

WASHINGTON

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.

Washington State Patrol:

Agency Mission Statement:

The Washington State Patrol makes a difference every day, enhancing the safety and security of our state by providing the best in public safety services.

Governor's Goal:

Washington State seeks to eliminate traffic deaths and disabling injuries. The state has a goal of achieving Target Zero in traffic deaths and disabling injuries on state roadways by 2030.

Commercial Vehicle Enforcement Bureau:

Mission Statement:

We, the Commercial Vehicle Enforcement Bureau, through education and enforcement, ensure compliance with commercial motor vehicle regulations to protect resources, prevent collisions, and save lives.

Goals:

- *Promote safe travel of commercial vehicles on the state's highways.*
- *Enhance safe transportation of school children.*
- *Protect the state's infrastructure.*

Utilities and Transportation Commission:

The Washington State Utilities and Transportation Commission is to protect consumers ensuring that utility and transportation services are fairly priced, available, reliable and safe.

Goals:

- *Protect life and property.*
- *Reduce crash ratios.*

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 Washington State Patrol (WSP) is the state's MCSAP lead agency and its authorized staffing is sixty-nine (69) fully commissioned officers and one hundred sixty (160) limited commissioned officers. In addition, six (6) Transportation Specialist with the Washington State Utilities and Transportation Commission (UTC) and twenty-four (24) local law enforcement agencies with a total of thirty-eight (38) local city and county officers participate in the program. All officers and investigators conducting commercial vehicle inspections are CVSA certified and attend yearly in-service training. All officers and investigators submit their inspections through Aspen. If an officer or investigator completes a hand written inspection form, the inspection report is sent to the Commercial Vehicle Enforcement Bureau (CVEB) headquarters and entered into SafetyNet by MCSAP funded employees.

Inspections are conducted at fifty-three (53) permanent inspection facilities including five (5) Ports of Entry's (POE), one (1) POE is within thirty (30) miles of the Canadian Border. In addition, officers and investigators receive training on conducting roadside inspections in accordance with CVSA procedures.

Washington State participates in the following CVSA sponsored emphases, in partnership with FMCSA:

- Operation Safe Driver
- Road Check
- Operation Air Brake
- National All American Buckle-Up Weeks, and
- State sponsored "Open Scales" and "Chain Enforcement"

The Compliance Investigatgion (CI) Program, formerly referred to as Compliance Review, has one lieutenant, one Commercial Vehicle Enforcement Officer 4 (CVEO), three (3) supervisors, and twenty (20) investigators conducting interstate and intrastate CIs. Beginning in 2012, Washington State adopted a law mandating all intrastate carriers over 16,000 lbs obtain a USDOT number before registering their vehicle(s) with the Department of Licensing. Two (2) UTC Transportation Specialists conduct CIs on Passenger Carriers, Household Good Movers, and Solid Waste Companies.

The CVEB is responsible for the following programs in Washington State.

- Commercial Motor Vehicle CVSA Safety Inspection Program
- Hazardous Materials Program
- Compliance Investigation Program
- SafetyNet Database Management
- DataQ Management
- ASPEN Oversight
- Manage Portal Access

Washington State participates in the following federal programs:

- CVISN Safety Program
- ISS
- CDL Program
- PRISM Safety Program

- *CDLIS*

Washington State has two (2) Hazardous Materials (HM) Transportation Specialists (HMTS) who develop and implement HM training and enforcement strategies statewide. Washington State HMTS participate in the Cooperative HM Enforcement Development Conference (COHMED), the Pipeline and Hazardous Materials Safety Administration Conference and in the Alliance for Uniform HM Procedures Conference.

Automated License Plate Readers (ALPR) have been installed in twelve (11) CVISN sites around the state. The ALPRs have been very successful in checking the PRISM file identifying out of service carriers, over license capacity, expired tonnage, verifying log book entries for falsification and expired registration violations.

A virtual weigh-in motion test site has been installed on SR 290 north of Washington's Spokane Port of Entry. SR 290 is a known port of entry by-pass route from Idaho. Additional locations for virtual weigh-in motion sites are being researched with WSDOT. Locations for the weigh-in motion sites will be determined after a detailed analysis of CMV traffic flows is conducted and the effectiveness of the SR 290 weigh-in motion site is determined.

