

# **VERMONT**

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

**Date of Approval: Dec 16, 2016**

**Final CVSP**

## Basic and Incentive Program Overview

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

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

#### **Instructions:**

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

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

The Vermont Department of Motor Vehicles (VT DMV) is responsible for the safe operation of commercial motor vehicles transporting goods and passengers across Vermont's highways. This is accomplished through education, engineering, and enforcement. DMV's crash reduction goal is consistent with FMCSA's goal of reducing truck related crashes and fatalities. More specifically, DMV's goal is the reduction of CMV crashes and fatalities within the State of Vermont. Vermont is a small state with an average of 232 large truck and bus crashes, with an average of 8 fatalities. (MCMIS data snapshot dated 06-24-16 for FFY2012-FFY2015).

Vermont DMV's Commercial Vehicle Enforcement efforts are conducted through both fixed site details and mobile patrol. Fixed site details concentrate on vehicle inspections. All commercial vehicles and drivers are screened and vehicles are selected for inspection based on ISS scores, violation(s) observed, or randomly.

Mobile patrols focus on Level III inspections where a traffic enforcement offense has occurred. These patrols are completed primarily in high crash areas on either an interstate highway or a state highway. The desired outcome from these inspections is to change driver behavior in an attempt to reduce crashes.

DMV also conducts origin, destination, and terminal inspections on passenger carrier vehicles. The origin and destination inspections are completed primarily at the Vermont/Canada border crossings and at popular tourist locations.

DMV conducts operations at all hours of the day in an attempts to capture carriers/drivers that may only operate during night time hours. DMV also conducts post crash inspections on qualifying vehicles in an attempt to identify causation or contributing factors. DMV has four Inspectors certified to conduct Level VI inspections when origin inspections are required for vehicles entering Vermont from Canada or prior to a qualifying load being shipped by CMV. DMV has one non-sworn person who conducts Compliance Reviews/CSA Investigations full time. These investigations are selected and assigned through the FMCSA Vermont Division.

## 2 - Basic and Incentive Program Structure

### Instructions:

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

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

The Department of Motor Vehicles (DMV) Commercial Vehicle Enforcement Unit is a comprehensive commercial motor vehicle enforcement agency. The unit is comprised of 21 sworn law enforcement inspectors and three civilian employees; 1 Captain, 3 Lieutenants, 17 Inspectors, 2 Administrative Assistants, and one civilian Compliance Review Inspector. In addition to DMV, the Vermont State Police and several local municipal agencies have MCSAP trained officers. DMV is the lead agency having responsibility statewide for motor carrier enforcement and is the designated MCSAP lead agency. DMV's Commercial Vehicle Enforcement Unit currently has 18 inspectors certified in General Hazardous Materials; 12 inspectors certified in Cargo Tank; 4 in Other Bulk Packaging; 4 inspectors certified in Level VI inspections; 1 inspectors certified in Compliance Reviews; and 19 inspectors certified to conduct Passenger Carrier inspections.

Vermont completes MCSAP inspections on roadside while patrolling, and also at fixed site details. DMV Inspectors are also responsible for size and weight enforcement as well as general highway safety. DMV Inspectors split their time based on the activity they are performing, so they are not 100% funded through the MCSAP Grant. Vermont DMV Inspectors spend about 40% of their time completing MCSAP funded activities. The one non-sworn Compliance Review Inspector is 100% funded through MCSAP; therefore, all of the activities performed by that Inspector are MCSAP eligible.

In addition to DMV's Commercial Vehicle Enforcement Unit, Vermont has MCSAP certified officers from the Vermont State Police and municipalities. The Vermont State Police have one Level I inspector and two Level III inspectors; Shelburne Police Department has four Level I inspectors; South Burlington has one Level I inspector; Vergennes Police Department has one Level III inspector; Williston Police Department has one Level III inspector; and Woodstock Police Department has two Level III inspectors. These are participating agencies only and are not subgrantees. Some of these MCSAP certified officers work with DMV Inspectors at weekly details, and all take part in national programs such as Operation Patriot, Motor Coach Strike Forces, and Operation Road Check.

**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:**

DMV Inspectors are all certified to administer Standard Field Sobriety Tests to determine an operator's level of impairment from drugs or alcohol. There are standard tests recognized in Vermont and taught by the Vermont Criminal Justice Training Council. DMV Inspectors are also certified in Advanced Roadside Impaired Driving Enforcement (ARIDE). These are additional tests that can be administered to operators to determine if there is an impairment due to drugs. DMV has three Drug Recognition Experts (DRE) who can administer additional tests within a controlled environment and render a decision as to what drug panel the operator is under the influence of, and make a decision as to the level of impairment.

All DMV Inspectors are issued, and carry, a portable breath testing instrument. These are accessible to Inspectors on mobile and fixed site details.

All Vermont MCSAP certified officers (excluding DMV's civilian investigator) are sworn Police Officers. They are trained and certified by the Vermont Criminal Justice Training Council as Law Enforcement Officers. All Law Enforcement Officers are trained in drug interdiction. DMV Inspectors have also attended specific commercial vehicle interdiction training such as Drug Interdiction Assistance Program (DIAP).

DMV has two drug sniffing Canines with Commercial Vehicle Enforcement Inspectors as their handlers. These police dogs ride with the handler while on duty, and are available during patrol and fixed site details. These police dogs are used for screening and searching commercial vehicles.

All of DMV's commercial vehicle drug interdiction activities are completed in conjunction with an inspection.

**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:**

All DMV Inspectors and state and local MCSAP partners have received specific training to determine which carriers need operating authority, and how to verify if a carrier has valid operating authority at roadside. Inspectors are instructed to place vehicles out of service if carriers don't have operating authority when required. Inspectors all have mifis with boosters to allow roadside connectivity. As part of the inspection process, Inspectors are trained to check all carriers inspected through FMCSA's Query Central Program. This program will alert an Inspector to a carrier that may not have valid operating authority either because it was never applied for, has not been granted, or is currently revoked.

Commercial Vehicle Enforcement Supervisors attend fixed site details with Inspectors. This gives Supervisors first hand experience on how individual Inspectors are completing inspections and an opportunity to correct any deficiencies observed.

All MCSAP certified Inspectors and Officers receive yearly training (and initial training) on operating authority and financial responsibility insurance at MCSAP recert training. This training is provided by the FMCSA Vermont Division. This is a proactive method of keeping Inspectors current and refreshed on operating authority, exempt commodities, and required levels of financial responsibility insurance.

Vermont currently has a policy that requires Inspectors to complete inspections in accordance with CVSA standards, which includes checking for operating authority and financial responsibility insurance.

Vermont does not have any law or regulation that requires intrastate carriers to have any type of state operating authority or financial responsibility insurance at the levels required by Part 387.

**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	8	0.1140	0.11
01/01/2014	12/31/2014	12	0.1140	0.17
01/01/2013	12/31/2013	11	0.1140	0.15
01/01/2012	12/31/2012	5	0.1140	0.07
01/01/2011	12/31/2011	9	0.16	0.13

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

FMCSA Motor Carrier Management Information System (MCMIS) data snapshot as of 06/24/2016, including crash records through 02/29/2016.

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

Vermont is a small state with relatively low VMT and few fatal crashes each year. Vermont's goal has been consistent with FMCSA's goal of reducing the number of fatal CMV crashes. Since Vermont is a small state, a couple of bad crashes severely impacts the outcome. In CY2013, CY2014, and CY2015 there were CMV crashes with multiple fatalities. Since the VMT stays fairly consistent from year to year, a spike in the number of fatalities magnifies the outcome and makes it difficult to achieve the desired goal.

Vermont's Crash Reduction Goals have been designed to attempt to reduce the number of large truck and bus crashes in Vermont's high crash counties. While DMV has been successful in reducing crashes in the high crash counties, the number of crashes statewide has been static. Simply reducing crashes in the high crash counties did not achieve lesser total crashes statewide. DMV does not want to sacrifice the safety on one highway for safety on another highway. Therefore, in an effort to combat this trend, DMV has started completing scheduled traffic enforcement patrols statewide, on both Interstate Highways and State Highways. DMV tries to maintain an omni-presence image using available resources so large truck and bus drivers are alert on all Vermont roadways.

VMT information was obtained from the Vermont Agency of Transportation Highway Research.

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

**Instructions:**

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

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

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

State Defined Measurement Period (Include 5 Periods)		Fatalities	Goal As Expressed In CVSP (State Defined Measurement)	Outcome (As It Relates To The Goal Column)
Begin Date	End Date	Number of Lives		Indicate Actual Outcome
01/01/2015	12/31/2015	0	0.1140	0
01/01/2014	12/31/2014	1	0.1140	0.01
01/01/2013	12/31/2013	2	0.1140	0.02
01/01/2012	12/31/2012	0	0.1140	0
01/01/2011	12/31/2011	2	0.16	0.03

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

FMCSA Motor Carrier Management Information System (MCMIS) data snapshot as of 06/24/2016, including crash records through 02/29/2016.

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

Vermont has extremely few fatalities from passenger carrier crashes, and doesn't have a specific crash reduction goal for passenger carriers. This has always been included with the large truck crash reduction goal. Vermont does have an active passenger carrier inspection program. From CY2011-CY2015, Vermont has only had five fatalities from passenger carrier crashes.

VMT information was obtained from the Vermont Agency of Transportation Highway Research.



**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	0.1140	0
01/01/2014	12/31/2014	0	0.1140	0
01/01/2013	12/31/2013	1	0.1140	0.01
01/01/2012	12/31/2012	0	0.1140	0
01/01/2011	12/31/2011	1	0.16	0.01

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

FMCSA Motor Carrier Management Information System (MCMIS) data snapshot as of 06/24/2016, including crash records through 02/29/2016.

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

Vermont has no specific Hazardous Materials crash reduction goal. Vermont has few fatal crashes involving the transportation of hazardous materials. This is included in the large truck crash reduction goal. From CY2011-CY2015, Vermont has only had two fatal crashes involving placarded hazardous materials vehicles.

VMT information was obtained from the Vermont Agency of Transportation Highway Research.

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

**Instructions:**

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

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

State Defined Measurement Period (Include 5 Periods)		Number Of CMV Traffic Enforcement Stops with an Inspection	Number of Citations and Warnings Issued
Begin Date	End Date		
10/01/2014	09/30/2015	998	1065
10/01/2013	09/30/2014	1149	1236
10/01/2012	09/30/2013	1125	1181
10/01/2011	09/30/2012	1535	1726
10/01/2010	09/30/2011	1872	927

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

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

State Defined Measurement Period (Include 5 Periods)		Number Of Non-CMV Traffic Enforcement Stops	Number of Citations and Warnings Issued
Begin Date	End Date		
06/01/2015	05/31/2016	52	62
06/01/2014	05/31/2015	47	60
06/01/2013	05/31/2014		
06/01/2012	05/31/2013		
06/01/2011	05/31/2012		

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

Data Source for Traffic Enforcement information: Motor Carrier Management Information System (MCMIS) data snapshot as of 06/24/2016. Data varies from the previous CVSP and contains the current information from this data source. The number of citations and warnings indicated in the CMV Traffic Enforcement with Inspection chart is the number of violations on the traffic enforcement inspections. Every violation was either a ticket or warning. DMV does not conduct CMV traffic enforcement without inspection. DMV does conduct non-CMV traffic enforcement activity when such non-CMVs are operating unsafely around CMVs. Prior to June 2014, DMV's data collection method was not capable of differentiating between non-CMV stops and non-CMV stops for operating unsafely around CMVs.

## 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:**

Vermont is dedicated to helping carriers operate safely. This is in part accomplished through education and outreach initiatives. DMV has outlined the following activities to be completed during FFY2016. 1. Conduct CSA presentations throughout Vermont (and on occasion, a bordering state) 2. Conduct terminal inspections 3. Train or present at an industry association meeting 4. General public presentations about CMV safety and operating safely around CMVs 5. Teen organization presentations about DMV's function, and vehicle safety

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

Goal #1- Complete two CSA presentations per quarter (total=8) Goal #2- Complete one passenger carrier terminal visit with inspection(s) per quarter (total=4) Goal #3- Complete two non-CSA presentations per quarter: CMV Safety Belt Education & Outreach (2); State Trucking Association Meeting (1); State Sponsored Outreach Event (2); Local Educational Safety Event (1); Teen Safety Event (2)

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

Goal #1 Progress- DMV has participated in 6 CSA Goal #2 Progress- DMV has completed 2 Passenger Goal #3 Progress- DMV has participated in the following: CMV Safety Belt Education & Outreach (3); State Trucking Association Meeting (2); State Sponsored Outreach Event (1); Local Educational Safety Event (2); Teen Safety Event (4)

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

DMV trains or participates at a variety of events or organizational meetings/conferences. Audiences are government employees, industry, and the general public of all ages. Most of these presentations are not scheduled by DMV, but completed at the request of a third party. DMV estimates the activity to be completed based on activity completed in previous years; therefore, the actual activity completed may fluctuate from the stated goals.

## 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.**

Old Crash Reduction Objective- Vermont has a state program objective of reducing the number of crashes within the four high crash counties. At the start of this objective, these four high crash counties accounted for 64% of the recordable crashes within Vermont. Current Crash Reduction Objective- Vermont started a new Crash Reduction Objective in the 2nd quarter of FFY2016. The number of high crash counties was reduced from four to three, since the four counties accounted for 52% of the crashes, and three of those counties accounted for 46%.

