between the UDOT Motor Carrier Division, the Utah Highway Patrol, the Utah Trucking Association, and the FMCSA State Office. There is a spirit of cooperation and a dedication to the safety of the commercial motor vehicle industry and the general public.

The Motor Carrier Division employs 87 employees (including six new FTE hires not yet Level III qualified) whose responsibilities include:

- Port of entry agents* - Level III qualified - (25 FTE's),
- Port of entry inspectors* -Level I certified - (15 FTE's),
- Port of Entry Supervisors* (13 FTE's),
- Safety investigators* (10 FTE's),
- Customer relations team (4 FTE's),
- Superload (oversize, overweight and tow truck permitting) team (5 FTE's),
- Business systems team (4 FTE's),
- Facilities Manager (1 FTE),
- Federal grants manager* (1 FTE),
- Division director* (1 FTE), and
- Operations managers* (2 FTE's),
- Outreach Trainer* (1 FTE).
-

Those marked with an asterisk are categories that involve employees (76 total) with MCSAP activities (or will be involved soon).

The Division operates nine ports of entry including four interstate ports, two on I-15 (Perry and St. George) and two on I-80 (Echo and Wendover). There are five internal ports located on Highway 6, 10, 40, 89 and 491. An additional port facility opened on Highway 40 in the Uintah Basin where the oil industry has had a major presence and on I-70 in east central Utah near the Colorado border. Neither are regularly staffed but used by UHP and for special projects.

The Utah Highway Patrol (UHP) Motor Vehicle Section is a partner and sub-grantee for the MCSAP program. The Section includes a :

- Captain,
- Lieutenant,
- Sergeants (5), and

Troopers (28) divided into six districts that provide motor carrier enforcement across the entire State.

The State funds it's commitment to the 15% match and Maintenance of Effort mainly through personnel and fringe benefit costs that run in excess of the MCSAP grant Basic and Incentive funding.

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:

Inspectors are provided impaired driver apprehension training as part of their initial law enforcement training. They are also provided additional impaired driver apprehension training as part of department annual in-service training, on going monthly training, and is required in order to maintain intoxilyzer certification. The department also provides every inspector with a portable breath tester and have numerous breath testing stations across the state.

During the 2016 Utah Department of Public Safety Training, we have trained all troopers (not just CMV troopers) in the areas of CMV Impaired Drivers, Criminal Interdiction Involving CMV's, and CMV Stops.

4 - Basic & Incentive Minimum Requirements - Federal Registration & Financial Responsibility 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 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:

Inspectors are provided operating authority/OOS order training as part of their initial CMV enforcement training. They are also provided additional operating authority/OOS order training as part of section annual training. The training covers use of the inSPECT program and Query Central. The section also has operating policies that require inspectors to check the operating authority/OOS orders for every vehicle inspected and to place OOS any vehicle found to be operating without sufficient authority. These checks are also recorded in a department electronic activity log that is monitored, tracked, and audited to insure compliance.

Utah's ASPEN-like product, inSPECT inspection software, as part of every inspection, identifies carriers with a current OOS order in place. The screen would have to be manually overridden for the OOS to not be identified as part of the inspection.

Utah has adopted the CVSA OOS criteria including the OOS criteria outlined in the current CVSA guidebook.

Basic and Incentive Program Effectiveness Summary - Past Performance

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

1 - State Fatality Reduction Trend Analysis: 2011 - 2015

Instructions:

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

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

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

State Defined Measurement Period (Include 5 Periods)		Fatalities	Goal As Expressed In CVSP (State Defined Measurement)	Outcome (As It Relates To The Goal Column)
Begin Date	End Date	Number of Lives		Indicate Actual Outcome
01/01/2015	12/31/2015	41	0.09	0.15
01/01/2014	12/31/2014	25	0.10	0.09
01/01/2013	12/31/2013	21	0.10	0.08
01/01/2012	12/31/2012	23	0.10	0.09
01/01/2011	12/31/2011	32	0.10	0.12

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

State of Utah Crash Repository records and posted to the UDOT Executive Dashboard as of June 21, 2016.
Information given is based on calendar year.

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

It is Utah's intent to eliminate all CMV serious injury and fatal crashes as is possible. In the five year period shown above, Utah is on an overall decline in terms of fatalities since 2010. We had a steady decline from 2011 to 2013, a slight increase in 2014, and a terrible year in 2015. More than double the fatalities we had in 2014. That CMV number mirrored the overall fatality numbers for all vehicles in the State in that when the overall state fatal crash number is up, so are CMV fatal crashes. When the number of overall state numbers are down, so are the CMV numbers.

We have had a hard time with why the sharp increase in 2015. Our numbers so far in calendar year 2016 is just 17 through the first 8.5 months. We expect to have a fatality number back in the low 20's for 2016. In our analysis from 2011 through 2016, the largest number of CMV crashes were single vehicle crashes, 24% of the 144 fatal crashes. They are attributed to drowsy and distracted driving, and medical conditions. We are working to address those and all the crash causation reasons.

Over the last five and a half years, CMV crashes have been 10.9% of the total number of crashes and 10.9% of the fatal crashes. The two numbers mirror each other from year to year.

% of CMV Crashes/Fatals to total Number of Crashes/Fatals in Utah							
	2011	2012	2013	2014	2015	2016	Avg
Crashes	12.0%	10.5%	10.0%	10.8%	13.3%	8.5%	10.9%
Fatals	13.2%	10.6%	9.5%	9.7%	14.9%	7.9%	10.9%

See the attachment to this document: *"UT CMV Fatal Chart"*

Utah will use all tools available to accomplish its safety mission of reducing fatalities. Fixed and roadside inspections, enforcement, interventions, safety data analysis, and outreach and education to the commercial vehicle industry and the general public all play a role in this effort.

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

Instructions:

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

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

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

State Defined Measurement Period (Include 5 Periods)		Fatalities	Goal As Expressed In CVSP (State Defined Measurement)	Outcome (As It Relates To The Goal Column)
Begin Date	End Date	Number of Lives		Indicate Actual Outcome
01/01/2015	12/31/2015	1	0.10	0
01/01/2014	12/31/2014	3	0.10	0.01
01/01/2013	12/31/2013	2	0.10	0.0070
01/01/2012	12/31/2012	2	0.10	0.0080
01/01/2011	12/31/2011	7	0.14	0.03

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

FMCSA - MCMIS Crash Statistics for Buses as of June 21, 2016, and UDOT FHWA Dashboard from June 21, 2016.

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

Utah has been active in monitoring passenger carriers and their scores to visit any who have alerts. The Utah Highway Patrol conducts summer task forces to inspect buses across the State in high tourism areas near the National Parks. In conjunction with the Motor Carrier Division, UHP inspects passenger carrier vehicles accessing the Salt Lake International Airport. UHP and the MCD participate in FMCSA Passenger Strike Force activities as invited. The State has not set an individual goal for passenger carrier fatalities. It is included in the State's overall fatality reduction goal.

There were 131 crashes involving a passenger carrier in FY 2015, 23 resulted in injury. Utah had one passenger carrier fatality in FY 2015. The driver of a pick-up truck crossed the median and hit a school bus. No one on the bus was injured, but the driver of the pick-up died. There has not been a fatality in FY 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: Large Truck Fatal Crashes per 100M VMT

State Defined Measurement Period (Include 5 Periods)		Fatalities	Goal As Expressed In CVSP (State Defined Measurement)	Outcome (As It Relates To The Goal Column)
Begin Date	End Date	Number of Lives		Indicate Actual Outcome
01/01/2015	12/31/2015	0	0.10	0
01/01/2014	12/31/2014	0	0.10	0
01/01/2013	12/31/2013	0	0.10	0
01/01/2012	12/31/2012	0	0.10	0
01/01/2011	12/31/2011	0	0.10	0

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

Data was pulled from the <https://hazmatonline.phmsa.dot.gov/IncidentReportSearch/search.aspx> website on June 28, 2016.