Local law enforcement participate in the MCSAP program but do not receive direct MCSAP funding through the WSP. Currently the WSP has memorandum of understandings (MOU) with twenty-four (24) agencies. There are a total of thirty-eight (38) CVSA certified local enforcement officers in the program.

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:

All officers working for the WSP and local law enforcement receive alcohol and drug impaired drivers training at their law enforcement basic training academy. In addition, all officers receive ongoing refresher training as required.

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:

The WSP has established and implemented departmental policies to comply with the two activities listed in this section.

Basic and Incentive Program Effectiveness Summary - Past Performance

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

1 - State Fatality Reduction Trend Analysis: 2011 - 2015

Instructions:

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

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

Goal measurement as defined by your State: Actual # Fatalities

State Defined Measurement Period (Include 5 Periods)		Fatalities	Goal As Expressed In CVSP (State Defined Measurement)	Outcome (As It Relates To The Goal Column)
Begin Date	End Date	Number of Lives		Indicate Actual Outcome
01/01/2015	12/31/2015	45	43	45
01/01/2014	12/31/2014	42	40	45
01/01/2013	12/31/2013	51	48	42
01/01/2012	12/31/2012	40	38	51
01/01/2011	12/31/2011	39	38	40

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

The number of lives column is derived from the previous years outcome column. The data source for the "number of lives" and "Outcome" columns was obtained on July 6, 2016 from our state developed SafetyNet data spreadsheet. Data does not include not-in-commerce vehicles as stated in CFR 390.3 (F), Exceptions. The goals column was obtained from previous Washington State eCVSP's. The goal is expressed in actual fatality numbers. The outcome is the difference between the number of lives column and the actual outcome for the reporting period. Since negative indicators are not allowed in the above chart, the results are listed here: 2015 - our goal was 43 fatalities and the outcome was 45. 2014 - our goal was 40 fatalities and the outcome was 45. 2013 - our goal was 48 fatalities and the outcome was 42. 2012 - our goal was 38 fatalities and the outcome was 51. 2011 - our goal was 38 fatalities and the outcome was 40.

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

Washington State's intent with its goals as expressed in the eCVSP is to reduce all crashes involving commercial vehicles. A direct outcome from this strategy is a reduction in fatalities.

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

Instructions:

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

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

Goal measurement as defined by your State: Other Percentage

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	4	5	11
01/01/2014	12/31/2014	3	5	4
01/01/2013	12/31/2013	3	5	3
01/01/2012	12/31/2012	10	4	3
01/01/2011	12/31/2011	2	3	10

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

"Other" is defined by Washington State as a "percentage" to express its goal; the outcome column is expressed as a number "actual fatalities"; the number of lives column is derived from the previous year's outcome column. The data source for the "number of lives" and "Outcome" columns was obtained on June 24, 2016, from A&I. The goals column was obtained from previous Washington State eCVSP's. In 2015, in the city of Seattle, one crash involving a duck boat had five fatalities. The goal is a percentage reduction from the previous years actual outcome.

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

During the last five year period, twenty-four of the thirty-one passenger carrier fatalities listed above occurred outside of the MCSAP program. Although there are eleven fatalities in CY2015, nine of the fatalities occurred outside the MCSAP Lead Agency area of responsibility. Seven fatalities occurred in the city of Seattle;

1. one involved a motorcycle striking a legally parked unoccupied bus, another involved a government owned transit bus,
2. the last one involved a equipment failure on a 1945 GMC Duck (aquatic transportation vehicle) which crossed the centerline and struck a motor coach killing 5 passengers on the motor coach.

Of the remaining four fatalities, one involved a school bus in the city of Auburn, another one involved a government owned transit bus in the city of Spokane. The other two fatalities that occurred on State Routes are within the MCSAP program. They were:

1. A CMV crossed the centerline crashing into a passenger car killing the driver of the passenger car. After crashing into the passenger car the CMV continued and crashed into the front of the school bus. There were no fatalities in the CMV vs. school bus crash. The crash involving the school bus should not be considered a passenger carrier involved fatality since the school bus did not cause the crash and the school bus did not strike the passenger car.
2. The fatality involves a King County transit bus where a passenger car crossed the centerline and struck the bus. The driver of the passenger car was not wearing their seatbelt and died on impact.