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

Old Crash Reduction Goal- Reduce the number of crashes in these four high crash counties by 10% by the end of CY2015. Current Crash Reduction Goal- Reduce the number of crashes in these three high crash counties by 3% in CY2016; 3% in CY2017; and 3% in CY2018.

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

Old Crash Reduction Objective- This objective has ended, and Vermont has met it's goal. At the end of CY2015, the number of crashes in the four high crash counties was reduced from 64% to 52%, a decline of 12%. Current Crash Reduction Objective- Vermont has just finished the first six months of this objective. These three counties currently account for 47.7% of the state's recordable crashes. Currently Vermont is not on target to meet this goal.

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

DMV conducts traffic enforcement patrols in an attempt to deter driver behavior which may put a vehicle at a higher risk of becoming involved in a crash. These patrols were initially completed primarily on the interstate highways. Over time it was evident that there were just as many crashes occurring on state highways. In response, DMV widened it's patrols to include the state highway system. The number of crashes is staying somewhat consistent from year to year, even though the percentage of crashes in the four high crash counties has declined. It's apparent that the crashes in the other counties have increased. DMV has started traffic enforcement patrols in all counties in an attempt to reverse this trend. Even into the current crash reduction goal, this trend still exist.

#### Activity #2

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

Data Quality Objective- Vermont will attempt to improve the Fatal Crash Completeness and Non-Fatal Crash Completeness Measures during FFY2016.

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

Vermont will attempt to improve the Fatal Crash Completeness and Non-Fatal Crash Completeness Measures from fair (yellow) to good (green) during FFY2016.

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

Vermont is currently has a green overall state rating. FFY2016: 1st Qtr- Green in all measures 2nd Qtr- Yellow in Crash Timeliness; Green in all other measures 3rd Qtr- Yellow in Crash Timeliness & Crash Accuracy; Green in all other measures

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

DMV and Vermont's FARS Analyst continue to work with Law Enforcement on importance of accurate and timely crash reporting of all crashes. Crash reporting is emphasized during the law enforcement basic training and during a more advanced CMV Awareness & Enforcement class. It is difficult when you have to rely on other police agencies that don't necessarily understand the importance of timely and accurate crash reporting.

#### Activity #3

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

Vermont doesn't have a specific passenger carrier objective in the FFY2016 CVSP; however, remains dedicated to passenger carrier activity.

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

There was no specific passenger carrier objective; therefore, no stated goals.

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

Vermont has completed 112 passenger carrier inspections and 13 destination details. Vermont also participated in the National Passenger Carrier Strike Force and Operation Patriot.

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

Vermont completes passenger carrier inspections when allowable, most of which are completed at a tourist destination or a US/Canada port of entry. DMV continues to maintain good relationships with tourist destinations.

## 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:**

CY2016-CY2018

Vermont's goal of reducing the number of large truck and passenger carrier crashes is consistent with FMCSA's goal. In this Crash Reduction Goal, Vermont will concentrate on crash reduction in the highest three counties. During the previous Crash Reduction Goal, Washington County only had 22 crashes from January 1, 2013-June 30, 2015. Therefore, Washington County will be removed. Vermont will concentrate enforcement efforts on Chittenden County, Windsor County, and Windham County. By concentrating on these three high crash counties, it will allow Inspectors to broaden their patrols in an effort to affect more of the state and hopefully reduce the total number of crashes statewide. Data from the Vermont Electronic Crash Repository (WebCrash) shows that out of 14 counties in Vermont, these three counties account for 46% of the total CMV recordable crashes statewide (200 of 432 crashes from January 1, 2013-June 30, 2015). Vermont averages 207 crashes per year (CY2012-CY2014). These will be the baselines used for future measurement. During this baseline period, there doesn't seem to be any trend for specific days or times that are consistently reflected as high crash days or times. Crashes are occurring every day of the week at all different hours. Crash reports uploaded to the Vermont Electronic Crash Repository can be monitored to see if any crash trends appear throughout this objective. If trends appear, directed patrols will target those trends.

DMV will attempt to reduce the number of crashes in each of these three counties by 3% in CY2016, 3% in CY2017, and 3% in CY2018. DMV will also use statewide enforcement efforts to ensure that the number of crashes in the rest of the state does not increase.

The best tool to preventing crashes is by changing driver behavior. DMV uses targeted traffic enforcement patrols in an effort to change driver behavior for CMVs and non-CMV's operating around CMVs. The traffic enforcement patrols outlined in the Traffic Enforcement National Program Element are used in this crash reduction effort.

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

07/15/2015

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

Vermont Electronic Crash Repository (WebCrash). FMCSA Motor Carrier Management Information System (MCMIS) data snapshot as of 06/19/2015, including crash records through 02/28/2015.

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

This Crash Reduction Goal will run from CY2016 to the end of CY2018 (3 years). 1. Reduce the number of crashes in the three high crash counties (Chittenden, Windsor, Windham) by 3% at the end of CY2016. 2. Reduce the number of crashes in the three high crash counties (Chittenden, Windsor, Windham) by 3% at the end of CY2017. 3. Reduce the number of crashes in the three high crash counties (Chittenden, Windsor, Windham) by 3% at the end of CY2018. 4. Use traffic enforcement patrols to ensure crash incidents statewide do not escalate during this three year objective.

**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.**

1. Review crash reports uploaded into the Vermont Electronic Crash Repository on a quarterly basis for any problematic trends (ie: consistent locations, days, times, casuaction factors).
2. Sector Lieutenants will schedule 8 specific traffic enforcement patrol per month (96 per year). These patrols average about 4 hours each (384 hours per year).

In FFY2015, Inspectors conducted 122 directed patrols. There were a total of 264 inspections (16 Level I inspections, 104 Level II inspections, and 144 Level III inspections) completed. Eight drivers and 39 vehicles were placed out of service.

In FFY2016 (quarters 1-3), Inspectors conducted 136 directed patrols. There were a total of 318 inspections (20 Level I inspections, 97 Level II inspections, 199 Level III inspections, and 2 Level IV) completed. Fifteen drivers and 42 vehicles were placed out of service.

(This information is just what was completed during these patrols, and does not include any other traffic enforcement information completed outside scheduled patrols.)

**Performance Measurements and Monitoring: The State will monitor the effectiveness of its CMV Crash Reduction Goal quarterly and annually by evaluating the performance measures and reporting results in the required SF-PPRs. Describe how the State will conduct ongoing monitoring of progress in addition to quarterly reporting.**

The State of Vermont has a CMV Crash Protocol for all law enforcement agencies to contact DMV's Commercial Vehicle Enforcement Unit (office or on call supervisor) when they respond to a crash involving a towaway, injury, or fatality. DMV Inspectors complete a significant crash reporting form when they respond to a CMV crash and complete a qualifying post-crash inspection. These crash reporting forms are sent to a supervisor for review, and attached to the incident in DMV's electronic incident reporting system.

Inspectors also complete an incident in DMV's electronic incident reporting system for each specific scheduled traffic enforcement patrol. Included in these incidents are the number of stops, inspections by level, driver violations, vehicle violations, drivers out of service, vehicles out of service, and tickets issued.

Any of this information is retrieveable from the electronic database.

**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	Fair	Good
Crash Timeliness	Good	Fair	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:**

A&I State Safety Data Quality snapshot as of 06/24/2016.



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

Technology Program	Current Compliance Level according to FMCSA	Verification by State of Current Compliance Level
ITD	Deploying Core CVISN	Yes
PRISM	step 8	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.**

DMV and Vermont's FARS Analyst continue to work with Law Enforcement on importance of accurate and timely crash reporting of all crashes. Crash reporting is emphasized during the law enforcement basic training and during a more advanced CMV Awareness & Enforcement class. It is difficult when you have to rely on other police agencies that don't necessarily understand the importance of timely and accurate crash reporting.

**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.**

DMV staff continues to frequently monitor crash reports entered into WebCrash (electronic crash repository) to determine if they are properly classified as recordable (disabling damage, injury, fatality). Once determined to be recordable, they are uploaded to SafetyNet. Crashes that DMV Inspectors respond to, there is a significant crash report that can be matched to the WebCrash report. If DMV doesn't respond, and the officer doesn't immediately enter the crash into WebCrash, it significantly compromises Vermont's opportunity to achieve a green rating crash measures. This is why DMV staff and Vermont's FARS Analyst travel around to the Vermont Police Academy and various police departments teaching the importance of accurate and timely crash reporting.

**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.**

1. DMV will match Inspector Significant Crash Reports to WebCrash entries to ensure there is a match.
2. DMV will review, at least bi-weekly, crash records entered into WebCrash. FMCSA recordable crashes will be uploaded.
3. DMV will monitor all other green measures on a monthly basis.
4. DMV/Vermont's FARS Analyst will present at every law enforcement basic training class on the importance of accurate and timely crash records (including how to identify the proper carrier information, etc.).

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**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.**

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**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..**

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**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.**

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

*Describe any other identified State-specific objectives.*

**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.**

Vermont DMV conducts both roadside inspections while on patrol and inspections at fixed site details. On patrol days, Inspectors are assigned a specific area (town, highway, or geographical location). This is when most level III inspections and traffic enforcement inspections are completed. Each Inspector normally has about three patrol days per week. Patrol days are also when Inspectors are assigned specific traffic enforcement patrols as outlined in the Crash Reduction Goal. Inspectors also generally work two fixed site details per week. DMV's Commercial Vehicle Enforcement Unit is divided into three sectors, so there are normally six fixed site details completed each week. DMV has several locations used for fixed site details. Most locations are located on the Interstate Highway System, but there are a few sites located on State Highways. DMV conducts fixed site details in conjunction with federal, state, and local MCSAP partners. DMV also works closely with border officials when working the various points of entry between Vermont and Canada. DMV Inspectors are not completely funded through the MCSAP program. Inspectors divide their time between eligible MCSAP activities and other state funded activities. Inspectors dedicate approximately 40% of their time to MCSAP eligible activities. Fixed site details are completely funded through MCSAP, while patrol days are split based on the amount of MCSAP activities and state funded activities. Inspection activity is monitored through Gotham and SafetyNet reports. These reports allow progress to be monitored to achieve inspection goals. The number of violations, out of service drivers, and out of service vehicles are monitored and occasionally compared to national averages. SafetyNet reports are used to monitor violations being cited, or not cited, by specific Inspectors. This allows Sector Lieutenants to identify any potential training needs.

MCSAP funded activities are described by each individual Inspector in Vermont's payroll system.

UPDATE: Inspection numbers were increased in response to a Traffic Enforcement comment.

**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:** VERMONT DEPT. OF MOTOR VEH. ENFORCEMENT - SAFETY

**Enter the total number of certified officers in the Lead agency:** 21

FY 2017 Driver/Vehicle Inspection Goals					
Inspection Level	Estimated Performance Goal				Percentage by Level
	Non-Hazmat	Hazmat	Passenger	Total	
Level 1	1300	250	40	1590	25.13%
Level 2	1927	498	60	2485	39.28%
Level 3	2080		60	2140	33.82%
Level 4	50			50	0.79%
Level 5			60	60	0.95%
Level 6		2		2	0.03%
<b>Sub-Total Lead Agency</b>	<b>5357</b>	<b>750</b>	<b>220</b>	<b>6327</b>	

**Funded Agencies**



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

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

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

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

**Non-Funded Agencies**

Enter the number of non-funded agencies:	6
Enter the total number of non-funded certified officers:	12

**Summary**

Total FY 2017 Driver/Vehicle Inspection Goals For Lead, Funded and Non-Funded Agencies					
<b>MCSAP Lead Agency: VERMONT DEPT. OF MOTOR VEH. ENFORCEMENT - SAFETY</b>					
<b># certified officers: 21</b>					
<b>Funded Agencies:</b>					
<b># certified officers: 0</b>					
<b>Number of Non-Funded Agencies: 6</b>					
<b># certified officers: 12</b>					
	Estimated Performance Goal				
Inspection Level	Non-Hazmat	Hazmat	Passenger	Total	Percentage by Level
Level 1	1300	250	40	1590	25.13%
Level 2	1927	498	60	2485	39.28%
Level 3	2080		60	2140	33.82%
Level 4	50			50	0.79%
Level 5			60	60	0.95%
Level 6		2		2	0.03%
<b>Total ALL Agencies</b>	<b>5357</b>	<b>750</b>	<b>220</b>	<b>6327</b>	

**2 - Traffic Enforcement**

**Instructions:**

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

Vermont DMV Inspectors conduct traffic enforcement primarily on patrol days. Traffic enforcement is conducted on Interstate Highways and State Highways. Inspectors monitor the operation of CMV drivers and initiate a traffic stop and inspection when an infraction is observed. When a traffic enforcement inspection is completed, the Traffic Enforcement box is checked off in ASPEN. All Inspectors are issued a hand held speed detection device as well as a fixed radar unit mounted in the vehicle to detect speeding violations. Inspectors will also initiate a traffic stop and inspection when a CMV appears to exceed statutory height, length, width, or weight limits. In addition, Inspectors are assigned specific traffic enforcement patrols. These patrols target CMV operation within the high crash counties identified in the Crash Reduction Goal, as well as various other locations throughout the state. The results of these specific traffic enforcement patrols are documented in Valcour (incident reporting system). These patrols are intended to reduce the number of CMV related crashes in the high crash counties and to ensure CMV crashes do not increase in other areas outside the high crash counties. While conducting traffic enforcement, Inspectors monitor CMV traffic. CMVs will be stopped when a traffic enforcement offense is observed. This violation is documented on an inspection report whether or not a ticket is issued. DMV completes an average of around eight specific traffic enforcement patrols per month. These patrols target a specific location and last about 4 hours per patrol. Other traffic enforcement activities occur on scheduled patrol days and are included within the Inspectors 40% MCSAP activities. Vermont's traffic enforcement activities are a year long event. They are affected by inclement weather during the winter months. Inspection totals in MCMIS and Gotham will be reviewed on a monthly basis to ensure that adequate traffic enforcement inspections are completed and Vermont will meet FMCSA's goal of 33% Level III inspections. Completed traffic enforcement patrols can be monitored anytime using Valcour. Traffic enforcement activities are adjusted based on CMV crash data or enforcement needs.