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

For CY 2015 there were 43 transportation HazMat incidents reported. There were no fatalities or injuries associated with these incidents. Of the 43 incidents, 33 were non-bulk, three were IBC, five were cargo tank related, and two other with a can and a dump truck. Four of the incidents were crash related, all involving a cargo tank. There have been no HazMat related fatalities during the 2011 - 2015 reporting period.

During FY 2016 so far, 18 carrier interventions and 9 security contacts were made in the State. There were 1906 driver and 1641 hazmat inspections with a 7.07% out-of-service rate.

The State has not set an individual goal for HazMat fatalities. It is included in State's overall fatality reduction goal.

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

Please refer to the MCSAP Comprehensive Policy for an explanation of FMCSA's traffic enforcement guidance. Complete the table below to document the State's safety performance goals and outcomes over the past five measurement periods.

1. Insert the beginning and end dates of the measurement period used, (e.g., calendar year, Federal fiscal year, State fiscal year or any consistent 12 month period for which data is available).
2. Insert the total number of the measured element (traffic enforcement stops with an inspection, non-inspection stops, non-CMV stops).
3. Insert the total number of written warnings and citations during the measurement period. The number of warnings and citations do not need to be split out separately in the last column.

State Defined Measurement Period (Include 5 Periods)		Number Of CMV Traffic Enforcement Stops with an Inspection	Number of Citations and Warnings Issued
Begin Date	End Date		
01/01/2015	06/30/2015	4768	
01/01/2014	12/31/2014	9437	0
01/01/2013	12/31/2013	11545	0
01/01/2012	12/31/2012	12253	0
01/01/2011	12/31/2011	6665	0

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

State Defined Measurement Period (Include 5 Periods)		Number Of CMV Traffic Enforcement Stops without Inspection	Number of Citations and Warnings Issued
Begin Date	End Date		
01/01/2015	06/30/2015	493	
01/01/2014	12/31/2014	0	0
01/01/2013	12/31/2013	0	0
01/01/2012	12/31/2012	0	0
01/01/2011	12/31/2011	0	0

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

State Defined Measurement Period (Include 5 Periods)		Number Of Non-CMV Traffic Enforcement Stops	Number of Citations and Warnings Issued
Begin Date	End Date		
01/01/2015	06/30/2015	0	0
01/01/2014	12/31/2014	0	0
01/01/2013	12/31/2013	0	0
01/01/2012	12/31/2012	0	0
01/01/2011	12/31/2011	0	0

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

Changes were made to the UHP system in late 2014 and the Utah Highway Patrol is now able to provide some of this this data. Still working to be able to collect and report the rest of the data requested. The source of this data is the UHP's FATPOT RMS system.

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

Instructions:

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

Activity #1

Activity: Describe Outreach and Education activity conducted:

Drive To Stay Alive Program activities.

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

The goal is to have 30 events engaging the CMV industry with carrier safety meetings, safety seminars, truck stop outreach in high crash corridor areas, and at events like CVSA's Road Check and Brake Check. Also during Truck Driver Appreciation week.

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

Through 3rd quarter FY 2016, UHP and MCD conducted 58 different carrier safety meetings with 3,304 industry people in attendance. The UHP and MCD attended the annual Utah Trucking Association Conference and Truck Driving Championships and taught safety at those events. CVSA's Road Check was a joint effort between UHP and the MCD. MCD attends the trucking industry's monthly Safety Management Council meetings in Northern Utah, Salt Lake City, and Southern Utah. Brake Check, Driver Appreciation Week, the Rocky Mountain Regional Safety Rendezvous, and Great Salt Lake Truck Show activities are also planned. We are submitting quarterly safety articles to the Utah Trucking Association for publication in their member magazine.

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

These relationships are key and must be nurtured. Recognition and thanks are vital. No problems associated with achieving good results with this goal. We have discontinued the use of the program name "Drive To Stay Alive." Having two programs, Drive To Stay Alive and Truck Smart was confusing to the public and industry. We now are using just Truck Smart as our outreach and education program with components for both the public and for professional drivers and carriers. We also decided that the truck stop outreach to professional drivers is not a cost effective opportunity to educate/remind drivers of their safety responsibilities. They are in a hurry and not wanting information in those circumstances.

Activity #2

Activity: Describe Outreach and Education activity conducted:

Truck Smart Outreach activities

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

Truck Smart message given at 10 events that will include the Safe Kids Fair, Great Salt Lake Truck Show, local safety fairs, and with drivers at fueling stations.

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

We have attended eight events and summer safety fairs are underway and the Division is scheduled to attend these. We attended UDOT and DPS's joint Safety Fair in June and had booths at several safety related events across the State.

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

We have re-assessed these activities to place ourselves in the most appropriate events to reach the maximum number of people in the appropriate venues with the highest exposure. We will not attend the Safe Kids Fair in the future, not a good venue for our message or the best use of our resources and money.

Activity #3

Activity: Describe Outreach and Education activity conducted:

Driver Education focused Truck Smart activities

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

Become more engaged in the high school Driver Education programs with new drivers.

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

We attended the State Driver Education Instructor annual conference in April, giving the driver education instructors a feel for what we can do with the Truck Smart program in their classrooms. We also shared a large posterboard to use in their classrooms - "Two Lights in the Mirror or Steer Clear." We had 13 new schools sign up for presentations at the conference. We brought on an additional

instructor to meet the demand for classes requested by instructors. During the FY 2015 - 2016 school year and the first 9 months of the FY 2016 grant cycle, we have taught 339 (52% increase) classes at 49 (58% increase) different high schools and impacted 10,369 students (49% increase) . For this same time period last year we taught 6,945 students in 233 classes in 31 different schools. The class involves getting students in the driver seat of a tractor/trailer combination to see what they cannot see from the cab. Then they move to in-class instruction with discussion and videos about how to drive safely around big trucks and buses. Video topics include the No-Zones, stopping distance, not cutting off trucks, and how trucks turn. We patterned our program to be similar to CVSA's Teens and Trucks. Thirty four different trucking companies in Utah have sent trucks and drivers to the schools for these presentations. It had been a big hit with these companies and we are grateful for their support. We have averaged 10 classes per company in support of our efforts.

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

No problems associated with achieving good results with this goal. We have discontinued the use of the program name "Drive To Stay Alive." Having two programs, Drive To Stay Alive and Truck Smart was confusing to the public and industry. Relationships are key and must be nurtured. Recognition and thanks are vital. We have also learned that we need to remain proactive in order to continue to be successful in this effort. It is a constant process to stay on top. Communication is necessary.

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.

Since we received the completed tool in November, in preparation for our monthly MCSAP meetings, we run reports from these two programs. The data gathered is discussed in the monthly MCSAP meetings and will drive decisions as to where are the best locations for enforcement, what type of enforcement will be the most effective, how/where can we best provide public education and outreach to solve issues found in the data, and what can we do to eliminate crashes in the problem locations identified.

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

Improved data collection and use of safety data. Use of DDACTS and a new website being developed by UDOT's Traffic and Safety Office to better analyze crash data and make better informed enforcement and special operations decisions.

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

The Numetrics software and program was completed and made available for our use. It is assisting us in decision making, i.e: where to hold enforcement activities in the state, are there changes to road design, signage, restrictions, etc. that can be made to reduce crashes, injuries, and fatalities. It provides data on time of day, day of week, pavement condition, who was found at fault for the crash, reason for the crash, and other data we can use to make informed decisions.

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

UDOT is using Numetrics, UHP is using DDACT and we use Numetrics during our MCSAP Coordination meetings. We will continue to work together to provide and have the very best information for making the best decisions to eliminate crashes.

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:

CMV related fatalities and VMT rate have been on an overall decline since 2010. There were 46 CMV fatalities with a VMT of 0.17 in 2010. We did well until 2015. In CY 2015 there were 41 CMV related fatalities (an increase of 16) with a VMT of 0.15. The State's overall number of all traffic fatalities and VMT also saw a significant increase in 2015. Through the first six months of 2016, the State stands at 11 fatalities and a 0.04 VMT. With the "ultimate" goal of "Zero Fatalities," the State is working hard to reduce the number of fatalities on Utah's roadways.