Although the number of fatalities occurring in CY 2015 is unacceptable, we do not see this as a passenger carrier safety problem in the MCSAP program. Passenger carrier safety will be included in the states overall fatality reduction goals. The state regulated passenger carrier fatalities does not include government owned passenger vehicles.

Narrative: The passenger carrier fatalities listed in the bottom chart indicates the number of fatalities involving passenger carriers the MCSAP Lead Agency has the authority to regulate. As mentioned above, Washington State, including the lead MCSAP agency the Washington State Patrol, does not regulate government owned passenger vehicles. An example of this would be a city owned transit bus involved in a fatal crash with a pedestrian or other type of conveyance.

State regulated passenger carrier fatalities (does not include government owned passenger vehicles)

Measurement Period		Number of Lives (Fatalities - Previous Years Actual Fatalities)	% Reduction Goal for Current Year	Indicate Outcome
Begin Date	End Date	Number of Lives	% Reduction	Indicate Outcome
1/1/2015	12/31/2015	1	5%	2
1/1/2014	12/31/2014	0	5%	1
1/1/2013	12/31/2013	1	5%	0
1/1/2012	12/31/2012	3	4%	1
1/1/2011	12/31/2011	0	3%	3

Narrative: The passenger carrier fatalities listed in the bottom chart indicates the number of fatalities involving passenger carriers the MCSAP Lead Agency has the authority to regulate.

3 - State Hazardous Materials Fatality Reduction Trend Analysis: 2011 - 2015

Instructions:

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

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

Goal measurement as defined by your State: Actual # Fatalities

State Defined Measurement Period (Include 5 Periods)		Fatalities	Goal As Expressed In CVSP (State Defined Measurement)	Outcome (As It Relates To The Goal Column)
Begin Date	End Date	Number of Lives		Indicate Actual Outcome
01/01/2015	12/31/2015	2	1	6
01/01/2014	12/31/2014	2	1	2
01/01/2013	12/31/2013	3	1	2
01/01/2012	12/31/2012	2	1	3
01/01/2011	12/31/2011	1	1	2

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

The outcome column is expressed as the number of fatalities. The data source for the "number of lives" column was obtained on June 24, 2016, from A&I. The goals column was taken from previous state eCVSP's and the 'outcome' column data was derived from the WSP SafetyNet Database and state developed spreadsheet on June 24, 2016.

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

Hazardous Material carrier fatalities are included in the states overall fatality reduction goals listed in the eCVSP.

In CY2015, the three fatal crashes where hazmat carriers were involved are:

1. A passenger crossed the center line striking a CMV killing all four occupants in the passenger car.
2. A passenger car failed to yield the right of way to a CMV killing the driver of the passenger car. Passenger car driver failed to stop at stop sign.
3. A bicyclist drove around a passenger car stopped at a red traffic light and then continued through the intersection running the red traffic light and collided into the side of a tanker trailer. This occurred in the city limits of Tacoma.

The data listed above is for fatal crashes in which at least one of the vehicles was transporting a placardable amount of hazardous material. One of the crash fatalities was caused by the hazardous material and not the crash itself.

4 - Traffic Enforcement Trend Analysis: 2011 - 2015

Instructions:

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

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

State Defined Measurement Period (Include 5 Periods)		Number Of CMV Traffic Enforcement Stops with an Inspection	Number of Citations and Warnings Issued
Begin Date	End Date		
01/01/2015	12/31/2015	14235	21990
01/01/2014	12/31/2014	14739	21831
01/01/2013	12/31/2013	16691	23074
01/01/2012	12/31/2012	19961	29541
01/01/2011	12/31/2011	0	0

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

State Defined Measurement Period (Include 5 Periods)		Number Of CMV Traffic Enforcement Stops without Inspection	Number of Citations and Warnings Issued
Begin Date	End Date		
01/01/2015	12/31/2015	12675	21787
01/01/2014	12/31/2014	12084	20430
01/01/2013	12/31/2013	13515	20919
01/01/2012	12/31/2012	13006	21423
01/01/2011	12/31/2011	13877	24301