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	1190
<input type="radio"/>	<input checked="" type="radio"/>	CMV without Inspection	0
<input checked="" type="radio"/>	<input type="radio"/>	Non-CMV	40
<input checked="" type="radio"/>	<input type="radio"/>	Comprehensive and high visibility in high risk locations and corridors (special enforcement details)	96

**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 primary traffic enforcement offense noted on inspection reports is speeding. DMV Inspectors also actively search for seatbelt and hand held device violations. Vermont DMV completes about eight specific traffic enforcement patrols per month (96/year) in high risk areas, as well as some group traffic enforcement saturation events. Each traffic enforcement patrol is about 4 hours. Each group traffic enforcement event is about 8 hours. Vermont will attempt to document 150 traffic enforcement inspections with a documented speed violation per quarter. 1. Vermont will complete 1190 CMV traffic enforcement stops with inspection this year. This can be monitored in Gotham. 2. Vermont will not complete CMV traffic enforcement stops without inspections this year. This is monitored in Valcour, DMV's Incident Management System. 3. Vermont will complete 40 traffic stops for non-CMV unsafe driving around CMVs. This is monitored in Valcour, DMV's Incident Management System. 4. Vermont will complete 96 traffic enforcement detail. This is monitored in Valcour, DMV's Incident Management System. 5. Vermont will complete 150 traffic enforcement inspections with a speed violation per quarter. This is documented through Gotham. UPDATE: Vermont has reported required information for non-CMV traffic enforcement activities to the FMCSA Vermont Division, and will report required future information in MCSAP quarterly reports. UPDATE: Vermont has increased

Compliance Reviews from 12/year to 18/year for 12 more activities over the funding period. Vermont will increase inspection expectations to the level of completion last year which is 259 inspections, totaling 518 activities. We also have non-funded agencies which completed 600 inspections last year. These actions should result in a minimum of 700 more activities.

### 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**

So far in FFY2016, DMV has completed 5 carrier investigations (Gotham 06-24-16). In the FFY2016 CVSP it was anticipated this full time position could complete 12 investigations per year. This goal will not be achieved since one of the investigations was a very extensive on site comprehensive review of a hazardous materials carrier that resulted in that carrier being placed out of service as an imminent hazard. For FFY2017, DMV will set a goal of completing twelve CSA Carrier Interventions; nine on site focused, and three on site comprehensive.

#### **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.**

Vermont DMV now has one full time non sworn Inspector position that is 100% MCSAP funded and dedicated to CSA Carrier Interventions. Carrier investigations are assigned, monitored, and reviewed by the FMCSA Vermont Division. This Investigator has completed Enhanced Investigative Techniques training and is works closely with the FMCSA Vermont Division. This Inspector is responsible for contacting, scheduling, completing, closing out, and submitting the findings to FMCSA Vermont Division. Even with having this full time Inspector working on carrier investigations on a full time basis, it is difficult to anticipate the number of investigations that will be completed. As learned in FFY2016, one extensive investigation can inhibit the ability to reach the stated goal. DMV has set a goal of completing twelve CSA Carrier Interventions; nine on site focused, and three on site comprehensive. Vermont has no intrastate program, and at this time, there are no plans on starting an intrastate program.

#### **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).**

Most all aspects of the carrier interventions are monitored by FMCSA Vermont Division. DMV will monitor the program on a quarterly basis to meet the stated goal of 18 investigations. DMV and FMCSA maintain regular contact to discuss progress. Since DMV only has one person completed carrier investigations, that person is responsible to maintain certification. Vermont DMV shares the success of this program with FMCSA, since we have no intrastate program. Other than the number of investigations completed, the only real measure Vermont has is whether or not the reviews are approved by the Federal Programs Manager when they are submitted, and if FMCSA is successful in their Notice of Claims when enforcement action is taken.

**\*UPDATE:** Vermont DMV has met with FMCSA Vermont Division to discuss the Compliance Review Program. The level of oversight and agency interaction will increase so that productivity may increase. Vermont has adjusted it's original goal of 12 investigations to it's new goal of 18 investigations. The investigations will continue to be assigned by FMCSA; however, progress will be monitored more closely by both agencies. With only one person conducting investigations, the goal can sometimes be problematic. For instance, last fiscal year our Investigator worked for months on a single on-site comprehensive review of a hazardous materials carrier which resulted in a fine in excess of \$100,000.00.

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

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

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

FY 2017 Carrier Investigation Goals		
Review/Investigation Type	Interstate Goals	Intrastate Goals
<b>Rated and Non-rated Reviews (Excludes CSA &amp; SCRs)</b>		
Non-HM Cargo		0
Passenger		0
HM		0
<b>Rated and Non-rated Reviews (Excludes CSA &amp; SCRs) Total</b>	<b>0</b>	<b>0</b>
<b>CSA Off-Site Investigations</b>		
Non-HM Cargo CSA Off-Site	0	0
Passenger CSA Off-Site	0	0
HM CSA Off-Site	0	0
<b>CSA Off-Site Investigations Sub-total</b>	<b>0</b>	<b>0</b>
<b>CSA On-Site Focused Investigations</b>		
Non-HM Cargo CSA On-Site Focused	8	0
Passenger CSA On-Site Focused	2	0
HM CSA On-Site Focused	2	0
<b>CSA On-Site Focused Investigations Sub-total</b>	<b>12</b>	<b>0</b>
<b>CSA On-Site Comprehensive</b>		
Non-HM Cargo CSA On-Site Comprehensive	5	0
Passenger CSA On-Site Comprehensive	1	0
HM CSA On-Site Comprehensive		0
<b>CSA On-Site Comprehensive Sub-total</b>	<b>6</b>	<b>0</b>
<b>CSA Investigations (all Types) Total</b>	<b>18</b>	<b>0</b>
<b>HM-Related Review Types</b>		
Security Contact Reviews (SCRs)	0	0
Cargo Tank Facility Reviews	0	0
Shipper Reviews	0	0
<b>HM-Related Review Types Total</b>	<b>0</b>	<b>0</b>
<b>ALL REVIEW TYPES GRAND TOTAL</b>	<b>18</b>	<b>0</b>

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

**4 - Public Education & Awareness**

**Instructions:**

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

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

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

Vermont DMV is aware that informed drivers and carriers will often result in safer drivers and safer carriers. DMV has a few different opportunities to educate the trucking industry and the public. DMV takes part in instructing at CSA Presentations throughout the state, and occasionally, in a bordering state. These presentations inform drivers and carriers on how CSA works and the impact safety violations have. During these presentations, there is always other topics discussed such as hours of service. DMV also conducts Level V terminal inspections on passenger carrier CMVs, which is always a good chance to educate a driver or carrier on regulations. These terminal inspections are often the only opportunity DMV has to complete full inspections of these vehicles. DMV is always asked by different groups or associations to train or present at functions. DMV normally gives some type of presentation or regulation update at the Vermont Truck & Bus Association meeting and the Vermont Fuel Dealers Association meeting. DMV also presents to the general public about CMV safety, operating safely around CMVs, and the functions of the Commercial Vehicle Enforcement Unit. DMV will also take part in teen events to speak about safe driving or law enforcement. These teen events are usually teen summer camps, but also include events such as the American Legion Cadet program. DMV attends different County Road Foreman meetings. This allows municipalities to interact with Inspectors and learn about the different rules and regulations. DMV has been presenting at Regional Highway Safety Forums around the state. These are arranged by the Vermont Highway Safety Plan Coordinator. This gives the audience an opportunity to ask questions and to see how the CVSP fits into the Vermont State Highway Safety Plan. Vermont is a small state, and DMV is typically asked to attend/present at the same events every year, so projections will be fairly level from year to year.

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	8
<input checked="" type="radio"/>	<input type="radio"/>	CMV Safety Belt Education and Outreach	2
<input checked="" type="radio"/>	<input type="radio"/>	State Trucking Association Meetings	1
<input checked="" type="radio"/>	<input type="radio"/>	State-sponsored outreach events	2
<input checked="" type="radio"/>	<input type="radio"/>	Local educational safety events	1
<input checked="" type="radio"/>	<input type="radio"/>	Teen safety events	2
<input checked="" type="radio"/>	<input type="radio"/>	Passenger carrier terminal visit with inspection(s)	4

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

Vermont DMV will continue to take part in instructing at CSA presentations. DMV will also support FMCSA's national priorities by completing terminal inspections on passenger carrier CMVs. DMV makes it a priority to be available to present at organizational meetings where a large target audience is present. This type of contact ensures a good relationship between DMV and Vermont based carriers. DMV does not schedule CSA presentations, which can be problematic for reaching a quarterly goal. DMV does take part in all CSA presentations that are scheduled. DMV will maintain the goal of two CSA presentations per quarter, and will report quarterly on all other related events.

**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):**

- DMV completed two CSA presentations per quarter.



2. DMV completed one passenger carrier terminal visit with inspection(s) per quarter.
3. DMV completed two non-CSA presentations noted in the Public Education and Awareness Activities table above per quarter.

## New Entrant

### 1 - New Entrant Focus Area

#### **Instructions:**

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

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

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

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

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

#### **Enter New Entrant Agency:**

Vermont Department of Motor Vehicles

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

Vermont's New Entrant Safety Audit Program is monitored by a supervisor that checks individual assignments in MCMIS, to ensure assignments are being completed within the time stated in the objective. The supervisor will work with the FMCSA Vermont Division to ensure that the audits are complete. The supervisor will work with the auditors to ensure that they are following established time tables. As part of assisting FMCSA with Quebec assignments, Vermont takes assignments that might be close to due date/past due. Vermont expects to have two full-time Inspectors (one Lieutenant and one Inspector) and two part-time auditors conducting New Entrant audits. The two full-time Inspectors conduct audits on a part-time basis as part of their duties. Unforeseen events (ie crashes, training, etc) sometimes limit the amount of time these Inspectors have to conduct audits. The full-time auditors will work with the part-time audits on assignments to minimize the amount of past due audits completed.

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

195- Anticipated number of New Entrant Safety Audits to be conducted by New Entrant program funded positions (approximately 10% to be conducted at the carrier's principle place of business, approximately 10% at a border location for the Quebec-based carriers, approximately 80% conducted offsite)

215- Anticipated number of non-Audit resolutions (inactivation, non-responsive, convert to intrastate, etc) to be conducted by New Entrant program funded positions.

0-Anticipated number of Compliance Reviews/Investigations to be conducted by New Entrant program funded positions in lieu of a

safety audit if the carrier appears on the high risk or mandatory list.

0-Anticipated number of Compliance Reviews/CSA Interventions to be conducted by New Entrant program funded positions: for full time new entrant auditors, to maintain certification because the individual is unable to conduct these activities as part of other assigned duties.

0-Anticipated number of Driver/Vehicle Inspections to be conducted by New Entrant program funded positions as part of safety audits.

64- Anticipated number of Driver/Vehicle Inspections to be conducted by New Entrant program funded positions to maintain certification for individuals unable to conduct these activities as part of other assigned duties.

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

Vermont's New Entrant Safety Audit Program is monitored by a supervisor that is cross trained and knowledgeable in New Entrant Safety Audits. The supervisor checks individual assignments in MCMIS, to ensure assignments are being completed within the time stated in the objective. The supervisor will work with the FMSCA Vermont Division to ensure that the audits are complete and accurate. The supervisor will contact the auditors on a quarterly basis to monitor progress in meeting stated goals. Quarterly reports will be completed and forwarded to FMCSA as required; reflecting the progress toward completing the stated objectives. DMV will report on, and measure success, the following way:

Measurement #1: Number of safety audits completed;

Measurement #2: Number of safety audits completed and uploaded within 12 months for property carriers and 120 days for passenger carriers;

Measurement #3: Number of safety audits completed and uploaded beyond 12 months for property carriers and 120 days for passenger carriers;

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

Summary of Anticipated Activities		
Number of Safety Audits/Non-Audit Resolutions	Interstate	Intrastate
# of Safety Audits (Onsite)	37	0
# of Safety Audits (Offsite)	158	0
<b>TOTAL Safety Audits</b>	<b>195</b>	<b>0</b>
# of Non-Audit Resolutions	215	0

## Border Enforcement

### 1 - Border Enforcement Focus Area

#### Instructions:

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

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

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

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

#### **Enter Border Enforcement Agency:**

Vermont Department of Motor Vehicles

#### **Check all objectives that apply (minimum of 1):**

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

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

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

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

The Vermont Department of Motor Vehicles will continue to work toward reducing the number of commercial motor vehicle crashes in the United States by ensuring that commercial motor vehicles involved in foreign commerce between the United States and Canada comply with the necessary Federal Motor Carrier Safety Regulations and the Hazardous Materials Regulations. Vermont DMV will also enforce FMCSRs related to Operating Authority and Financial Responsibility requirements. Inspectors will determine if the driver is

properly licensed for the type of vehicle being operated. DMV will inspect and place out-of-service any vehicle or driver found to be operating in a condition that meets the requirements contained within the North American Standard Out-of-Service Criteria.