Utah's CMV goal in regards to VMT remains this year at 0.10 for the FY 2017 grant period.

The attachment to this document "Utah Commercial Motor Vehicle Fatalities Chart" outlines Utah progress in reducing fatal CMV crashes in Utah.

Enter Data Source Capture Date:

05/29/2016

Enter Data Source:

UDOT FHWA Dashboard - Zero Fatalities - CMV Fatalities - as of July 6, 2016. Data is reported on a calendar year basis.

Enter Crash Reduction Goal

0.10 per 100 Million Vehicle Miles Traveled (VMT).

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)

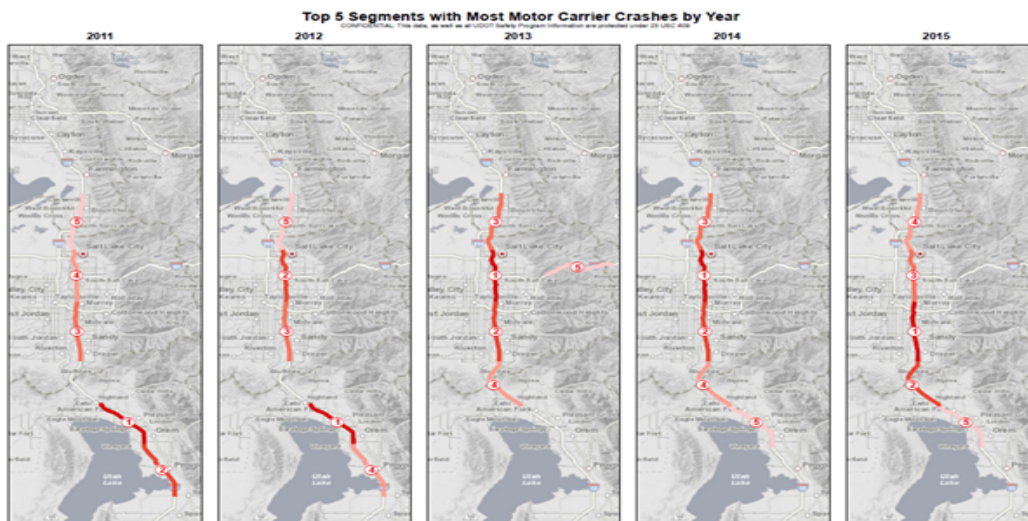
Program Activities: States must include activities related to this goal in the output estimates in the Commercial Vehicle Enforcement Activities part. However, States must also indicate in this objective the amount of effort (staff hours, FTE, inspections, traffic enforcement stops, etc.) that will be 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.

All our MCSAP activities are key in managing our crash reduction goal and desire to reduce severe injury and fatal crashes.

- Inspections are key to assist drivers and vehicles not only to be compliant, but to be safe.
- Traffic Enforcement activities are centered around addressing unsafe behaviors and trying to influence drivers of both CMV and non-CMV operators to avoid unsafe acts while behind the wheel.
- Investigations deal with carriers who are struggling with CSA scores, public complaints, high profile crashes, and previous serious violations in an investigation. Reviews and enforcement cases with civil fines are aimed at improving the safety of carrier operations by assisting carriers in correcting their shortfalls and helping them understand how compliance can protect them. We strive to help them create a culture of safety and compliance within their organization, making safety a way of life.
- Our public education and outreach is designed strategically to make all drivers aware of the limitations of CMV visibility and mobility to make informed, safe decisions when travelling near them. We also work to reach the professional driver and their carriers to stress safety on our roads.
- Data collection and reporting is used to determine what activities can have the maximum amount of effect and where we should be focusing our efforts.

As a result, our staffing is vital to achieve our goals listed above and in reaching our goal of 0.10 VMT rate for CMV's on Utah's roads.

In analyzing our current crash results, we have identified our most help needed areas over the past five years. The current Top 5 corridors are all on I-15 along Utah's Wasatch Front. They run continuously from Centerville, UT in Davis County south through Salt Lake City and into Utah County to Provo, UT.



There corridors coincide with the most congested traffic areas in the State. It is interesting to note that the areas rated 1 and 2 correlate highly with construction projects those years on I-15. In 2015, and currently, there is a rebuild of the interstate in the segments identified as 1 and 2.

The chart above shows all crashes. When we correlate fatal and severe injury crashes, we see the following information shown in the chart below. In addition to the three listed locations, there were 11 other 10 mile segments with two fatalities. We will also keep a eye out for I-84 MP 110-120 with 4 fatalities, I-15 MP 310-330 with 4 fatalities, and US-68 MP 50-60 with two fatalities and two severe injury crashes.

Location		Crashes 2011-2015		
HWY	MP	Fatals	Severe	Total
I-15	280-290	4	6	10
I-80	100-110	4	5	9
I-15	330-340	3	3	6

When we consider the Top Five crash segments, this is what we see:

Location		Crashes		
HWY	MP	Fatals	Severe	Total Crashes
I-15	270-280	1	5	311
I-15	280-290	4	6	315
I-15	290-300	1	3	432
I-15	300-310	0	7	406
I-15	310-320	2	5	313
		8	26	1,777

Of the 10,957 crashes between 2011 and 2015, 1,777 or 16.5% of the crashes occurred in our top 5 segments. That represents just 0.6% of the total 10 mile highway segments in the State.

Looking at crash causation, (refer to the attached chart - Crash Causation) these are the areas we are looking to address:

- Roadway Factors - Other than roadway geometry related factors, work zone crashes are the most prevalent at over 20% of the crashes.
- Collision Types - Single vehicle only involvement along with road departure crashes account for about 36% of CMV crashes. We will look at how we can solve more of these type issues. They correlate with Driver Condition factors that tell us about 35% of CMV driver crashes are due to fatigue or falling asleep. Illness is the next largest at 15%. We did not have a driver in a crash cited for exceeding HOS limits in 2015.
- Behavior - Speed is a behavior cited in 14% of crashes statewide, if you look at the high crash corridors, it jumps to 19%. Interesting enough, distracted driving causes are higher statewide than in the high crash segments (4% to 6%). We feel this number should be higher, but don't have the data based on citations /reporting to bear out our suspicions. Teenage drivers are a factor in about 8% of the crashes, while older drivers are at 14%.
- Contributing Circumstances seem to be fairly consistent year to year. Proper lane travel is an issue, with following too close, improper lane changes and failing to yield the right-of-way as our top five factors for crashes. We have mapped these contributing factors across the State into 10 mile segments and will use this analysis to fashion our enforcement to address these issues where they are happening.

Our fatality numbers are small enough that it is difficult to get good statistical significance from them or draw definite conclusions. So in addition to the identified high crash corridors, we will continue to monitor through our Numerics analysis systems to watch for problem areas and address those areas as they make themselves known throughout the year.

The attached file, "Crash Location Map" shows the locations of severe and fatal crash locations over the past five years. As demonstrated in the chart, crashes are spread all across the State, but concentrated along the Wasatch Front, where the interstates are crowded with commuter traffic as well as interstate travel. Congestion is a major issue in the location of these crashes that create too many opportunities for crashes to occur.

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.

Our progress in each of our crash reduction methods listed above are reviewed in a monthly MCSAP Coordination meeting with the UHP and MCD. Results are reviewed and plans made to address concerns moving forward month to month. Our annual Top Hands training topics are taken from areas discussed in the monthly MCSAP meetings. An additional monthly meeting between the MCD and our education and outreach consultants is held to review progress in our outreach efforts and address upcoming needs.

2 - State Safety Data Quality and Information Systems Objective

Instructions:

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

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

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

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

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

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

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

June 28, 2016

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

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

Data Sources:

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

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

Utah is now solidly in the "Good" or "Green" category in every category of Safety Data Quality since April, 2015.

We experienced issues in 2014 that compromised our ratings. We addressed those and we are feel very good about where we are and where we are going. The actions instituted last year successfully resolved our problems. We do not anticipate future issues with data quality with the safeguards we have in place to make sure crashes are verified on a timely basis.