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

State Defined Measurement Period (Include 5 Periods)		Number Of Non-CMV Traffic Enforcement Stops	Number of Citations and Warnings Issued
Begin Date	End Date		
01/01/2015	12/31/2015	26430	47836
01/01/2014	12/31/2014	24657	45064
01/01/2013	12/31/2013	23194	41690
01/01/2012	12/31/2012	19527	35799
01/01/2011	12/31/2011	18694	34614

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

The data source used to capture the "enforcement stop" information listed above was obtained through a state owned time and activity database on June 24, 2016. The information on the number of CMV enforcement stops with an inspection was not available prior to

January 1, 2012.

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:

Upon notification of a request for a safety presentation, CVEB officers will participate in 100% of all safety presentations requested from the industry, community groups, and other stakeholders. Officers will report the type of presentation given, the audience, and the number of participants to their supervisor for inclusion in the MCSAP quarterly report.

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

Provide 300 CMV related safety presentations to stakeholders during the grant performance period.

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

From January 1, 2016 thru April 30, 2016, our officers have conducted 122 presentations to approximately 6,739 attendees. The focus of the presentations have been CMV rules, regulations and safety related issues.

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

So far, we have been able to provide all of the requested for safety presentations.

Activity #2

Activity: Describe Outreach and Education activity conducted:

Coordinate with event organizers of the Governors Safety Conference and Agriculture Safety Day to identify topics for displays and presentations and provide officers to staff display booths and provide presentations.

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

Number of presentations given, number of contacts made at display booths and the number of officers provided to staff display booths and give presentations as requested by organizers of the Governors Safety Conference and Agriculture Safety Day Conference during the grant performance period.

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

Our officers attended both conferences and presented CMV safety related topics to over 200 attendees.

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

No issues.

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.

1. Front line supervisors will analyze the FMCSA reportable crash spreadsheet developed by SafetyNet staff on a monthly basis to strategically deploy officers in high crash areas with a goal to reduce reportable crashes by 5% during the grant performance period. 2. Team leaders of the Strike Force Team and the TACT Detachment will conduct eight (8) two (2) day emphases in the grant performance period according to statistical data evaluated from the FMCSA reportable crash spreadsheet and the SafetyNet database with a goal of completing the emphasis during the grant performance period. Each emphasis will have a minimum of 4 officers scheduled for 8 hours each. Through CMV inspections and contacting aggressively driven CMVs and cars driven around CMVs it will achieve our goal of reducing CMV involved crashes by 5%. 3. The state will monitor and evaluate the effectiveness of its CMV Crash Reduction Goal through quarterly reports submitted through their chain of command to the MCSAP Manager. The quarterly reports will identify each areas efforts towards achieving our crash reduction goal.

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

Decrease commercial motor vehicle related crashes on interstate highways and state routes by 5%.

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

1. When we compare January 1, 2016 through June 30, 2016 to the same time period in 2015, we have experienced an increase in all crashes by 19% (679 in 2015 compared to 813 in 2016) and an increase in fatality crashes from 8 in 2015 to 19. Injury crashes have also increased from 83 in 2015 to 97 in 2016. 2. To work towards our stated goal of reducing CMV related crashes on interstate and state routes by 5%, so far year to date in 2016, our officers have conducted eight emphasis in areas where we experience a higher than average number of CMV involved crashes. During the eight emphasis a total of 2,601 CMV have been contacted for an inspection or traffic violation. In addition, 1,108 passenger cars were contacted for violations while operating around CMVs. 3. Our supervisors and managers monitor our officers activities and work locations to best deploy our resources. Their efforts at reducing our crashes are reported in the supervisors quarterly report.

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

As traffic volumes increase, we are doing our best to deploy our limited resources in high crash areas and target aggressive driving behaviors of both the driver of the CMV and of passenger cars operating around a CMV.

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:

Reportable CMV involved crashes in Washington State increased from 1,551 in CY 2014 to 1,634 in CY 2015, an increase of 83 (5%). Driver error occurred in 1,526 or 93% of the CY2015 CMV involved crashes in Washington State.