Vermont DMV will use Border Enforcement funds to assist in our mission of reducing crashes and removing unsafe commercial motor vehicles and drivers from our highways. This will be accomplished by increasing the number of details targeting cross border traffic throughout the State of Vermont (a northern border state), and at Vermont's Ports of Entry.

Vermont has set a goal of completing 600 inspections which will also include 60 traffic enforcement inspections. DMV has a goal of at least 70% of these inspections be completed on vehicles traveling in foreign commerce.

Inspectors will complete the Border Enforcement Funded field in ASPEN, and whether the vehicle was involved in foreign or domestic transportation. The completed inspection will then be uploaded. The Border Grant funded inspections will be monitored on a monthly basis and activities will be adjusted as necessary to meet the objectives.

Vermont receives a significant volume of international commercial vehicle traffic through its five commercial Ports of Entry along the Canadian border. Overseas shipments, which arrive at the Ports of Montreal and Halifax, are transported by truck to various destinations within the U.S.; these shipments make up a large percentage of the commercial vehicle traffic passing through the State of Vermont.

Complaints to Vermont law enforcement officials from the motoring public about the erratic or unsafe operation of commercial vehicles on the Interstate highway system are very often focused on Canadian motor carriers. Additionally, intelligence continues to indicate that Vermont is a likely corridor for smuggling operations and for potential terrorist elements traveling between key metropolitan areas such as Montreal, Boston and New York.

Historically, Canadian carrier cross border traffic averages 17-27% of all ASPEN inspections completed by officers in a given year. DMV has twenty-one sworn inspectors who split their time between MCSAP and state enforcement activities. Inspectors receive NAS Parts A&B, Basic HazMat, Cargo Tank, and Passenger Carrier training as part of their certifications. DMV schedules details with US Customs & Border Protection personnel at the Ports of Entry by utilizing basic MCSAP and Northern Border Truck Inspection funds. Primary enforcement occurs at the two busiest Vermont commercial ports of Highgate Springs and Derby Line, which combined, handle nearly 85% of Vermont's inbound cross-border CMV traffic.

This close working relationship with the ports has resulted in USCBP personnel and state CVE inspectors serving as "extra eyes and ears" for each other and has proven to be beneficial for both the state CVE inspectors and the federal port personnel. Continued funding through the Border Enforcement Program will help ensure continuation of this strong presence at the Ports of Entry, which may be a deterrent for commercial drivers contemplating entry to the U.S with ill intentions or while operating in violation of FMCSA regulatory requirements. Port personnel have also gained a familiarity with the regulations state CVE inspectors enforce and have been instrumental in contacting CVE inspectors when they believe they have detected a violation. In November of 2007 DMV was approached by U.S. Immigration and Customs Enforcement agents (ICE) about inspecting outbound international CMV traffic. Due to the talks DMV has conducted several outbound details from FFY08-FFY14. DMV and ICE/CBP are continuing to conduct joint details to check outbound CMV traffic within close proximity of the border and evaluate its effectiveness to enhance both agencies' current operational missions. DMV continues to conduct joint TSA Visible Intermodal Protection and Response (VIPR) details with U.S. Air Marshal's focusing on international northern border traffic.

Vermont DMV recognized the need for an active motor coach / passenger vehicle program in light of the safety issues that are being observed around the country. Vermont DMV developed an inspection process for checking motor coaches crossing at Vermont's international border crossings with the Province of Quebec. Motor coaches must stop at US CBP Ports of entry to screen passengers which provides Vermont DMV motor coach inspectors ample time to conduct a safety inspection of the motor coach / driver prior to its continued journey through Vermont. The Vermont Department of Motor Vehicles has acquired a set of motor coach ramps. The set has been split into two separate sets and are stored / transported in enclosed trailers. These ramps are used at the port of entries and at tourist destinations throughout the State. Vermont participates in Motor Coach Strike Force details on an annual basis that includes Border Grant funded motor coach inspections.

Vermont DMV is committed to commercial vehicle safety and the safety of vehicles that operate around commercial vehicles. One way to improve highway safety is to make sure the commercial vehicles using the highways are operated safely by properly licensed drivers, and the commercial vehicles do not represent an imminent hazard. Potentially dangerous drivers and vehicles can be detected through roadside inspections. Unsafe drivers can also be detected through observation of driving behavior while Inspectors are on patrol. Border Enforcement funds will allow DMV to complete more inspections and increase the likelihood of removing unsafe drivers and vehicles from the road. The more unsafe drivers and vehicles that are removed from the road will reduce the number of commercial vehicle crashes.

In May of 2016, DMV worked in conjunction with FMCSA and Conducted Operation Patriot with passenger vehicle inspections at the Highgate Port of Entry and Derby Port of Entry. In these three days, a total of 37 passenger carrier inspections were completed. This number exceeds the passenger carrier inspections completed under the Border Enforcement Grant in previous years. In addition DMV has conducted an average of at least 8 Border Grant passenger carrier inspections per quarter for the last fiscal year.

**Activity Plan: A description of the activities the applicant believes will help mitigate the problem. Include**

**an estimate of the number of group audits planned.**

DMV will complete patrol and fixed site details where commercial vehicles involved in foreign commerce will be inspected. Border Enforcement funds also enable DMV to conduct some details during off peak hours when commercial vehicle drivers are less likely to expect to be inspected. DMV will attempt to complete 31 Level I inspections, 88 Level II inspections and 31 Level III inspections per quarter. Included in these inspections are 15 traffic enforcement inspections, 15 passenger carrier inspections, and 4 hazardous materials inspections. DMV will also use Automated License Plate Readers with PRISM hit files to select vehicles for inspection.

DMV will complete passenger carrier inspections as the vehicles enter the U.S. at port of entries on the U.S. – Canada Border while the passengers are being processed for entry into this country. Inspections will also be completed at any destination locations, post-crash, or en route if a hazardous condition exists. DMV will complete 15 Border Enforcement funded passenger carrier inspections during each quarter. Completing inspections at the border will help ensure that unsafe vehicles and drivers are removed from the highway and that the passengers reach their destination safely.

Outputs:

Activity	FFY 2016	Average Per Quarter
Level I Inspections	125	31
Level II Inspections	350	88
Level III Inspections	125	31
Total Inspections	600	150
Passenger Carrier Inspections	60	15
Hazardous Materials Inspections	16	4
Operating Authority Checks	600	150
Insurance Checks	600	150
Traffic Enforcement Inspections	60	15

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

DMV will measure progress by using Safetynet reports to verify that at quarterly projections in the activity plan completed during each quarter of FFY2017. This will be monitored by a DMV Lieutenant on a monthly basis to reach these quarterly goals.

DMV will measure progress by using Safetynet reports to verify that at least 15 Border Enforcement funded passenger carrier inspections were completed during each quarter of FFY2017. This will be monitored by a DMV Lieutenant on a monthly basis to ensure the end goal is achieved.

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

<b>Anticipated Summary of Activities</b>	
Number of International Commerce Regular CMV	524
Number of International Commerce HM	16
Number of International Commerce Passenger	60
<b>Total International Commerce Inspections</b>	<b>600</b>
Number of Fixed Facility International Inspections	540
Number of non-Fixed Facility International Inspections	60

## 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.*



<b>1 - Spending Plan: Personnel</b>
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**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): \$206,366.00**

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
Captain	1	5	2080	\$36.96	\$3,843.84	\$3,267.00	\$577.00	\$0.00
Lieutenant (30% funded)	2	30	2080	\$30.35	\$37,876.80	\$32,195.00	\$5,682.00	\$0.00
Inspector (30% funded)	16	30	2080	\$26.94	\$268,968.96	\$228,624.00	\$40,345.00	\$26,722.50
Civilian Compliance Review Inspector	1	100	2080	\$32.33	\$67,246.40	\$57,159.00	\$10,087.00	\$0.00
Lieutenant (8% funded)	1	8	2080	\$30.35	\$5,050.24	\$4,293.00	\$757.00	\$0.00
Inspector (8% funded)	1	8	2080	\$26.94	\$4,482.82	\$3,810.00	\$673.00	\$0.00
<b>Sub-Total Salary</b>					<b>\$387,469.06</b>	<b>\$329,348.00</b>	<b>\$58,121.00</b>	<b>\$26,722.50</b>
Overtime Information								
Overtime	20	10	2080	\$41.18	\$171,308.80	\$145,613.00	\$25,696.00	\$0.00
<b>Sub-Total Overtime</b>					<b>\$171,308.80</b>	<b>\$145,613.00</b>	<b>\$25,696.00</b>	<b>\$0.00</b>
<b>TOTAL PERSONNEL</b>					<b>\$558,777.86</b>	<b>\$474,961.00</b>	<b>\$83,817.00</b>	<b>\$26,722.50</b>

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

DMV has one Captain who spends about 5% of hours on MCSAP activities. (Total Cost=\$3,843.84).

The Commercial Motor Vehicle Unit is divided into three sectors, with each sector having a supervising Lieutenant. Each Lieutenant spends about 30% of straight time hours on MCSAP activities. The average straight time rate of pay for the Lieutenants is \$30.35/hr. Two Lieutenants are funded at 30% with basic funds. One Lieutenant is funded at 8% with basic funds (remainder 22% is New Entrant activities).

2 Lieutenants (30% funded)- \$37,876.80  
 1 Lieutenant (8% funded)- \$5,050.24

There are 17 sworn Inspectors with various rates of pay. Inspectors spend about 30% of straight time hours on MCSAP activities. The average straight time rate of pay for Inspectors is \$26.94/hr. Sixteen Inspectors are funded at 30% with basic funds. One Inspector is funded at 8% basic funds (remainder 22% is New Entrant activities).

16 Inspectors (30% funded)- \$268,968.96  
 1 Inspector (8% funded)- \$4,482.82

There is one full time Civilian Compliance Review Inspector position. This position is 100% MCSAP funded. The straight time rate of pay of the person currently in this position is \$32.33/hr. (Total Cost=\$67,246.00).

In addition to straight time hours, a percentage of MCSAP activities have to be accomplished through the use of overtime. Overtime hours are used to extend fixed site detail hours, special initiatives such as Operation Road Check and Operation Patriot, destination details for passenger carriers, and response to after hours CMV crashes or training.

About 10% of MCSAP activities completed by the Lieutenants and Inspectors are overtime hours. The Lieutenants' and Inspectors' overtime rate of pay is one and one half times the straight time rate. The average blended overtime rate is \$41.18/hr. (Total Cost=\$171,308.80).

These positions are all crucial to the successful operation and administration of the CVSP activities, such as fixed site details, traffic enforcement, and CSA investigations. The Captain is responsible for the administration and oversight of the grant. The supervising Lieutenants are responsible for monitoring Inspector activity. The Inspectors are responsible for completing the work in association with the stated goals. The Civilian Investigator is responsible for completing carrier investigations (compliance reviews).

Vermont will meet it's \$26,772.50 Maintenance of Effort in the Inspectors straight time funded payroll. This MOE is calculated based on

an average of expenditures from FFY2004 & FFY2005 and has been historically accepted as Vermont's MOE. The MOE baseline calculation budget comparison for FFY2004/FFY2005 is attached to this CVSP.

**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
Civilian Compliance Review Inspector	86.56	\$67,246.40	\$58,208.48	\$49,477.00	\$8,731.00	\$0.00
Lieutenant (8% funded)	86.56	\$5,050.24	\$4,371.49	\$3,716.00	\$655.00	\$0.00
Inspector (8% funded)	86.56	\$4,482.82	\$3,880.33	\$3,298.00	\$582.00	\$0.00
Inspector (30% funded)	86.56	\$268,968.96	\$232,819.53	\$197,897.00	\$34,923.00	\$0.00
Captain	86.56	\$3,843.84	\$3,327.23	\$2,828.00	\$499.00	\$0.00
Lieutenant (30% funded)	86.56	\$37,876.80	\$32,786.16	\$27,868.00	\$4,918.00	\$0.00
<b>Sub-Total Fringe Benefits</b>			<b>\$335,393.22</b>	<b>\$285,084.00</b>	<b>\$50,308.00</b>	<b>\$0.00</b>

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

Fringe benefits are only applied to the straight time hours. The current fringe benefit rate is 86.56%, as approved by our cognizant agency (FHWA approval letter attached). This rate varies from year to year based on over/under carry over. This rate is used to calculate the cost of paying benefits for personnel. The fringe benefits include the following:

FICA, dental insurance, life insurance, medical insurance, unemployment/workers compensation, EAP, long term disability, administrative paid leave, annual paid leave, educational paid leave, holiday paid leave, military paid leave, personal paid leave, sick paid leave, and retirement.

The FFY2017 Load Factor Calculation spreadsheet is attached. The load factor calculation is based on the load factor components (ie. benefits) and the funds expended for each of these components. To calculate the percentage for each component, you must do the following:

1. Take the "load factor amount" for each individual "load factor component" and divide it by the "regular time" dollar amount. This will give you a decimal figure.
2. Add all the "load factor amount" decimal figures together.

3. Take the "current year carry forward- under/(over) recovery" dollar amount and divide it by the "regular time" dollar amount. This will give you a decimal figure.
4. Then add/(subtract) the "current year carry over forward recovery" decimal figure to the "load factor amount" decimal total and that will give you the current load factor. (This year the "current year carry forward recovery" decimal was subtracted from the "load factor amount" decimal total.)