Our current ratings are:

- Crash Record Completeness - 92%
- Fatal Crash Completeness - 125%
- Crash Timeliness - 98%
- Crash Accuracy - 96%
- Crash Consistency Indicator - 113%
- Inspection Record Completeness - 96%
- Inspection Accuracy - 95%
- Inspection Timeliness - 99%
- Inspection Accuracy - 98%

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.

The MCD Business Systems Supervisor runs monthly reports on crash verification processes. Those are reviewed by the Division's MCSAP Manager to identify issues before they become significant to endanger the State's rating. We also monitor all Safety Data categories to ensure we are doing what we should.

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

The crash verification reports and safety data indices are reviewed monthly at the MCSAP Coordination meeting. Issues are addressed before they become significant enough to jeopardize our ratings.

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.

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

Instructions:

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

Check this box if:

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

5 - Hazardous Materials Transportation Safety**Instructions:**

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

Check this box if:

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

6 - State-Identified Objective (Optional)**Instructions:**

Describe any other identified State-specific objectives.

State Objective #1

Enter the title of your State-Identified Objective.

Problem Statement Narrative: Describe problem identified by performance data.

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

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).

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.

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.

Utah currently has 11 fixed facility port of entry (POE) sites across the State (Eight are staffed full time) where fixed facility inspections are conducted. In the eight staffed POE's are two to three Level I qualified inspectors per location. Depending on the size and CMV traffic at each location, there is an additional one to 12 Level III inspectors. All 10 of our safety investigators are Level I certified inspectors. We have an additional POE site on SR-10 where there is an abundance of coal traffic, one on Highway 40 for oil industry traffic, and on eastbound I-70 from Colorado that we open randomly to inspect trucks. MCD and UHP staff both utilize those sites. They will be open jointly with a partnership between the MCD and the UHP on random days and times because MCD staff will come from our Daniels, Peerless, or Monticello operations to staff them.

UHP has 28 troopers assigned in strategic locations across the State that are Level 1 certified inspectors. They can cover the entire State from those locations. Inspections are conducted on vehicles that do not have current CVSA decals, high ISS scores, vehicles that look like they need attention and occasional random pull-ins from carriers with bypass privileges. It is rare that a UHP CMV trooper will stop a truck roadside and not perform a Level I or III inspection. Non-MCSAP troopers are encouraged to stop a CMV when unsafe behaviors are witnessed, but inspections are not conducted in these instances.

From the tables following this narrative, you will see our specific inspection goals. We plan to conduct 33,500 inspections for FY 2017, including 24,200 Level III inspections or approximately 70% to the total number of inspections.

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: UTAH DEPT OF TRANSPORTATION - OFFICE OF MOTOR CARRIERS

Enter the total number of certified officers in the Lead agency: 63

FY 2017 Driver/Vehicle Inspection Goals					
	Estimated Performance Goal				
Inspection Level	Non-Hazmat	Hazmat	Passenger	Total	Percentage by Level
Level 1	4332	755	140	5227	20.50%
Level 2	0	0	0	0	0.00%
Level 3	20200	0	0	20200	79.22%
Level 4	0	0	0	0	0.00%
Level 5	73	0	0	73	0.29%
Level 6	0	0	0	0	0.00%
Sub-Total Lead Agency	24605	755	140	25500	

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: UTAH HIGHWAY PATROL

Enter the total number of certified officers in this funded agency: 32

FY 2017 Driver/Vehicle Inspection Goals					
Inspection Level	Estimated Performance Goal				Percentage by Level
	Non-Hazmat	Hazmat	Passenger	Total	
Level 1	3045	755	200	4000	50.00%
Level 2	0	0	0	0	0.00%
Level 3	4000	0	0	4000	50.00%
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	7045	755	200	8000	

Non-Funded Agencies

Enter the number of non-funded agencies:	12
Enter the total number of non-funded certified officers:	25

Summary

Total FY 2017 Driver/Vehicle Inspection Goals For Lead, Funded and Non-Funded Agencies					
MCSAP Lead Agency: UTAH DEPT OF TRANSPORTATION - OFFICE OF MOTOR CARRIERS					
# certified officers: 63					
Funded Agencies: UTAH HIGHWAY PATROL					
# certified officers: 32					
Number of Non-Funded Agencies: 12					
# certified officers: 25					
	Estimated Performance Goal				
Inspection Level	Non-Hazmat	Hazmat	Passenger	Total	Percentage by Level
Level 1	7377	1510	340	9227	27.54%
Level 2	0	0	0	0	0.00%
Level 3	24200	0	0	24200	72.24%
Level 4	0	0	0	0	0.00%
Level 5	73	0	0	73	0.22%
Level 6	0	0	0	0	0.00%
Total ALL Agencies	31650	1510	340	33500	

2 - Traffic Enforcement

Instructions:

Describe the State's level of effort (number of personnel/FTE) it proposes to use for implementation of a statewide CMV (in conjunction with and without an inspection) and/or non-CMV traffic enforcement program. If the State conducts CMV and/or non-CMV traffic enforcement activities only in support of the overall crash reduction goal, describe how the State allocates traffic enforcement resources (i.e., number of officers, times of day and days of the week, specific corridors or general activity zones, etc.). Traffic Enforcement activities should include officers who are not assigned to a dedicated Commercial Vehicle Enforcement unit but conduct commercial vehicle/driver enforcement activities. If the State conducts non-CMV traffic enforcement activities, the State will conduct these activities in accordance with the MCSAP Comprehensive Policy.

The Utah Highway Patrol has a section (division of the department) assigned specifically to CMV enforcement and inspection. The majority of the section staff have a primary assignment of roadside CMV enforcement and inspections. The section personnel specifically assigned to CMV enforcement consist of one captain (manages both CMV and safety inspection program), one lieutenant, five sergeants, and 28 troopers. Additionally, the section has one lieutenant, one sergeant, and six troopers that have dual assignments supporting the states safety inspection program and roadside CMV enforcement/inspections.

The members of this section are stationed throughout the state to allow coverage of all interstates and major highways in Utah. The hours of coverage are primarily 06:00 am to 6:00 pm with some areas providing coverage as late as 10:00 pm. Monday through Saturday are the primary scheduled workdays with additional shifts scheduled a minimum of quarterly to provide after hours and weekend CMV enforcement/inspection shifts. All members of the section, including staff having dual assignments of safety inspection program and roadside CMV enforcement/inspections, are CVSA Part A and Part B certified CMV inspectors.

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	8100
<input checked="" type="radio"/>	<input type="radio"/>	CMV without Inspection	810
<input checked="" type="radio"/>	<input type="radio"/>	Non-CMV	4100
<input checked="" type="radio"/>	<input type="radio"/>	Comprehensive and high visibility in high risk locations and corridors (special enforcement details)	20

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

The UHP will conduct 10 multi-day special CMV enforcement projects around the State. The location and focus will be based on our data analysis of CMV crashes and other current issues. Additionally, the UHP will participate in FMCSA and CVSA special projects including Brake Check, Road Check, Driver Appreciation Week, Passenger Carrier Strike Force, and the North American Inspectors Challenge. Participation in department wide initiatives will continue. The current department initiatives are: high visibility patrol and increased enforcement on speed, occupant restraint, distracted and aggressive driving.; Use of DDACTS to help with predictive policing; ongoing training to address current trends. Current local crash data shows the top driver contributing circumstances for truck tractor type vehicles are: improper lane travel, speed, improper lane changes, following too close, and failing to yield. The UHP will concentrate enforcement on these violations to reduce crashes and related injuries. We will utilize our data referred to in the Safety Objectives Crash Reduction section to plan and monitor behaviors causing crashes on our roads. In response to the question above: Methodology for identifying CVM related stops: Section #15 UHP MCSAP troopers conducts daily CVSA Level 1,2 and 3 inspections. Troopers/inspectors identify trucks to inspect in a number of different ways. The first is public safety related, (i.e. state statute moving and equipment violations). Second, we stop CMV trucks and trailers involved in commerce. Last, we conduct a post-collision inspection and identify primary and secondary collision factors. Non-CMV traffic enforcement: Non-CMV stops can be related to CMV's during TAC-type enforcement activities - poor behavior around CMV's, etc. Also, troopers/inspectors stop non-CMV vehicles for issues of public safety and issue citations and warning when warranted. Examples; speed, seatbelts, etc. When troopers are on MCSAP type patrols or MCSAP events, the intent is to do MCSAP enforcement, but if we find non-CMV activities that requires a stop, we do not

hesitate to make those stops. This number is an estimate because we do not have a way to track CMV vs. non CMV stops or citation issued at the present time.