Fatalities from crashes remained the same in CY 2014 and CY 2015 at 45 lives lost. In CY 2015, injuries from CMV crashes increased from 199 in CY 2014 to 224 in CY 2015, an increase of 25 or 12%.

Washington State's top five CMV crash causing violations in FY 2015:

1. Driver Inattention
2. Speed violations
3. Fail to Yield Right of Way Violation
4. Defective Equipment
5. Following too Closely

Year	2011	2012	2013	2014	2015	*2016
Total Crashes	1,476	1,551	1,317	1,551	1,634	813
CMV Driver Caused	749	760	691	810	837	426
Passenger Car Driver Caused	648	720	561	666	689	345
Other Caused Crashes	79	71	65	75	108	42
Fatalities (Lives)	40	51	40	45	45	23
CMV Driver Caused	14	15	10	12	10	6
Passenger Car Driver Caused	17	27	18	26	21	10
Other Caused Crashes	3	4	6	3	5	3
Injuries	188	204	172	199	224	119
CMV Driver Caused	85	81	60	69	85	45
Passenger Car Driver Caused	67	88	76	86	75	45
Other Caused Crashers	9	9	9	11	16	7

Enter Data Source Capture Date:

07/06/2016

Enter Data Source:

The Data Source for the 2011-2016 crash data is the SafetyNet database and our state developed crash spreadsheet. The 2016 crash data column represents January 1 through June 30. The crash data is maintained and analyzed by the MCSAP program manager. Data does not include statistics for not-in-commerce vehicles as stated in CFR 390.3 (F), Exceptions. *Fatalities are the total number of lives lost.

Enter Crash Reduction Goal

Decrease commercial motor vehicle related crashes on interstate highways and state routes by 5%.

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.

Front line supervisors will analyze the FMCSA reportable crash spreadsheet developed by SafetyNet staff on a monthly basis to strategically deploy officers in high crash areas with a goal to reduce reportable crashes by 5% during the grant performance period.

Team leaders of the Strike Force Team and the TACT Detachment will conduct a minimum of eight (8) two (2) day emphases in the grant performance period according to statistical data evaluated from the FMCSA reportable crash spreadsheet and the SafetyNet database with a goal of completing the emphases during the grant performance period. Each emphases will have a minimum of four officers scheduled for eight hours each. Through CMV inspections and contacting aggressively driven CMVs and cars driven around CMVs we will achieve our goal of reducing CMV involved crashes by 5%. Commercial carriers include general freight, cargo tank, hazmat, and passenger carriers.

The state will monitor and evaluate the effectiveness of its CMV Crash Reduction Goal through quarterly reports submitted through their chain of command to the MCSAP Manager. The quarterly reports will identify each area's efforts towards achieving our crash reduction goal.

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.

Decrease the number of all reportable CMV and passenger carrier involved crashes in the grant performance period, including fatality and injury crashes by 5% to a total of 1,553 when compared to FY 2014 crash totals of 1,635. Quarterly reports on the progress in reducing crashes will be submitted to the MCSAP manager through the chain of command from all front line supervisors, TACT detachment, and Strike Force Team leaders. The result will be provided to the CVEB command staff for evaluation and, if necessary, to modify enforcement activities to achieve the 5% crash reduction goal. A quarterly report outlining the quarters activities will be submitted to FMCSA.

2 - State Safety Data Quality and Information Systems Objective

Instructions:

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

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

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

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

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

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

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

The information for the SSDQ ratings was obtained from A & I on June 22, 2016.

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

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

No difficulties encountered through the beginning of FY 2016 and the writing of this grant.

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.

N/A

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.

N/A

3 - Passenger Carrier Enforcement**Instructions:**

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

Check this box if:

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

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

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

Check this box if:

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

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

33

Performance Objective: Enter performance objective(s).

Officers will verify all carriers out of service (OOS) status and applicable operating authority at the time of the inspection. Officers shall take appropriate enforcement action on all OOS carriers. Officers will forward a copy of the inspection report to the local FMCSA office through their chain of command. All CVEB officers have access to the ISS system and FMCSA Portal, including Query Central. If the information is not available during the CVSA inspection, the officers will contact the local FMCSA office or validate the carriers OOS status and applicable operating authority when information is available. CDL's are verified through the National Law Enforcement Telecommunications System (NLETS), Commercial Drivers License Information System (CDLIS) or Washington State's Department of Licensing.