Load Factor Components and the percentage of load factor for each component:

FICA (9.403%); Insurance-Dental (1.906%); Insurance-Life (0.432%); Insurance-Medical (31.502%); Insurance-Unemployment/Workers Comp (4.819%); EAP (0.069%); Long Term Disability (0.034%); Paid Leave-Administrative (0.000%); Paid Leave-Annual (8.078%); Paid Leave-Educational (0.017%); Paid Leave-Holiday (5.424%); Paid Leave-Military (0.025%); Paid Leave-Personal (1.418%); Paid Leave-Sick (5.649%); Retirement (21.395%); Current Year Carry Forward-Under/(Over) Recovery (3.615%).

The percentages are rounded off resulting in Paid Leave-Administrative showing (0.000%). If the percentages were carried out several more decimal places there would be an amount greater than zero.

**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
CVSA Conference (spring)	4	6	\$7,496.00	\$6,372.00	\$1,124.00	\$0.00
CVSA Conference (fall)	1	6	\$2,924.00	\$2,485.00	\$439.00	\$0.00
NAIC	1	6	\$1,874.00	\$1,593.00	\$281.00	\$0.00
COHMED	1	6	\$1,874.00	\$1,593.00	\$281.00	\$0.00
CVSP Workshop/MCSAP Planning Meeting	3	3	\$4,734.00	\$4,024.00	\$710.00	\$0.00
Operation Road Check	10	3	\$5,216.00	\$4,434.00	\$782.00	\$0.00
MCSAP Certification Training	6	40	\$9,080.00	\$7,718.00	\$1,362.00	\$0.00
<b>Sub-Total Travel</b>			<b>\$33,198.00</b>	<b>\$28,219.00</b>	<b>\$4,979.00</b>	<b>\$0.00</b>

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

1. CVSA Conference (spring)- This is calculated using an estimate of air fare costs and an estimate of lodging costs. Arrival date would be the day before the conference and departure date would be the day after the conference. This includes 6 overnight lodgings and 7 days of contractual out of state meal reimbursement. DMV is budgeting to send 4 people to Atlanta, GA for the spring CVSA Conference.

Air fare=\$750.00 X 4 personnel=\$3,000.00  
 Lodging=\$150.00 per night X 6 nights X 4 personnel=\$3,600.00  
 Meals=\$32.00 per day X 7 days X 4 personnel=\$896.00  
 TOTAL EXPENSE=\$7,496.00

2. CVSA Conference (fall)- This is calculated using an estimate of air fare costs and an estimate of lodging costs. Arrival date would be the day before the conference and departure date would be the day after the conference. This includes 6 overnight lodgings and 7 days of contractual out of state meal reimbursement. DMV is budgeting sending one person to Whitehorse, Yukon, Canada.

Air fare=\$1,800.00 X 1 personnel=\$1,800.00  
 Lodging=\$150.00 per night X 6 nights X 1 personnel=\$900.00  
 Meals=\$32.00 per day X 7 days X 1 personnel=\$224.00  
 TOTAL EXPENSE=\$2,924.00

3. NAIC- This is calculated using an estimate of air fare costs and an estimate of lodging costs. Arrival date would be the day before the event and departure date would be the day after the event. This includes 6 overnight lodgings and 7 days of contractual out of state meal reimbursement. DMV is budgeting sending one person to Orlando, Florida.

Air fare=\$750.00 X 1 personnel=\$750.00  
 Lodging=\$150.00 per night X 6 nights X 1 personnel=\$900.00  
 Meals=\$32.00 per day X 7 days X 1 personnel=\$224.00  
 TOTAL EXPENSE=\$1,874.00

4. COHMED- This is calculated using an estimate of air fare costs and an estimate of lodging costs. Arrival date would be the day before the conference and departure date would be the day after the conference. This includes 6 overnight lodgings and 7 days of contractual out of state meal reimbursement. DMV is budgeting sending one person to Savannah, Georgia.

Air fare=\$750.00 X 1 personnel=\$750.00  
 Lodging=\$150.00 per night X 6 nights X 1 personnel=\$900.00  
 Meals=\$32.00 per day X 7 days X 1 personnel=\$224.00  
 TOTAL EXPENSE=\$1,874.00

5. CVSP Workshop- This is calculated using an estimate of air fare costs and an estimate of lodging costs. Arrival date would be the day before the workshop, and departure date would be the last day of the workshop. This budget anticipates a 3 day workshop and includes 3 overnight lodgings and 3 days of contractual out of state meal reimbursement. DMV will budget sending three people to workshops/MCSAP Planning Meeting.

Air fare=\$750.00 X 3 personnel=\$3,000.00  
 Lodging=\$150.00 per night X 3 nights X 3 personnel=\$1,350.00  
 Meals=\$32.00 per day X 4 days X 3 personnel=\$384.00  
 TOTAL EXPENSE=\$4,734.00

6. Operation Road Check- This is calculated based on personnel driving department vehicle to and from the event. Arrival date would be the day before the event, and departure date would be the last day of the event. This includes estimated lodging costs, and contractual in state meal reimbursement. It is estimated that approximately 10 personnel will have to lodge. Meal rate is less for in state activity.

Lodging=\$150.00 per day X 3 nights X 10 personnel=\$4,500.00  
 Meals=\$23.85 per day X 3 days X 10 personnel=\$715.50  
 TOTAL EXPENSE=\$5,215.50

7. MCSAP Certification Training- This is calculated based on sending two people to Cargo Tank Certification, two people to NASTI Part A & B Certification, two people to Basic Hazardous Materials Certification. This would be arriving the day prior to the start of training, and departing the last day of training. Included costs would be estimated rental vehicle cost, estimated lodging cost, and contractual out of state meal reimbursement. Cargo Tank and Basic Hazardous Materials Certifications are 5 days each, and NASTI Part A & B is 10 days (separated into two weeks).

Rental vehicle (1 per course)= 3 vehicles X 150.00 per week X 4 weeks (1 wk CT, 1 wk HM, 2 wks NASTI)=\$1,800.00  
 Lodging=\$150.00 per day X 40 nights=\$6,000.00  
 Meals=\$32.00 per day X 40 days=\$1,280.00  
 TOTAL EXPENSE=\$9,080.00

These travel expenses are all necessary for participation in events to stay current with enforcement and industry, and to better educate and enhance the Commercial Vehicle Enforcement Unit. They also assist the Commercial Vehicle Enforcement Unit in accomplishing the goals set forth in the CVSP and FMCSA's priorities.

**4 - Spending Plan: Equipment**

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

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

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

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

Equipment Cost Spending Plan Narrative						
Item Name	# of Items	Cost per Item	Total Eligible Costs	85% Federal Share	15% State Share	Planned MOE Expenditures
<b>Sub-Total Equipment</b>			<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

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



**5 - Spending Plan: Supplies**

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

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

Supplies Cost Spending Plan Narrative							
Item Name	# of Units/Items	Unit of Measurement	Cost per Unit	Total Eligible Costs	85% Federal Share	15% State Share	Planned MOE Expenditures
K-9 Program	2	year	\$2,000.00	\$4,000.00	\$3,400.00	\$600.00	\$0.00
Uniform purchase/cleaning	1	year	\$11,934.00	\$11,934.00	\$10,144.00	\$1,790.00	\$0.00
Office supplies	1	year	\$2,000.00	\$2,000.00	\$1,700.00	\$300.00	\$0.00
Printer	20	each	\$760.00	\$15,200.00	\$12,920.00	\$2,280.00	\$0.00
Docking station & electronic kit	3	each	\$1,158.00	\$3,474.00	\$2,953.00	\$521.00	\$0.00
Laptop with warranty	3	each	\$2,335.00	\$7,005.00	\$5,954.00	\$1,051.00	\$0.00
FMCSR Books	66	each	\$60.00	\$3,960.00	\$3,366.00	\$594.00	\$0.00
Hazardous Materials Regs	29	each	\$60.00	\$1,740.00	\$1,479.00	\$261.00	\$0.00
Out of Service Criteria	41	each	\$25.00	\$1,025.00	\$871.00	\$154.00	\$0.00
<b>Sub-Total Supplies</b>				<b>\$50,338.00</b>	<b>\$42,787.00</b>	<b>\$7,551.00</b>	<b>\$0.00</b>

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

1. DMV Commercial Vehicle Enforcement Unit has a K-9 Program with includes two drug detection dogs and handlers (who are also CMV Inspectors). These drug detection dogs exist to support the MCSAP program. These drug detection dogs have been responsible for detecting illegal drugs possessed by drivers operating CMVs, as well as providing notice to CMV drivers that DMV has the capability of drug detection dogs. They are used to sweep the exterior of CMVs and to search CMVs. DMV budgets for the yearly medical exams, town clerk registration, food, and certification by the Vermont Criminal Justice Training Council. Also budgeted is boarding expenses for the dogs if the handler is unavailable to care for the dog (vacation, training, etc.). DMV is budgeting \$3,600.00 for continued success of the K-9 program.

Medical Exam- \$250.00 year X 2 dogs=\$500.00  
 Criminal Justice Training Council Certification-\$45.00 year X 2 dogs=\$90.00  
 Town Clerk Registration-\$20.00 year X 2 dogs=\$40.00  
 Food-\$1000.00 year X 2 dogs=\$2,370.00  
 Boarding-\$1,000.00  
 Total K-9 Program Expense-\$4,000.00

2. Uniform purchase/cleaning- DMV spends about \$9,000.00 annually for purchase of new uniforms, replacing worn uniforms, and dry cleaning. Inspectors average about \$95.00/month for uniform cleaning. These expenses are all shared based on the amount of time Inspectors are completing MCSAP eligible activities.

Uniform Purchase- \$9,000.00/year X 40% = \$3,600.00  
 Uniform Cleaning- \$95.00/month X 12 months X 21 Inspectors X 40% = \$9,576.00  
 Total- \$13,176.00

**UPDATE: Uniform Purchase- \$428.55/yr X 18 Lieutenants/Inpsectors X 40% = \$3,085.56**

X 1 Captain X 5% = \$21.43
X 1 Lieutenant X 18% = \$77.14
X 1 Inspector X 18% = \$77.14
Dry Cleaning- \$95.00/month X 12 months X 18 Lieutenants/Inspectors X 40% = \$8,208.00
X 1 Captain X 5% = \$57.00
X 1 Lieutenant X 18% = \$205.20
X 1 Inspector X 18% = \$205.20
Total uniform purchase = \$3,261.27; Total uniform cleaning = \$8,672.40
Total expenses = \$11,933.67

3. Office supplies- DMV is budgeting \$2,000.00 for the purchase of various office supplies. DMV uses pens, pencils, staplers, staples, paper, computer paper, copier paper, printer ink/toner, notebooks, etc. in support of MCSAP activities.

Office Supplies- \$2,000.00/year

4. Printer- DMV continues to budget for several printers. DMV has started the process of transitioning from traditional ink jet printers to thermal printers. The printers also have to be compatible with Vermont's new eTicket program. Printers replacement occurs regularly because the printers are mounted inside a patrol vehicle, and absorb all the road shock. The primary function of these printers is printing out roadside inspections.

Printer- \$760.00 each X 20 printers= \$15,200.00

UPDATE: DMV does not prorate the cost of the printers at 40% because they are in the enforcement vehicles for MCSAP activities. Even the Inspector and Lieutenant shown at a lesser percentage have different printers used for New Entrant activities.

5. Docking station with electronic kit- DMV expects to replace three laptop computers. Since DMV has purchased different computers, DMV must purchase different in car docking stations with electronic kits. These packages are \$1,158.00 each, totaling \$3,474.00.

Docking Stations w/ electronic kits- \$1,158.00 each X 3 units = \$3,474.00

6. Laptop computers- DMV expects to replace three laptop computers. DMV replaces computers as needed or due to age. DMV has been purchasing Fujitsu computers with a cost of \$2,335.00 each which includes the warranty; total cost of \$7,005.00. The primary function of these computers is to carry out MCSAP activities. Having laptop computers with connectivity with completing roadside MCSAP activities supports Vermont's SSDQ ratings.

Computers- \$2,335.00 each X 3 computers = \$7,005.00

UPDATE: DMV did not prorate the cost of the laptop computers because they are in the enforcement vehicles for MCSAP activities and connectivity for MCSAP activities.

7. Federal Motor Carrier Safety Regulations- DMV will purchase a total of 66 copies of the FMCSRs. These are distributed as follows: 22 Inspectors/Investigator; 7 office copies; 12 other MCSAP Officers; 25 court copies. Current regulations are essential for up to date and proper enforcement of federal regulations. DMV purchases a copy for every Inspector (and Investigator). There are also copies purchased for Headquarters, as well as the Lieutenants' home offices. DMV purchases current regulations for other state MCSAP officers. DMV is the lead MCSAP Agency, and takes responsibility in how non-DMV Officers enforce regulations. DMV is also required to produce Federal Regulations when prosecuting a traffic ticket written for a federal regulation violation. This is done by purchasing a copy of the regulations for the various locations that traffic court is conducted. This ensures that the traffic court judge has a current copy to view during the court proceeding. DMV has been purchasing Mancomm spiral bound regulation books. Inspectors have found these to be the easiest to navigate which reduces errors.

FMCSRs- \$60.00/each X 66 copies = \$3,960.00

8. Hazardous Materials Regulations- DMV will only purchases Hazardous Materials Regulations for DMV's 22 Inspectors/Investigator, and 7 copies for Headquarters and the Lieutenants' home offices. Current hazardous materials regulations are essential to proper and effective enforcement. Inspectors have found these to be the easiest to navigate which reduces errors.