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

We estimate we will complete 306 investigations in FY 2017. We have completed 178 in FY 2016 through June 30 on a goal of 304. We have not been at full staffing of nine investigators in FY 2016. We have been down one investigator because of probation for a lack of productivity and during the third quarter we lost four investigators due to transfer or promotion. We have replaced those investigators and the new staff is in training. By October 2016 we should be fully staffed and ready to accomplish our FY 2017 goal for investigations.

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

We currently have six investigators conducting investigations. Three more are in training and should be ready to function on their own by October 2016. We plan to reach 306 carrier investigations in FY 2017.

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).

All compliance reviews/interventions are reviewed to ensure they are completed in accordance with the current Field Operations Training Manual (eFOTM). Any errors discovered are corrected prior to the review being uploaded. Copies of the review are sent to the motor carrier director for review if an enforcement action is proposed. Monthly staff meetings are held during which training is provided so the staff can be aware of changes in policy and regulation, remain proficient in current eFOTM policies, how to discover violations, and ensuring violation are cited properly.

Quarterly meetings are held with Investigators to inform them of their progress towards their individual goals. These results are also reviewed in the monthly MCSAP Coordination meetings.

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		7
Passenger		8
HM		2
Rated and Non-rated Reviews (Excludes CSA & SCRs) Total	0	17
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	189	50
Passenger CSA On-Site Focused	0	0
HM CSA On-Site Focused	1	1
CSA On-Site Focused Investigations Sub-total	190	51
CSA On-Site Comprehensive		
Non-HM Cargo CSA On-Site Comprehensive	22	17
Passenger CSA On-Site Comprehensive	4	3
HM CSA On-Site Comprehensive	2	0
CSA On-Site Comprehensive Sub-total	28	20
CSA Investigations (all Types) Total	218	71
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	218	88

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

These are aggressive estimates for Utah - 306 investigations. It is based on full staffing for our investigator group. These numbers reflect our overall plan with carriers, including HazMat and passenger carrier investigations.

4 - Public Education & Awareness

Instructions:

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

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

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

Utah has built a solid foundation of education and outreach to the general public. The Truck Smart program's influence dramatically increased this past year and we will build on those successes for this upcoming year. Partnering with UDOT's "Zero Fatalities" campaign to give our efforts more synergy and cost effective exposure, we look for all opportunities to share our safety messages with the public and industry. We will work with identified audiences including the CMV industry, the general public, and driver education instructors and classes to influence all parties to use safe behaviors in and around big trucks and buses on the road.

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	50
<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	10
<input checked="" type="radio"/>	<input type="radio"/>	State-sponsored outreach events	2
<input checked="" type="radio"/>	<input type="radio"/>	Local educational safety events	5
<input checked="" type="radio"/>	<input type="radio"/>	Teen safety events	250

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

Truck Smart - The MCD and UHP will use the mediums listed above to share awareness and best practices with the CMV industry and providing materials for training the professional driver. We will use the Utah Trucking Association, Associated General Contractors and other associations and groups, our website, and appropriate events to assist us in getting our safety message out.

We will add safety messages and articles in industry trade magazines and at their safety gatherings and look for new opportunities to influence CMV drivers. The Motor Carrier Division and Utah Highway Patrol attend regional safety meetings of the Utah Trucking Association each month to share safety messages, offer support and assistance, and build relationships with the industry.

We will continue to share our Truck Smart message with the general public through our website, safety fairs, and other safety related events. We will use our Numetrics web tool to influence decisions as to where outreach events should be and what messages should be shared.

Our high school driver education efforts have blossomed and will be our main focus with our outreach. We will continue to nurture relationships, proactively contact instructors of schools we have not been invited into yet, and provide a quality education product of classroom instruction. We will continue our productive partnership with the trucking association, to get as many students as possible into the drivers seat of a tractor trailer during the classes. The drivers and safety managers that bring the truck are encouraged to participate in the classes and have interaction with the students. Students are encouraged to take the information home and share it with their parents and family to broaden the reach of the program. We have two instructors to teach the driver ed classes - that will continue. We will re-vitalize the Truck Smart website, and continually look for ways to upgrade our program educational materials, quiz and communications. We will teach at least 250 classes this year.

In addition, UHP and MCD personnel teach as invited classes to the industry on various safety aspects of the Federal regulations to companies operating CMV's. Subjects include pre and post trip inspections, load securement, hours of service, roadside inspections, brake adjustments, etc. to drivers and safety personnel. Many of these companies have undergone a recent carrier intervention and

want additional information. Classes are taught at various industry groups on FMCSR compliance. We plan to attend and instruct at least 50 classes this year.

Safety events and fairs will be evaluated and attended as appropriate. we plan to have booths or present at at least 7 events in this grant cycle.

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):

At the monthly MCSAP coordination meeting, progress toward our goals listed above will be reviewed. Safety fairs and events are evaluated in terms of effectiveness in sharing our messages and scheduled with the appropriate personnel for location and message we want to convey. All activities are outlined in the quarterly grant report.

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): \$495,006.00

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
Division Director	1	50	2080	\$34.99	\$36,389.60	\$30,931.16	\$5,458.44	\$0.00
Operations Manager	2	50	2080	\$28.09	\$58,427.20	\$49,663.12	\$8,764.08	\$0.00
MCSAP Program Manager	1	100	2080	\$27.96	\$58,156.80	\$49,433.28	\$8,723.52	\$0.00
Port of Entry Supervisor	12	25	2080	\$22.00	\$137,280.00	\$116,688.00	\$20,592.00	\$0.00
Inspector	14	75	2080	\$17.00	\$371,280.00	\$315,588.00	\$55,692.00	\$0.00
Port of Entry Agent	35	15	2080	\$15.75	\$171,990.00	\$146,191.50	\$25,798.50	\$227,827.79
Investigator Supervisor	1	50	2080	\$29.17	\$30,336.80	\$25,786.28	\$4,550.52	\$0.00
Safety Investigator	9	50	2080	\$17.50	\$163,800.00	\$139,230.00	\$24,570.00	\$0.00
Outreach Coordinator	1	80	2080	\$18.66	\$31,050.24	\$26,392.70	\$4,657.54	\$0.00
Sub-Total Salary					\$1,058,710.64	\$899,904.04	\$158,806.60	\$227,827.79
Overtime Information								
Overtime	0	100	2080		\$0.00	\$0.00	\$0.00	\$0.00
Sub-Total Overtime					\$0.00	\$0.00	\$0.00	\$0.00
TOTAL PERSONNEL					\$1,058,710.64	\$899,904.04	\$158,806.60	\$227,827.79

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

Included in the chart are the jobs within the MCD that charge time to the MCSAP Basic and Incentive grant. The hourly rates are averages of the workforce of each different job category. All personnel in this budget are unsworn employees. Sworn employees are in the Sub-Grantee - UHP budget.

Accrual accounting methods are used by the State.

I believe we addressed the leave questions in the Fringe section.

I apologize for the accrual button. I had clicked it numerous times and couldn't seem to get it to stay very long. Hopefully it will come through this time.