HM Regulations- \$60.00/each X 29 copies = \$1,740.00

9. Out of Service Criteria- DMV will purchase pictorial Out of Service Criteria for every Inspector/Investigator and every non-DMV MCSAP Officer. DMV is the lead MCSAP Agency, and believes it is essential for each MCSAP Inspector to have the most current out of service criteria for effective enforcement. DMV will purchase a total of 41 copies of the pictorial Out of Service Criteria. They will be distributed as follows: 22 copies to DMV Inspectors/Investigator; 12 non-DMV MCSAP Officers; and 7 copies to Headquarters and the Lieutenants' home offices. Inspectors have found it beneficial to have pictures of the out of service violations while completing roadside inspections.

OOS Criteria- \$25.00/each X 41 copies = \$1,025.00



**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
Compliance Review Investigator Vehicle Lease (100% funded)	\$7,620.00	\$6,477.00	\$1,143.00	\$0.00
Inspector/LT Vehicle Lease (40% funded)	\$97,824.00	\$83,150.00	\$14,674.00	\$0.00
Inspector/LT Vehicle Lease (18% funded)	\$4,402.00	\$3,742.00	\$660.00	\$0.00
Captain Vehicle Lease (5% funded)	\$611.00	\$519.00	\$92.00	\$0.00
<b>Sub-Total Contractual</b>	<b>\$110,457.00</b>	<b>\$93,888.00</b>	<b>\$16,569.00</b>	<b>\$0.00</b>

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

The Vermont Department of Motor Vehicles is a department under the Vermont Agency of Transportation. DMV does not own the Compliance Review Investigator's vehicle, Inspectors' vehicles, Lieutenants' vehicles, or the Captain's vehicle. These vehicles are purchased, owned, and maintained by the Agency of Transportation. After vehicles are rotated out of DMV's fleet, useage reverts back to the Agency of Transportation.

DMV leases these vehicles from the Agency of Transportation based upon an agreed monthly amount depending on the vehicle type and usage (lease rate document attached). The Compliance Review Investigator vehicle is leased for \$635.00/month. The Inspectors' vehicles, Lieutenants' vehicles, and the Captain's vehicle are all law enforcement vehicles leased for \$1,019.00/month. There is one full sized van used by the Compliance Review Investigator. There are 19 Inspector vehicles, with includes the 17 vehicles assigned to the Inspectors, one spare marked enforcement vehicle, and one unmarked enforcement vehicle. There are three Lieutenant vehicles, and one Captain vehicle. The Compliance Review Investigator vehicles is 100% funded; Inspector vehicles are 40% funded, Lieutenant vehicles are 40% funded, and the Captain vehicle is 5% funded.

Compliance Review Investigator vehicle- \$635.00/month X 12 months X 1 vehicle X 100% = \$7,620.00

Inspector vehicle- \$1,019.00/month X 12 months X 19 vehicles X 40% = \$92,933.00

Lieutenant vehicle- \$1,019.00/month X 12 months X 3 vehicles X 40% = \$14,674.00

Captain vehicle- \$1,019.00/month X 12 months X 1 vehicle X 5% = \$611.00

DMV Inspectors, Lieutenants, and Captain, are full time certified police officers and operate emergency vehicles in performance of their duties. These vehicles are essential to the MCSAP program. They are used daily for traffic enforcement patrol, traveling to and from MCSAP training, and travel to and from fixed site truck inspection details. DMV also leases a spare vehicle for use when a regularly

assigned vehicle is down for maintenance, and an unmarked vehicle used for covert activities. The civilian Compliance Review Investigator operates a van as an assigned vehicle. This van is used to travel to and from Vermont's FMCSA office, training, fixed site truck inspection locations, and investigations.

UPDATE: The 40% is the average percentage personnel spend completing MCSAP eligible activities. The 40% includes 30% straight time activities and 10% over time activities.

Compliance Review Investigator vehicle-  $\$635.00/\text{month} \times 12 \text{ months} \times 1 \text{ vehicle} \times 100\% = \$7,620.00$

Inspector vehicle-  $\$1,019.00 \times 12 \text{ months} \times 18 \text{ vehicles} \times 40\% = \$88,041.60$

Inspector vehicle-  $\$1,019.00 \times 12 \text{ months} \times 1 \text{ vehicle} \times 18\% = \$2,201.04$

Lieutenant vehicle-  $\$1,019.00 \times 12 \text{ months} \times 2 \text{ vehicles} \times 40\% = \$9,782.40$

Lieutenant vehicle-  $\$1,019.00 \times 12 \text{ months} \times 1 \text{ vehicle} \times 18\% = \$2,201.04$

Captain vehicle-  $\$1,019.00 \times 12 \text{ months} \times 1 \text{ vehicle} \times 5\% = \$611.40$

**7 - Spending Plan: Other Costs**

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

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

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

Item Name	Total Eligible Costs	85% Federal Share	15% State Share	Planned MOE Expenditures
Indirect Costs				

Other Costs Spending Plan Narrative							
Item Name	# of Units/Items	Unit of Measurement	Cost per Unit	Total Eligible Costs	85% Federal Share	15% State Share	Planned MOE Expenditures
CVSA decals	104	each	\$6.75	\$702.00	\$597.00	\$105.00	\$0.00
Misc inspection items	1	year	\$1,590.00	\$1,590.00	\$1,352.00	\$238.00	\$0.00
Reflective traffic cones	144	each	\$15.00	\$2,160.00	\$1,836.00	\$324.00	\$0.00
Vehicle fuel	1	year	\$40,595.00	\$40,595.00	\$34,506.00	\$6,089.00	\$0.00
Valcour license fee	1	year	\$616.00	\$616.00	\$524.00	\$92.00	\$0.00
CVSA membership	1	year	\$5,300.00	\$5,300.00	\$4,505.00	\$795.00	\$0.00
Communications	12	month	\$2,575.00	\$30,900.00	\$26,265.00	\$4,635.00	\$0.00
Logmein Inc	1	year	\$208.00	\$208.00	\$177.00	\$31.00	\$0.00
Electric/propane	12	month	\$140.00	\$1,680.00	\$1,428.00	\$252.00	\$0.00
Conference Registration Fees	6	year	\$550.00	\$3,300.00	\$2,805.00	\$495.00	\$0.00
Server	1	each	\$9,936.00	\$9,936.00	\$8,444.00	\$1,492.00	\$0.00
<b>Sub-Total Other Costs</b>				<b>\$96,987.00</b>	<b>\$82,439.00</b>	<b>\$14,548.00</b>	<b>\$0.00</b>

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

1. CVSA Decals- DMV budgets for the purchase of CVSA decals. Decals are purchased for all MCSAP certified Inspectors/Officers in Vermont. DMV purchases decals 4 times a years, for 26 MCSAP Level I certified Inspectors/Officers. These decals are purchased so they can be applied to CMVs that pass a Level I or Level V inspection. This is one way to recognize carriers with good maintenance practices, and allows Inspectors/Officers to avoid re-inspection of one of these vehicles.

CVSA decals- \$6.75/quarter X 26 MCSAP Inspectors X 4 quarters=\$702.00

2. Misc Inspection Equipment- DMV needs to replace broken, worn out, or depleted inspection equipment every year. Equipment is replaced on an "as needed" basis, so it's difficult to project the actual cost. DMV is budgeting \$1,590.00 to replace miscellaneous inspection equipment.

Misc Inspection Equipment- \$1,590.00/year

3. Reflective Traffic Cones- DMV needs to replace reflective traffic cones. These traffic cones are used primarily at fixed site inspection details. They are used for coning off areas for safety, guiding vehicles over weighing equipment or toward the detail site coordinator, and are placed next to our temporary truck inspection detail signs. DMV purchases cones with reflective material to support night time activity. DMV is budgeting for cone replacement for 20 Inspectors (17 Inspectors/3 Lieutenants), and 4 trailers that house weighing

equipment. Each Inspector and trailer will have six cones, with an estimated cost of \$15.00/cone.

Reflective Traffic Cones- \$15.00/cone X 24 (personnel & trailers) X 6 cones each = \$2,160.00

4. Vehicle Fuel- Vehicle fuel is not included in the vehicle lease; therefore, DMV must pay for it's fuel used. DMV averages about \$8,365.00/month per vehicle for the certified Inspectors, and about \$200.00/month for the Compliance Review Investigator vehicle. The certified Inspectors' vehicles are 40% funded, the Lieutenants' vehicles are 35% funded, and the Compliance Review Investigator's vehicle is 100% funded.

Inspector vehicle fuel- \$8,365.00/month (20 vehicles) X 12 months X 40% = \$40,152.00

Compliance Investigator vehicle fuel- \$200.00/month X 12 months X 100% = \$2,400.00

Total= \$42,552.00

UPDATE: Inspector/LT vehicle fuel- \$418.25/month X 18 vehicles X 12 months X 40% = \$36,136.80

Inspector/LT vehicle fuel- \$418.25/month X 2 vehicles X 12 months X 18% = \$1,806.84

Captain vehicle fuel- \$418.25/month X 12 months X 1 vehicle X 5% = \$250.95

Compliance Investigator vehicle fuel- \$200.00/month X 12 months X 100% = \$2,400.00

Total= \$40,594.59

5. Valcour License Fee- Valcour is DMV's incident management system. This is a multi-departmental database which DMV feeds information into. DMV uses this database to record events, and to run activity reports. DMV records driver information, vehicle information, carrier information, ticket information, and arrest information. Signed and returned inspection reports and pictures are also uploaded into this system. Valcour is used to retrieve information that is used in MCSAP quarterly reports and CVSPs, such as non-CMV traffic enforcement around CMVs. Valcour allows roadside Inspectors to conduct license and registration checks. Valcour is a web based program that does allow other programs to interface with it. Valcour is owned and maintained by Crosswinds Technology.

Valcour License Fee- \$1540.00/year for the department

UPDATE: Valcour License Fee- \$1,540.00/year X 40% = \$616.00

6. CVSA membership- Vermont DMV is a current member of CVSA and will remain an active member. CVSA is an important organization and is the key contact for several national programs. They also provide inspection bulletins or guidance throughout the year that provide or clarify inspection procedure or out of service items.

CVSA Membership- \$5,300.00/year for the department

7. Communications- Maintaining connectivity while completing roadside inspections is crucial for accuracy and proper enforcement checks. Mobile connectivity allows inspectors to check certain databases such as CDLIS, Query Central, L & I, etc. These databases are important for real time enforcement of financial responsibility insurance, operating authority, and active Federal Out of Service Orders. These are all integral parts of a roadside inspection program. It also allows for timely uploads of completed inspections in support of Vermont's Data Quality. Communications include mifi for inspectors for roadside connectivity, cell phones for contacting headquarters, other inspectors, FMCSA, or carriers. Cell phones are also used to photograph violations. DMV also provides a land line and fax line to the Compliance Review Investigator for a home office. This allows much work to be completed at the investigator's residence, maximizing work time, and reducing travel to and from an office.

Compliance Review Investigator phone and fax lines- \$75.00/month X 12 months = \$900.00

Inspectors cell/mifi & compliance investigator cell/mifi- \$2,500.00/month X 12 months = \$30,000.00

Total= \$30,900.00

UPDATE: Communications are not prorated at 40% because we have these communications for MCSAP activities. These communications are used for roadside connectivity for realtime inspection data, and data quality. These directly support MCSAP eligible activities.

8. Logmein Inc- Logmein Inc is a yearly subscription that allows office IT to gain permission from a computer user to remotely access their computer to fix any issues. This reduces extensive travel time to and from headquarters to diagnose or fix minor issues.

Logmein Inc- \$520.00/year

UPDATE: Logmein Inc- \$520.00/year X 40% = \$208.00

9. Electric/Propane- DMV utilized two buildings at different inspection sites, and one site with just electricity. One of the buildings has electric heat, and one has propane. The combined utilities are approximately \$140.00 per month for electricity and propane.

Electric/Propane- \$140.00/month X 12 months = \$1,680.00

UPDATE: The cost for electric and propane for these buildings is not prorated at 40% because these building are only used for MCSAP Truck Inspection Details.

10. Conference registration fees- DMV is budgeting to send one person to COHMED, 4 people to the CVSA spring conference, and one person to the CVSA fall conference. The registration fee for each person for each conference is budgeted at \$550.00.

Conference Registration Fees- 6 attendees X \$550.00 = \$3,300.00

11. DMV is budgeting \$9,936.00 for server expenses that were not funded through PRISM as operation and maintenance costs. FMCSA has advised with the grant program changes that this could be considered an exceptional circumstance making this eligible with basic funds. DMV's server will only serve as a repository of commercial vehicle related information.