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
Division Director	100	\$13,681.80	\$13,681.80	\$11,629.53	\$2,052.27	\$0.00
Operations Manager	100	\$20,984.75	\$20,984.75	\$17,837.04	\$3,147.71	\$0.00
MCSAP Program Manager	100	\$22,336.28	\$22,336.28	\$18,985.84	\$3,350.44	\$0.00
Port of Entry Supervisor	100	\$24,497.13	\$24,497.13	\$20,822.56	\$3,674.57	\$0.00
Inspector	100	\$238,801.10	\$238,801.10	\$202,980.93	\$35,820.17	\$227,827.80
Port of Entry Agent	100	\$18,683.28	\$18,683.28	\$15,880.79	\$2,802.49	\$0.00
Investigator Supervisor	100	\$18,790.54	\$18,790.54	\$15,971.96	\$2,818.58	\$0.00
Safety Investigator	100	\$117,739.35	\$117,739.35	\$100,078.44	\$17,660.90	\$0.00
Outreach Coordinator	100	\$24,710.54	\$24,710.54	\$21,003.96	\$3,706.58	\$0.00
Sub-Total Fringe Benefits			\$500,224.77	\$425,191.05	\$75,033.71	\$227,827.80

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

- The fringe rates listed above are those of the job categories that charge time to the MCSAP Basic and Incentive grant. These numbers represent actual budget calculations for 2017. Fringe benefits include health care, dental, life insurance, and retirement costs provided by the State of Utah to MCD MCSAP qualified personnel. All personnel in this budget are unsworn employees. Sworn employees are in the Sub-Grantee - UHP budget.

As part of our annual state budgeting process, each employee, using their wage, benefit choices, retirement status, etc. has their annual wage calculated individually, and each of their individual fringe costs calculated individually by our comptrollers office in

advance so we can plan our next State fiscal year budget. These totals reflect the percentage of time each position is charging to the grant as shown in the Personnel Budget section. So, the "Base Amounts" column listed for each job category are actual numbers for each employee in their appropriate Position. We feel these actual calculations are much more accurate than general estimates and we would prefer using the calculations listed.

- Fringe is calculated according to State policies and procedures.

In response to the questions above:

Utah's fringe rate is not 100%, but in the instructions in last years CVSP, it directed us in the following manner...*"If you are claiming actual benefit costs, you would enter 100 (i.e. 100%) in the Rate column and enter the actual benefit costs in the Base Amount column."* Following those directions our budget was approved last year, and that is the same methodology we used again this year. It works well for our budget calculations

So, Fringe rate is not 100%, but the amount of fringe shown for each job is an actual calculation our Comptrollers office provide by projection for each employee this year. The totals in the chart are calculated by taking the projected benefit cost for each employee for the year and take the amount of time they charge to the grant to get individual totals for the MCSAP budget. We then add each of those employees , by position category to get the total Position amount. So the total eligible cost is the amount we expect to spend for each category this grant cycle. The 100% coincides to the actual calculated amount, not the fringe rate. This is the most accurate way we can calculate the Fringe budget.

When it comes to vouchering, the State will request reimbursement for actual amounts, not estimated percentages.

Leaves are accrued, but these fringe rates are actual calculations based on our projections of what each individual employee will receive during this grant period, As is the Personnel costs. It is still based on the 2080 hours. Leave is accrued by the number of hours worked. Those percentages take into account what we calculate for personnel and fringe. Does this answer your concerns? Please reach back out to me if it does not.

In reviewing the budget and past vouchering, we feel confident that our Personnel and Fringe costs for this grant cycle are as accurate as we can make them.

Response to #9293:

Thank you for your clarification. I took that to our Comptrollers Office, I found the following information from them that I had misunderstood. In the Fringe calculations, there is no leave classification given in their Fringe calculations to us. Leave is covered in the Personnel section because no employee can claim leave time beyond the normal 80 hour two week pay period, giving us the total of 2,080 hours worked per year (actual worked plus any leave used).

So Fringe does not include any leave time or cost, Just the other portions of Fringe including FICA, Health and Dental related insurances, Worker Compensation and Retirement.

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
MCSAP Grant Workshop	1	4	\$1,600.00	\$1,360.00	\$240.00	\$0.00
Training Travel	1	40	\$20,000.00	\$17,000.00	\$3,000.00	\$0.00
Routine Program Travel	1	40	\$10,000.00	\$8,500.00	\$1,500.00	\$0.00
CVA Conferences	2	4	\$6,500.00	\$5,525.00	\$975.00	\$0.00
Sub-Total Travel			\$38,100.00	\$32,385.00	\$5,715.00	\$0.00

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

Travel costs include:

1. **CVSA Conferences** - 2 staff attending conference and workshop this year. Budget is based on actual cost of past conference attendance.
2. **Routine Program Travel** - Costs associated with investigators travelling to conduct carrier interventions and other MCSAP related travel. Cost based on past actual costs.
3. **Training Travel** - Includes in-State travel for inspectors, agents, appropriate management team members and investigators to attend MCSAP related training. Our annual Top Hands event in St. George and NAS classes are included in this portion of the travel budget. Amount is based on past years experience.
4. **MCSAP Grant Workshop** - Budget to allow our MCSAP Program manager to travel to the FMCSA MCSAP Grant Workshop in the spring. Cost is based on previous years costs.

All travel is carried out in strict compliance with Utah State Travel Policies.

Lodging is by state approved hotels/motels so that is controlled by State policy. Mileage is paid when a state vehicle is not used. If there is no State vehicle available, 56 cents per mile is paid, if a State vehicle is available, but travel is approved in a personal vehicle, the rate reimbursed is 36 cents per mile.

Based on uncertainties of estimated travel costs, we used past history to complete these budget items rather than guess on locations and possible costs.

Per Diem rates for meals for out-of-state travel are:

- *breakfast-\$10,
- lunch-\$14,
- dinner-\$22.

Per Diem rates for in-state meals are:

- breakfast-\$10,
- lunch-\$14,
- dinner-\$16.

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:

Utah will not budget any equipment costs for this budget period.

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
Books and Subscriptions	305	annual	\$32.05	\$9,775.25	\$8,308.96	\$1,466.29	\$0.00
Printing and Binding	600	annual	\$3.00	\$1,800.00	\$1,530.00	\$270.00	\$0.00
Uniforms	1	annual	\$1,700.00	\$1,700.00	\$1,445.00	\$255.00	\$0.00
Office Supplies	1	annual	\$1,400.00	\$1,400.00	\$1,190.00	\$210.00	\$0.00
Sub-Total Supplies				\$14,675.25	\$12,473.96	\$2,201.29	\$0.00

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

Our Supplies budget includes the following:

1. **Office Supplies** - We are averaging about \$1400 per year in purchase of office supplies for MCSAP related activities.
2. **Uniforms and Related Inspection Costs** - Costs for this category include replacement costs of coverall for Investigators and inspectors. Also included are other supplies necessary to conduct inspections including creepers, wheel chocks, chalk, gloves, safety glasses, and brake measurement tools as needed. Cost is based on previous years history. We expect to spend about \$1,700 this fiscal year.
3. **Printing and Binding** - We have budgeted for printing of the Division's "Get Started" packet. The packets are used at carrier investigations, at carrier outreach events and at the UTA Convention. Packet are \$3.00 each to print. We will print 600 packets for a cost of \$1,800.
4. **Books and Subscriptions** - For purchase of 90 FMCSR's (\$30 each), 90 HMR's (\$30 each) and 125 CVSA OOSC books at approximately \$35 per book.

All purchases are made in accordance with State Procurement policies.

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
Transport Data Systems	\$1,951.47	\$1,658.75	\$292.72	\$0.00
Leased vehicles	\$15,000.00	\$12,750.00	\$2,250.00	\$0.00
Professional Services	\$96,000.00	\$81,600.00	\$14,400.00	\$0.00
Sub-Total Contractual	\$112,951.47	\$96,008.75	\$16,942.72	\$0.00

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

Contractual Costs included in the budget are:

- 1. Transport Data Systems** - Software program to audit driver logs for use by port agents, inspectors, and UHP troopers.
- 2. Leased Vehicles** - The MCD has a lease agreement with the State for eight vehicles for our investigators to use with MCSAP related activities. The cost of these vehicles will be approximately \$15,000 for 2017.
- 3. Professional Services** - Penna Powers, the State's contracted firm for public outreach programs. They are contracted in accordance with the State's Procurement policies. Our major focus, based on budget restrictions will be: Driver Education instructors - \$53,000, Truck Smart website improvements - \$20,000, Production and printing of Truck Smart materials for the classroom and outreach events - \$18,000, and website administration - \$5,000.

The question asked above:

Utah was awarded a High Priority Grant in August 2016. This grant goes way beyond the scope of what is in the 2016 MCSAP. The MCSAP grant funds our Driver Education program in the high schools and our Truck Smart website development, design and maintenance.

The High Priority Grant will go well beyond driver education, and will not fund our driver education program in the eCVSP plan. We use Penna Powers as a consultant for both, because they are contracted with the State as our public relations vendor. With their professional assistance, we will be reaching out to the professional driver, carriers, and general public in several mediums to remind/assist/support messages of correcting driver behaviors that cause crashes. The outreach will be focused on billboards, radio and social media opportunities that MCSAP and CVSP plan cannot fund.

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
Communications	21	month	\$360.00	\$7,560.00	\$6,426.00	\$1,134.00	\$0.00
Conference Registration fees	4	per conference	\$550.00	\$2,200.00	\$1,870.00	\$330.00	\$0.00
Data Processing	1	annual	\$1,781.50	\$1,781.50	\$1,514.27	\$267.23	\$0.00
CVSA Membership Dues	1	annual	\$5,300.00	\$5,300.00	\$4,505.00	\$795.00	\$0.00
CVSA Decals	22000	each	\$0.28	\$6,160.00	\$5,236.00	\$924.00	\$0.00
O & M Costs for ITD/PRISM projects	1	total cost	\$401,477.00	\$401,477.00	\$341,255.45	\$60,221.55	\$0.00
Sub-Total Other Costs				\$424,478.50	\$360,806.72	\$63,671.78	\$0.00

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

Other costs budgeted for the MCSAP grant include:

1. **CVSA Decals** - For inspections completed by the MCD and UHP. 22,000 decals at 0.28 apiece.
2. **Conference Registration Fees** - Two CVSA conferences with two attendees each conference.
3. **Communications** - Cost of cell communication and data for 21 MCSAP related positions at \$30 per month.
4. **CVSA Membership Dues** - Cost of annual membership with CVSA.
5. **Data Processing** - Cost of Data Processing for Safety Investigator Team. Cost is budgeted less than actual costs of previous years.
6. **O & M Costs for ITD and PRISM projects:**

In response to the question above #6092:

We have re-evaluated our CVISN O & M costs between the two grants (the CVISN had not been awarded until after the eCVSP had been submitted). We have determined these items in the FY 2017 MCSAP shown below will remain in the MCSAP funding available for CVISN/ITD. There are other and different O&M costs we will leave in the current CVISN grant recently awarded and those costs have been separated to insure there are no overlaps in the two grant expenditures or vouchering.

All these costs are an "annual" expense. So the \$401,477 X 1 year = \$401,477.

O & M ITD/PRISM Cost - MCSAP Grant

Vendor: Hunt		Grant
Amount	Reason	
\$30,900	"Annual" 360 SmartView license	PRISM
\$15,450	"Annual" 360 SmartView support and maintenance	
\$20,187	"Annual" extended warranty	
\$100,940	"Annual" maintenance for 360 SmartView LPR/OCR	
\$10,000	"Annual" Estimated WIM maintenance	
\$7,000	"Annual" 360 SmartView trailer maintenance	
\$184,477	Subtotal	
Vendor: Iteris		
Amount	Reason	
\$50,000	"Annual" for Server/Hosting Maintenance UTCVIEW plus	CVISN
\$15,000	"Annual" for inSPECT Maintenance	CVISN
\$65,000	Subtotal	
Vendor: Hexagon (Intergraph)		
Amount	Reason	
\$92,000	"Annual" Maintenance for U-Route	CVISN
\$92,000	Subtotal	
Vendor: DTS		
Amount	Reason	
\$60,000	\$5,000 Per month for Server annually	CVISN
\$60,000	Subtotal	
\$401,477	Total	

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	\$2,805,032.00	\$495,006.00	\$3,300,037.00

Allowable amount for Overtime (15% of total award amount without justification): \$495,006.00

Maximum amount for Non-CMV Traffic Enforcement (10% of Basic funding amount): \$236,318.00

Personnel (Payroll Costs)				
	85% Federal Share	15% State Share	Total Grant Expenditures	Planned MOE Expenditures
Division Director	\$30,931.16	\$5,458.44	\$36,389.60	\$0.00
Operations Manager	\$49,663.12	\$8,764.08	\$58,427.20	\$0.00
MCSAP Program Manager	\$49,433.28	\$8,723.52	\$58,156.80	\$0.00
Port of Entry Supervisor	\$116,688.00	\$20,592.00	\$137,280.00	\$0.00
Inspector	\$315,588.00	\$55,692.00	\$371,280.00	\$0.00
Port of Entry Agent	\$146,191.50	\$25,798.50	\$171,990.00	\$227,827.79
Investigator Supervisor	\$25,786.28	\$4,550.52	\$30,336.80	\$0.00
Safety Investigator	\$139,230.00	\$24,570.00	\$163,800.00	\$0.00
Overtime	\$0.00	\$0.00	\$0.00	\$0.00
Outreach Coordinator	\$26,392.70	\$4,657.54	\$31,050.24	\$0.00
Subtotal for Personnel	\$899,904.04	\$158,806.60	\$1,058,710.64	\$227,827.79

Fringe Benefit Costs (Health, Life Insurance, Retirement, etc.)				
	85% Federal Share	15% State Share	Total Grant Expenditures	Planned MOE Expenditures
Division Director	\$11,629.53	\$2,052.27	\$13,681.80	\$0.00
Operations Manager	\$17,837.04	\$3,147.71	\$20,984.75	\$0.00
MCSAP Program Manager	\$18,985.84	\$3,350.44	\$22,336.28	\$0.00
Port of Entry Supervisor	\$20,822.56	\$3,674.57	\$24,497.13	\$0.00
Inspector	\$202,980.93	\$35,820.17	\$238,801.10	\$227,827.80
Port of Entry Agent	\$15,880.79	\$2,802.49	\$18,683.28	\$0.00
Investigator Supervisor	\$15,971.96	\$2,818.58	\$18,790.54	\$0.00
Safety Investigator	\$100,078.44	\$17,660.90	\$117,739.34	\$0.00
Outreach Coordinator	\$21,003.96	\$3,706.58	\$24,710.54	\$0.00
Subtotal for Fringe Benefits	\$425,191.05	\$75,033.71	\$500,224.76	\$227,827.80

Program Travel				
	85% Federal Share	15% State Share	Total Grant Expenditures	Planned MOE Expenditures
MCSAP Grant Workshop	\$1,360.00	\$240.00	\$1,600.00	\$0.00
Training Travel	\$17,000.00	\$3,000.00	\$20,000.00	\$0.00
Routine Program Travel	\$8,500.00	\$1,500.00	\$10,000.00	\$0.00
CVA Conferences	\$5,525.00	\$975.00	\$6,500.00	\$0.00
Subtotal for Program Travel	\$32,385.00	\$5,715.00	\$38,100.00	\$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
Books and Subscriptions	\$8,308.96	\$1,466.29	\$9,775.25	\$0.00
Printing and Binding	\$1,530.00	\$270.00	\$1,800.00	\$0.00
Uniforms	\$1,445.00	\$255.00	\$1,700.00	\$0.00
Office Supplies	\$1,190.00	\$210.00	\$1,400.00	\$0.00
Subtotal for Supplies	\$12,473.96	\$2,201.29	\$14,675.25	\$0.00

Contractual (Subgrantees, Consultant Services, etc.)				
	85% Federal Share	15% State Share	Total Grant Expenditures	Planned MOE Expenditures
Transport Data Systems	\$1,658.75	\$292.72	\$1,951.47	\$0.00
Leased vehicles	\$12,750.00	\$2,250.00	\$15,000.00	\$0.00
Professional Services	\$81,600.00	\$14,400.00	\$96,000.00	\$0.00
Subtotal for Contractual	\$96,008.75	\$16,942.72	\$112,951.47	\$0.00