**8 - Spending Plan**

**Instructions:**

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

<b>ESTIMATED Fiscal Year Funding Amounts for MCSAP</b>			
	85% Federal Share	15% State Share	Total Estimated Funding
Total	\$1,169,410.00	\$206,366.00	\$1,375,776.00

Allowable amount for Overtime (15% of total award amount without justification): \$206,366.00  
 Maximum amount for Non-CMV Traffic Enforcement (10% of Basic funding amount): \$95,285.00

<b>Personnel (Payroll Costs)</b>				
	85% Federal Share	15% State Share	Total Grant Expenditures	Planned MOE Expenditures
Captain	\$3,267.00	\$577.00	\$3,844.00	\$0.00
Lieutenant (30% funded)	\$32,195.00	\$5,682.00	\$37,877.00	\$0.00
Inspector (30% funded)	\$228,624.00	\$40,345.00	\$268,969.00	\$26,722.50
Civilian Compliance Review Inspector	\$57,159.00	\$10,087.00	\$67,246.00	\$0.00
Overtime	\$145,613.00	\$25,696.00	\$171,309.00	\$0.00
Lieutenant (8% funded)	\$4,293.00	\$757.00	\$5,050.00	\$0.00
Inspector (8% funded)	\$3,810.00	\$673.00	\$4,483.00	\$0.00
<b>Subtotal for Personnel</b>	<b>\$474,961.00</b>	<b>\$83,817.00</b>	<b>\$558,778.00</b>	<b>\$26,722.50</b>

<b>Fringe Benefit Costs (Health, Life Insurance, Retirement, etc.)</b>				
	85% Federal Share	15% State Share	Total Grant Expenditures	Planned MOE Expenditures
Civilian Compliance Review Inspector	\$49,477.00	\$8,731.00	\$58,208.00	\$0.00
Overtime	\$0.00	\$0.00	\$0.00	\$0.00
Lieutenant (8% funded)	\$3,716.00	\$655.00	\$4,371.00	\$0.00
Inspector (8% funded)	\$3,298.00	\$582.00	\$3,880.00	\$0.00
Lieutenant (30% funded)	\$27,868.00	\$4,918.00	\$32,786.00	\$0.00
Inspector (30% funded)	\$197,897.00	\$34,923.00	\$232,820.00	\$0.00
Captain	\$2,828.00	\$499.00	\$3,327.00	\$0.00
<b>Subtotal for Fringe Benefits</b>	<b>\$285,084.00</b>	<b>\$50,308.00</b>	<b>\$335,392.00</b>	<b>\$0.00</b>

<b>Program Travel</b>				
	85% Federal Share	15% State Share	Total Grant Expenditures	Planned MOE Expenditures
CVSA Conference (spring)	\$6,372.00	\$1,124.00	\$7,496.00	\$0.00
CVSA Conference (fall)	\$2,485.00	\$439.00	\$2,924.00	\$0.00
NAIC	\$1,593.00	\$281.00	\$1,874.00	\$0.00
COHMED	\$1,593.00	\$281.00	\$1,874.00	\$0.00
CVSP Workshop/MCSAP Planning Meeting	\$4,024.00	\$710.00	\$4,734.00	\$0.00
Operation Road Check	\$4,434.00	\$782.00	\$5,216.00	\$0.00
MCSAP Certification Training	\$7,718.00	\$1,362.00	\$9,080.00	\$0.00
<b>Subtotal for Program Travel</b>	<b>\$28,219.00</b>	<b>\$4,979.00</b>	<b>\$33,198.00</b>	<b>\$0.00</b>

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

<b>Supplies</b>				
	85% Federal Share	15% State Share	Total Grant Expenditures	Planned MOE Expenditures
K-9 Program	\$3,400.00	\$600.00	\$4,000.00	\$0.00
Uniform purchase/cleaning	\$10,144.00	\$1,790.00	\$11,934.00	\$0.00
Office supplies	\$1,700.00	\$300.00	\$2,000.00	\$0.00
Printer	\$12,920.00	\$2,280.00	\$15,200.00	\$0.00
Docking station & electronic kit	\$2,953.00	\$521.00	\$3,474.00	\$0.00
Laptop with warranty	\$5,954.00	\$1,051.00	\$7,005.00	\$0.00
FMCSR Books	\$3,366.00	\$594.00	\$3,960.00	\$0.00
Hazardous Materials Regs	\$1,479.00	\$261.00	\$1,740.00	\$0.00
Out of Service Criteria	\$871.00	\$154.00	\$1,025.00	\$0.00
<b>Subtotal for Supplies</b>	<b>\$42,787.00</b>	<b>\$7,551.00</b>	<b>\$50,338.00</b>	<b>\$0.00</b>

<b>Contractual (Subgrantees, Consultant Services, etc.)</b>				
	85% Federal Share	15% State Share	Total Grant Expenditures	Planned MOE Expenditures
Compliance Review Investigator Vehicle Lease (100% funded)	\$6,477.00	\$1,143.00	\$7,620.00	\$0.00
Inspector/LT Vehicle Lease (40% funded)	\$83,150.00	\$14,674.00	\$97,824.00	\$0.00
Inspector/LT Vehicle Lease (18% funded)	\$3,742.00	\$660.00	\$4,402.00	\$0.00
Captain Vehicle Lease (5% funded)	\$519.00	\$92.00	\$611.00	\$0.00
<b>Subtotal for Contractual</b>	<b>\$93,888.00</b>	<b>\$16,569.00</b>	<b>\$110,457.00</b>	<b>\$0.00</b>

<b>Other Expenses</b>				
	85% Federal Share	15% State Share	Total Grant Expenditures	Planned MOE Expenditures
CVSA decals	\$597.00	\$105.00	\$702.00	\$0.00
Misc inspection items	\$1,352.00	\$238.00	\$1,590.00	\$0.00
Reflective traffic cones	\$1,836.00	\$324.00	\$2,160.00	\$0.00
Vehicle fuel	\$34,506.00	\$6,089.00	\$40,595.00	\$0.00
Valcour license fee	\$524.00	\$92.00	\$616.00	\$0.00
CVSA membership	\$4,505.00	\$795.00	\$5,300.00	\$0.00
Communications	\$26,265.00	\$4,635.00	\$30,900.00	\$0.00
Logmein Inc	\$177.00	\$31.00	\$208.00	\$0.00
Electric/propane	\$1,428.00	\$252.00	\$1,680.00	\$0.00
Conference Registration Fees	\$2,805.00	\$495.00	\$3,300.00	\$0.00
Server	\$8,444.00	\$1,492.00	\$9,936.00	\$0.00
<b>Subtotal for Other Expenses including Training &amp; Conferences</b>	<b>\$82,439.00</b>	<b>\$14,548.00</b>	<b>\$96,987.00</b>	<b>\$0.00</b>

<b>Total Costs</b>				
	85% Federal Share	15% State Share	Total Grant Expenditures	Planned MOE Expenditures
<b>Subtotal for Direct Costs</b>	<b>\$1,007,378.00</b>	<b>\$177,772.00</b>	<b>\$1,185,150.00</b>	<b>\$26,722.50</b>
<b>Total Costs Budgeted</b>	<b>\$1,007,378.00</b>	<b>\$177,772.00</b>	<b>\$1,185,150.00</b>	<b>\$26,722.50</b>

**Comprehensive Budget**

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

<b>ESTIMATED Fiscal Year Funding Amounts for MCSAP</b>			
	85% Federal Share	15% State Share	Total Estimated Funding
Total	\$1,169,410.00	\$206,366.00	\$1,375,776.00

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

<b>Cost Summary by Budget Category</b>				
	85% Federal Share	15% State Share	Total Grant Expenditures	Planned MOE Expenditures
Personnel Total	\$578,718.00	\$102,127.00	\$680,845.00	\$26,722.50
Fringe Benefit Total	\$330,284.00	\$58,285.00	\$388,569.00	\$0.00
Program Travel Total	\$31,614.00	\$5,577.00	\$37,191.00	\$0.00
Equipment Total	\$0.00	\$0.00	\$0.00	\$0.00
Supplies Total	\$48,171.00	\$8,502.00	\$56,673.00	\$0.00
Contractual Total	\$93,888.00	\$16,569.00	\$110,457.00	\$0.00
Other Expenses Total	\$86,735.00	\$15,306.00	\$102,041.00	\$0.00
<b>Total Costs</b>				
	85% Federal Share	15% State Share	Total Grant Expenditures	Planned MOE Expenditures
Subtotal for Direct Costs	\$1,169,410.00	\$206,366.00	\$1,375,776.00	\$26,722.50
Indirect Costs	\$0.00	\$0.00	\$0.00	\$0.00
<b>Total Costs Budgeted</b>	<b>\$1,169,410</b>	<b>\$206,366</b>	<b>\$1,375,776</b>	<b>\$26,723</b>

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

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

## FY 2017 Load Factor Calculation

Load Factor Components	Load Factor Amounts
FICA	\$ 5,139,708.00
Insurance-Dental	\$ 1,041,628.00
Insurance-Life	\$ 239,370.00
Insurance-Medical	\$ 17,219,646.00
Insurance-Unemployment/Workers Comp	\$ 2,633,910.00
EAP	\$ 37,764.00
Long Term Disability	\$ 18,571.00
Paid Leave-Administrative	\$ 267.73
Paid Leave-Annual	\$ 4,415,646.13
Paid Leave-Educational	\$ 9,460.62
Paid Leave-Holiday	\$ 2,964,868.64
Paid Leave-Military	\$ 13,435.93
Paid Leave-Personal	\$ 775,197.17
Paid Leave-Sick	\$ 3,087,999.31
Retirement	\$ 11,695,071.00
Total	<u>\$ 49,292,543.53</u>
Current Year Carry Forward - Under/(Over) Recovery	<u>\$ (1,976,095.48)</u>
Total	<u><u>\$ 47,316,448.05</u></u>
Regular Time	\$ 54,662,032.88
Load Factor	<b>86.56%</b>



U.S. Department  
of Transportation  
**Federal Highway  
Administration**

**Vermont Division**

July 20, 2016

87 State Street  
Montpelier, VT 05602  
(802) 828-4423  
(802) 828-4424  
Vermont@dot.gov

**In Reply Refer To:**  
HAM-VT

Mr. Leonard LeBlanc  
Vermont Agency of Transportation  
1 National Life Drive  
Montpelier, Vermont 05633-5001

Subject: FY2017 Payroll Load Factor

Dear Mr. LeBlanc:

This letter is to inform you that the 2017 payroll load factor rate has been reviewed and approved by the Vermont Division of FHWA. It has been acknowledged that the costs included have been reviewed and certified by VTrans as allowable under the provisions of 2 CFR 225.

Sincerely,

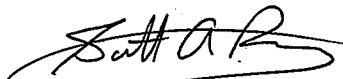
Peter Mancauskas  
Transportation Finance Manager

cc: Cathy Hilgendorf  
Renea Bordeau  
Diane Bigglestone  
Richard Tetreault

Vermont Agency of Transportation  
Central Garage  
Vehicle & Equipment Possession Rates

Effective July 1, 2016

Category	Description	
03	DMV enforcement	\$1,019 / month
04	Full-sized van	\$ 635 / month
05	2WD 1/2 ton or compact pick-up (or compact van)	\$ 612 / month
06	Road analyzer van	\$ 213 / month
07	2WD 3/4 ton pick-up	\$ 644 / month
08	2WD 1 ton pick-up w/ special bed or body	\$ 663 / month
09	2WD >1 ton pick-up w/ special bed or body	\$1,355 / month
11	4WD 1/2 ton pick-up	\$ 717 / month
12	DMV office trailer	\$ 614 / month
16	Tandem axle plow truck	\$3,712 / month
17	Single axle plow truck	\$2,909 / month
18	Sign truck	\$ 855 / month
19	5th wheel tractor	\$1,500 / month
20	Bucket truck	\$2,826 / month
21	Auger truck	\$4,495 / month
23	Paint truck	\$2,162 / month
24	4WD 3/4 ton pick-up w/o plow	\$ 767 / month
25	4WD 1 ton pick-up w/ special bed or body, and/or plow	\$ 986 / month
26	4WD >1 ton pick-up w/ special bed or body, and/or plow	\$1,616 / month
27	Baby dump plow truck	\$1,625 / month
29	4WD 3/4 ton pick-up w/ plow	\$ 855 / month
30	Mobile drill truck	\$ 839 / month
33	Airport snow removal truck - federally funded	\$ 494 / month
34	Stakebody truck	\$1,152 / month
36	Underbridge inspection truck	\$8,165 / month
37	Grader	\$2,648 / month
40	Tractor mower	\$1,375 / month
44	Loader	\$1,561 / month
46	Airport Loader - federally funded	\$ 589 / month
50	Tracked drill	\$2,582 / month
52	Mini excavator	\$1,066 / month
53	Excavator	\$1,120 / month
55	Core drill	\$1,428 / month
57	Flatbed trailer	\$ 468 / month
58	Backhoe	\$1,415 / month
61	Pavement drill	\$ 508 / month
66	FWD trailer	\$ 152 / month
67	Water trailer	\$1,104 / month
68	Water pump	\$ 269 / month
72	Fork lift	\$ 214 / month
73	Tow plow	\$1,071 / month
74	Low bed trailer	\$ 675 / month



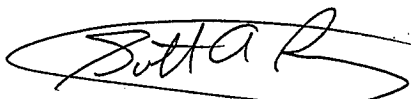
6/8/16

Scott Rogers, P.E. Director of Maintenance and Operations

Vermont Agency of Transportation  
Central Garage  
Vehicle & Equipment Usage Rates