Other Expenses				
	85% Federal Share	15% State Share	Total Grant Expenditures	Planned MOE Expenditures
Communications	\$6,426.00	\$1,134.00	\$7,560.00	\$0.00
Conference Registration fees	\$1,870.00	\$330.00	\$2,200.00	\$0.00
Data Processing	\$1,514.27	\$267.23	\$1,781.50	\$0.00
CVSA Membership Dues	\$4,505.00	\$795.00	\$5,300.00	\$0.00
CVSA Decals	\$5,236.00	\$924.00	\$6,160.00	\$0.00
O & M Costs for ITD/PRISM projects	\$341,255.45	\$60,221.55	\$401,477.00	\$0.00
Subtotal for Other Expenses including Training & Conferences	\$360,806.72	\$63,671.78	\$424,478.50	\$0.00

Total Costs				
	85% Federal Share	15% State Share	Total Grant Expenditures	Planned MOE Expenditures
Subtotal for Direct Costs	\$1,826,769.52	\$322,371.10	\$2,149,140.62	\$455,655.59
Total Costs Budgeted	\$1,826,769.52	\$322,371.10	\$2,149,140.62	\$455,655.59

Spending Plan (Sub-Grantee: UTAH HIGHWAY PATROL)

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): \$495,006.00

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	34	20	2080	\$28.08	\$397,163.52	\$337,588.99	\$59,574.53	\$0.00
Sub-Total Salary					\$397,163.52	\$337,588.99	\$59,574.53	\$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					\$397,163.52	\$337,588.99	\$59,574.53	\$0.00

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

Personnel costs for UHP are for MCSAP related activities for 34 troopers at an average hourly rate of 28.08. These trooper charge on an average of approximately 20% of their time for MCSAP activities - inspections and traffic enforcement.

All 34 Troopers are sworn officers.

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	100	\$299,466.00	\$299,466.00	\$254,546.10	\$44,919.90	\$0.00
Overtime			\$0.00	\$0.00	\$0.00	\$0.00
Sub-Total Fringe Benefits			\$299,466.00	\$254,546.10	\$44,919.90	\$0.00

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

Fringe rates are actual costs for these 34 troopers at an average of 20% of their time.

Fringe costs for UHP are for MCSAP related activities for 34 troopers. These troopers charge on an average of approximately 20% of their time for MCSAP activities. These costs then are calculated from the actual budgeted Fringe Benefit cost for each of these 34 troopers for FY 2017. The actual budget amounts are added up and then 20% of that cost is what will be charged to the grant budget. The 20% of the actual number becomes the total cost charged to the budget or 100% of the cost, so the rate becomes 100.

All 34 trooper are sworn officers.

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	1	5	\$20,500.00	\$17,425.00	\$3,075.00	\$0.00
Program Travel	3	4	\$17,077.00	\$14,515.45	\$2,561.55	\$0.00
CVSA Conferences	2	4	\$5,000.00	\$4,250.00	\$750.00	\$0.00
Sub-Total Travel			\$42,577.00	\$36,190.45	\$6,386.55	\$0.00

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

Travel costs include the following:

1. **CVSA Conferences** - Two attendees to the spring and fall conferences. Estimated cost of \$5,000.
2. **Program Travel** - Costs associated with MCSAP related activities including special enforcement activities, traffic enforcement and roadside inspections.
3. **Training** - Includes travel to all trainings related to MCSAP activities. These include Top Hands event in St. George, UT and for NAS classes taught that need to be attended by troopers.

All travel is in accordance with State travel policies.

In response to the question above, #7856:

For #1 - CVSA Travel would include flights, hotel rooms and State per diem. For #2 and #3, the travel would be for hotel rooms and State per diem. The troopers travel in their State-issued vehicles, and those charges are not included in this grant.

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:

UHP does not anticipate any equipment needs for FY 2017

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 related expenses	12	month	\$667.00	\$8,004.00	\$6,803.40	\$1,200.60	\$0.00
Office Supplies	12	month	\$566.00	\$6,792.00	\$5,773.20	\$1,018.80	\$0.00
Sub-Total Supplies				\$14,796.00	\$12,576.60	\$2,219.40	\$0.00

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

FY 2017 Supply costs include:

1. **Uniforms and related expenses** - This includes uniforms and related supplies for MCSAP troopers based on past history.
2. **Office supplies** - This includes an average cost of supplies of \$566 per month based on past history.

All purchases are secured using State Procurement policies.

In response to the above question, #7858:

#1 - Uniforms - these are uniforms and uniform related supplies associated with Utah Highway Patrol MCSAP troopers.

#2 - Office Supplies - Supplies used by the MCSAP officers in their MCSAP related activities. This would include paper, copy and copy machine supplies (toner, etc.) and other item necessary to carry out recordkeeping and functions required by MCSAP.

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:

No costs associated with contracts for FY 2017.

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
Mobile Data and Cellular Service	34	1	\$764.71	\$26,000.14	\$22,100.12	\$3,900.02	\$0.00
Sub-Total Other Costs				\$26,000.14	\$22,100.12	\$3,900.02	\$0.00

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

Mobile data and cellular service costs are necessary because of the distances and remote areas of the State. They need to have access to their systems in order to perform their duties such as roadside inspections which are not always in metro areas.

In response to the question above, #6514:

This budget item only covers costs for those troopers conducting MCSAP related activities. We have these troopers placed strategically and geographically throughout Utah to provide enforcement and support of the CMV industry. We have to use this equipment to perform activities such as being able to check to see if a carrier is on an OOS order, or to upload inspections and crash reports. Many areas of Utah are remote and often do not provide conditions for normal cell service. This service is necessary for these trooper to perform MCSAP-mandated activities. This only funds MCSAP troopers.

There are non-MCSAP troopers that may receive this type of service as needed, as they are also placed geographically across the State, but they are covered under the State of Utah budget and have no part of the MCSAP program or budget.

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	\$2,805,032.00	\$495,006.00	\$3,300,037.00

Allowable amount for Overtime (15% of total award amount without justification): \$495,006.00

Maximum amount for Non-CMV Traffic Enforcement (10% of Basic funding amount): \$236,318.00

Personnel (Payroll Costs)				
	85% Federal Share	15% State Share	Total Grant Expenditures	Planned MOE Expenditures
Trooper	\$337,588.99	\$59,574.53	\$397,163.52	\$0.00
Overtime	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal for Personnel	\$337,588.99	\$59,574.53	\$397,163.52	\$0.00

Fringe Benefit Costs (Health, Life Insurance, Retirement, etc.)				
	85% Federal Share	15% State Share	Total Grant Expenditures	Planned MOE Expenditures
Trooper	\$254,546.10	\$44,919.90	\$299,466.00	\$0.00
Overtime	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal for Fringe Benefits	\$254,546.10	\$44,919.90	\$299,466.00	\$0.00

Program Travel				
	85% Federal Share	15% State Share	Total Grant Expenditures	Planned MOE Expenditures
Training	\$17,425.00	\$3,075.00	\$20,500.00	\$0.00
Program Travel	\$14,515.45	\$2,561.55	\$17,077.00	\$0.00
CVSA Conferences	\$4,250.00	\$750.00	\$5,000.00	\$0.00
Subtotal for Program Travel	\$36,190.45	\$6,386.55	\$42,577.00	\$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 related expenses	\$6,803.40	\$1,200.60	\$8,004.00	\$0.00
Office Supplies	\$5,773.20	\$1,018.80	\$6,792.00	\$0.00
Subtotal for Supplies	\$12,576.60	\$2,219.40	\$14,796.00	\$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
Mobile Data and Cellular Service	\$22,100.12	\$3,900.02	\$26,000.14	\$0.00
Subtotal for Other Expenses including Training & Conferences	\$22,100.12	\$3,900.02	\$26,000.14	\$0.00

Total Costs				
	85% Federal Share	15% State Share	Total Grant Expenditures	Planned MOE Expenditures
Subtotal for Direct Costs	\$663,002.26	\$117,000.40	\$780,002.66	\$0.00
Total Costs Budgeted	\$663,002.26	\$117,000.40	\$780,002.66	\$0.00