Effective July 1, 2016

Category	Description	Rate
01	Sedan	\$ 13.12 / hour
03	DMV enforcement	\$ 23.60 / hour
04	Full-sized van	\$ 22.32 / hour
05	2WD 1/2 ton or compact pick-up (or compact van)	\$ 17.02 / hour
06	Road analyzer van	\$ 21.99 / hour
07	2WD 3/4 ton pick-up	\$ 14.05 / hour
08	2WD 1 ton pick-up w/ special bed or body	\$ 25.08 / hour
09	2WD >1 ton pick-up w/ special bed or body	\$ 31.69 / hour
11	4WD 1/2 ton pick-up	\$ 16.97 / hour
12	DMV office trailer	\$ 1.69 / hour
16	Tandem axle plow truck	\$ 123.43 / hour
17	Single axle plow truck	\$ 108.04 / hour
18	Sign truck	\$ 27.18 / hour
19	5th wheel tractor	\$ 70.08 / hour
20	Bucket truck	\$ 47.00 / hour
21	Auger truck	\$ 71.69 / hour
23	Paint truck	\$ 90.56 / hour
24	4WD 3/4 ton pick-up w/o plow	\$ 23.54 / hour
25	4WD 1 ton pick-up w/ special bed or body, and/or plow	\$ 54.93 / hour
26	4WD >1 ton pick-up w/ special bed or body, and/or plow	\$ 54.63 / hour
27	Baby dump plow truck	\$ 70.23 / hour
28	Hi-Rail pick-up	\$ 29.54 / hour
29	4WD 3/4 ton pick-up w/ plow	\$ 47.85 / hour
30	Mobile drill truck	\$ 23.56 / hour
33	Airport snow removal truck - federally funded	\$ 139.52 / hour
34	Stakebody truck	\$ 27.45 / hour
35	Post driver	\$ 61.73 / hour
36	Underbridge inspection vehicle	\$ 175.95 / hour
37	Grader	\$ 79.99 / hour
40	Tractor mower	\$ 47.93 / hour
44	Loader	\$ 52.29 / hour
46	Airport Loader - federally funded	\$ 67.91 / hour
50	Tracked drill	\$ 60.11 / hour
52	Mini excavator	\$ 34.07 / hour
53	Excavator	\$ 56.97 / hour
55	Core drill	\$ 41.20 / hour
57	Flatbed trailer	\$ 5.26 / hour
58	Backhoe	\$ 36.14 / hour
61	Pavement drill	\$ 17.54 / hour
66	FWD trailer	\$ 40.83 / hour
67	Water trailer	\$ 13.40 / hour
68	Water pump	\$ 5.18 / hour
72	Fork lift	\$ 11.56 / hour
73	Tow plow	\$ 25.39 / hour
74	Low bed trailer	\$ 16.11 / hour



7/5/16

Scott Rogers, P.E. Director of Maintenance and Operations



**MCSAP MOE BASELINE CALCULATION (MAP-21)  
FOR THE STATE OF VERMONT  
LEAD MCSAP AGENCY FOR FFY 2013 - DEPARTMENT OF MOTOR VEHICLES**

*VERMONT DEPARTMENT OF MOTOR VEHICLES* MCSAP Lead Agency - FFY 2005  
*VERMONT DEPARTMENT OF MOTOR VEHICLES* MCSAP Lead Agency - FFY 2004

**Check the box that most appropriately describes the State's ability to document the FFY 2004/2005 expenditures:**

<input checked="" type="checkbox"/> The State Lead Agency has access to all supporting documentation to support the 2004/2005 expenses.		
<input type="checkbox"/> The State Lead Agency does not have all of the supporting documents to support the 2004/2005 expenses and has used the 2004/2005 expenses from the 2008 CVSP MOE Template adjusted for the MAP-21 requirements.		
<input type="checkbox"/> The State Lead Agency does not have the supporting documents to support the 2004/2005 expenses and the MOE submitted represents an estimate based on the best data available.		
	<b>FFY 2004</b>	<b>FFY 2005</b>
<b>AWARD AMOUNTS</b>		
Federal Basic Award	\$565,600.80	\$598,889.00
Federal Incentive Award	\$67,324.00	
<b>Total Basic and Incentive Award Amounts</b>	<b>\$632,924.80</b>	<b>\$598,889.00</b>
<b>MCSAP-ELIGIBLE EXPENSES</b>		
<b>Personnel (Payroll Costs)</b>		
Salary	\$281,413.00	\$327,352.00
Overtime		
<b>(Specify)</b>		
<b>(Specify)</b>		
<b>(Specify)</b>		
<b>(Specify)</b>		
<b>Subtotal for Personnel - Insert in Line 6a (Form 424A)</b>	<b>\$281,413.00</b>	<b>\$327,352.00</b>
<b>Fringe Benefit Costs (Health, Life Insurance, Retirement, etc.)</b>		
	\$209,990.00	\$222,272.00
Approved Fringe Benefits Rate ( <i>Insert approved rate in line below, if applicable</i> )		
<b>(approved fringe benefits rate here)</b>		
<b>(Specify)</b>		
<b>(Specify)</b>		
<b>Subtotal for Fringe Benefits - Insert in Line 6b (Form 424A)</b>	<b>\$209,990.00</b>	<b>\$222,272.00</b>
<b>Program Travel</b>		
Routine MCSAP-related Travel (Lodging/Meal Allowance)	\$16,177.00	\$13,126.00
Conference Travel ( <i>Identify conferences in Budget Narrative</i> )	\$1,121.00	\$2,490.00
Training Travel ( <i>Identify training courses in the Budget Narrative</i> )	\$1,288.00	\$3,699.00
<b>(Specify)</b>		
<b>(Specify)</b>		
<b>(Specify)</b>		
<b>Subtotal for Program Travel - Insert in Line 6c (Form 424A)</b>	<b>\$18,586.00</b>	<b>\$19,315.00</b>
<b>Equipment (Enter description and quantity of items in Budget Narrative)</b>		
<b>Vehicles and Related Vehicle Equipment</b>		
Vehicles	\$69,412.00	\$32,057.00
Other Inspection Vehicle Equipment (Radios, etc.)	\$441.00	\$225.00
<b>(Specify)</b>		
<b>(Specify)</b>		
<b>Subtotal for Vehicles and Related Vehicle Equipment</b>	<b>\$69,853.00</b>	<b>\$32,282.00</b>

<b>Non-Vehicle Equipment</b>		
Other Equipment (Not included above) Data Processing	\$5,295.00	\$233.00
(Specify)		
(Specify)		
(Specify)		
<b>Subtotal for Non-Vehicle Equipment</b>	<b>\$5,295.00</b>	<b>\$233.00</b>
<b>Subtotal for Equipment - Insert in Line 6d (Form 424A)</b>	<b>\$75,148.00</b>	<b>\$32,515.00</b>
<b>Supplies</b>		
Office Supplies	\$1,106.00	\$2,426.00
Uniforms and Other Related Supplies	\$6,171.00	\$7,586.00
Computers (Enter quantity and unit cost in Budget Narrative)		
Printers (Enter quantity and unit cost in Budget Narrative)		
K-9 Food and Supplies	\$803.00	\$2,633.00
(Specify)		
<b>Subtotal for Supplies - Insert in Line 6e (Form 424A)</b>	<b>\$8,080.00</b>	<b>\$12,645.00</b>
<b>Contractual (Consultant Services, etc.)</b>		
(Specify)		
(Specify)		
(Specify)		
<b>Subtotal for Contractual - Insert in Line 6f (Form 424A)</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>Other Expenses</b>		
Training Costs (Tuition, materials, etc.)	\$1,281.00	\$4,506.00
CVSA Decals (Enter quantity and unit cost in Budget Narrative)		
Conferences Costs (Registration fees, etc.)	\$1,050.00	\$610.00
Fuel Costs		
Maintenance of Vehicles Not Under Contract		
Fleet Cost (Mileage/Repairs)	\$124,991.00	\$117,977.00
Communications (aircards, mobile phones, etc.)	\$11,520.00	\$8,087.00
(Specify)		
(Specify)		
(Specify)		
(Specify)		
(Specify)		
<b>Subtotal for Other Expenses including Training &amp; Conferences - Insert in Line 6h</b>	<b>\$138,842.00</b>	<b>\$131,180.00</b>
<b>Subtotal for Direct Costs - Insert in Line 6i (Form 424A)</b>	<b>\$732,059.00</b>	<b>\$745,279.00</b>
(approved Indirect Cost Rate here)		
<b>Indirect Costs (Insert approved rate in above row) Insert in Line 6j (Form 424A)</b>		
<b>Total MCSAP Eligible Costs Expended</b>	<b>\$732,059.00</b>	<b>\$745,279.00</b>
<b>Federal Grant Funds Expended for the Fiscal Year</b>	<b>\$565,600.80</b>	<b>\$573,514.00</b>
<b>Associated State Grant Matching Funds Expended</b>	<b>\$141,400.21</b>	<b>\$143,378.00</b>
<b>Total Grant Funds Expended<sup>3</sup></b>	<b>\$707,001.01</b>	<b>\$716,892.00</b>
<b>MOE Funds Expended</b>	<b>\$25,057.99</b>	<b>\$28,387.00</b>
<b>Aggregate Average Maintenance of Effort to be met for all federal fiscal years during the MAP-21 Authorization</b>	<b>\$26,722.50</b>	

<sup>1</sup>To calculate the MOE baseline the State should:

- a) identify the State Lead MCSAP Agency as designated by the Governor in 2004 and 2005;
- b) calculate the total MCSAP-eligible expenditures of that agency for commercial motor vehicle safety activities, excluding any Federal award amounts and required State shares, for FFYs 2004 and 2005;
- c) calculate the average of the amounts for FFYs 2004 and 2005.

This establishes the MOE baseline amount that the State must expend in FY 2013 and beyond (as long as the MAP-21 definition remains) to qualify for continued participation in MCSAP.

To satisfy the MOE requirement, the State may only include non-reimbursed, MCSAP-eligible expenditures of the State Lead MCSAP Agency as designated by the Governor. Expenditures of other State agencies, local agencies, or sub-grantees (whether supported by MCSAP grant funds or not) should not be included in this calculation.

Note 1: A change in the State Lead MCSAP Agency does not negate an MOE requirement; the concept of “successor in interest” applies. Thus, no State can have a \$0 MOE simply because the State Lead MCSAP Agency is different in 2013 than it was in FFY 2004/2005, and the successor agency must meet the MOE requirements established by 2004/2005 baseline. Those rare instances in which the State Lead MCSAP Agency changed between FFY 2004 and 2005 will be handled on a case-by-case basis.

Note 2: When calculating the MOE baseline according to expenditures for the FFY 2004/2005, States should not necessarily use the amounts submitted in 2008 CVSP. The limitation in MAP-21 to include only those expenditures of the State Lead MCSAP Agency may alter this calculation and States should no longer include the 10% indirect cost rate placeholder based on previous guidance. Finally, because non-CMV and CMV traffic enforcement activities without an inspection were not authorized until SAFETEA-LU (late FY 2005), States should not include these expenditures in calculating the MOE baseline. States can, however, include non-CMV traffic enforcement and other new efforts and initiatives they have implemented since FFY 2004/2005 to meet the annual MOE obligation.

Note 3: States that are unable to determine specific MOE baseline calculation because of a lack of financial documents from 2004/2005, or because of a change of agencies, can estimate the MOE baseline based upon the limited financial records the State may have. This may include using figures from the FY 2008 MCSAP submission, provided the State applies the information in Note 2 above.

<sup>2</sup>Insert the appropriate indirect costs for fiscal years 2004 and 2005 as approved by the State's cognizant Federal agency in the description column. Documentation of approved rates may be requested for substantiation.



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*Agency of Transportation*

### ANNUAL CERTIFICATION OF COMPATIBILITY

In accordance with 49 CFR 350.331, as Commissioner of the Department of Motor Vehicles, I do hereby certify the State of Vermont laws and regulations are compatible with appropriate parts of the Federal Motor Carrier Safety Regulations and the Federal Hazardous Materials Regulations as follows:

INTERSTATE MOTOR CARRIERS and;

INTRASTATE MOTOR CARRIERS

Signature: , Commissioner of Motor Vehicles  
Robert Ide

Date:

July 29, 2016

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

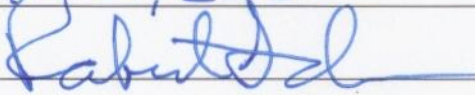
I **Robert Ide, Commissioner**, on behalf of the State of **Vermont**, as requested by the Administrator as a condition of approval of a grant under the authority of 49 U.S.C. § 31102, as amended, do hereby certify as follows:

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



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

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

Date July 29, 2016  
Signature 

**Robert Ide, Commissioner of Motor Vehicles**

# State of Vermont

In accordance with 49 CFR 350.331, Vermont is reporting the following statutory changes involving commercial vehicles since the submission of the last annual review. There were no statutory changes that are in conflict with the Federal Motor Carrier Safety Regulations or Hazardous Materials Regulations.

VERMONT STATUTE	SUMMARY	EFFECTIVE DATE
23 VSA 1006b Operation on VT Route 108- Smugglers' Notch	Prohibits the operation of truck-tractor-semitrailer and truck-tractor-trailer combination commercial vehicles on the Smugglers' Notch segment of VT Route 108, and specifies the penalties.	July 1, 2016
23 VSA 1006c Use of Tire Chains when required	Gives the Secretary of Transportation, the Commissioner of Motor Vehicles, and the Commissioner of Public Safety authority to require the use of tire chains on vehicles with a weight rating of more than 26,000 lbs, specifies how the chains must be affixed for different vehicle configurations, and specifies the penalties.	July 1, 2016
23 VSA 1607 Automated License Plate Recognition System (ALPR)	Includes "commercial motor vehicle violations" as a legitimate law enforcement purpose for using and storing ALPR data; includes a "commercial motor vehicle investigation or enforcement action" as an acceptable purpose to retrieve historical ALPR data; and allows the Department of Motor Vehicles to manage a separate ALPR database in connection with commercial motor vehicle enforcement activities.	July 1, 2016