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

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

- Conduct Driver and Vehicle Inspections (complete activity projections in the Commercial Vehicle Enforcement Activities section 1)**
- Conduct Traffic Enforcement Activities (complete activity projections in the Commercial Vehicle Enforcement Activities section 2)**
- Conduct Carrier Investigations [CSA] (complete activity projections in the Commercial Vehicle Enforcement Activities section 3)**
- Conduct Effective Data Collection and Reporting (complete activities in the CMV Safety Program Objectives section 2)**

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

By CVEB policy and training, all CVEB and local law enforcement officers are expected to check driver/company status on all enforcement stops. When an officer is working in an area where they do not have connectivity, they shall record all pertinent company/driver information on a Uniform Driver/Vehicle Inspection Report (UDVIR) for verifying OOS status and applicable operating authority by SafetyNet staff. If an officer determines a driver/company was OOS at the time of the enforcement stop, they are to notify their supervisor who will forward the information to the MCSAP manager so the original inspection can be amended accordingly. If a citation is warranted, the officer shall complete and forward to the appropriate court for action (this information is advanced to the MCSAP manager so the inspection can be updated accordingly). When an officer determines a driver/company was OOS at the time of enforcement stop, they are to forward appropriate copied/scanned/photographed documentation (taken at the time of the enforcement stop), along with the officers case report to FMCSA.

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

Washington State identified 33.33% (one out of three) of OOS carriers classified as unfit/imminent hazard. Our primary strategy is discussing the OOS carrier information at our bi-annual supervisor meetings. In addition, when an officer does not correctly identify an OOS carrier, the supervisors notified and is required to discuss the situation with the officer and respond to the MCSAP Manager with an explanation on the reason the carrier was not identified. Another key component of our OOS strategy is validating the company and driver information on handwritten inspection reports through the FMCSA Portal, Query Central program, on 100% of the handwritten Uniform Driver/Vehicle Inspection Reports submitted to the SafetyNet work group prior to being entered into the federal database. The OOS information will be tracked and reported to the MCSAP manager for evaluation and inclusion in the quarterly progress report submitted to FMCSA. The results of the audits will be shared with the CVEB command staff.

We will monitor our progress using the monthly FMCSA PRISM reports and include the results in our quarterly MCSAP report.

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

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

Check this box if:

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

6 - State-Identified Objective (Optional)

Instructions:

Describe any other identified State-specific objectives.

State Objective #1

Enter the title of your State-Identified Objective.

Traffic Enforcement

Problem Statement Narrative: Describe problem identified by performance data.

The CVEB has sixty-nine (69) fully commissioned officers whose primary areas of CMV enforcement include rural roads, state routes, county roads and interstates in Washington State. Washington State has identified the top five driver crash causing violations listed below for all reportable CMV crashes. The crash causing violations will be a focus of our enforcement and education efforts. 1. Driver Inattention 2. Speeding 3. Failing to Yield Right of Way 4. Defective Equipment 5. Following too Closely
 Year 2016* Driver Inattention - 18 (Driver inattention can be a catch all for officers in the field. Our analyst is reviewing each driver inattention crash to determine if the primary cause can be determined. By doing this we have been able to reduce the number of driver inattention primary violations.)
 Speeding - 157 Failing to Yield Right of Way - 96 Defective Equipment - 52 Following too Closely - 61
 Year 2015 Driver Inattention - 325 Speeding - 278 Failing to Yield Right of Way - 196 Defective Equipment - 97 Following too Closely - 116
 2014 Driver Inattention - 364 Speeding - 319 Failing to Yield Right of Way - 168 Defective Equipment - 98 Following too Closely - 95
 2013 Driver Inattention - 212 Speeding - 270 Failing to Yield Right of Way - 136 Defective Equipment - 72 Following too Closely - 94
 2012 Driver Inattention - 178 Speeding - 359 Failing to Yield Right of Way - 150 Defective Equipment - 61 Following too Closely - 110 *DATA for 2016 is from January 1, 2016 to May 31, 2016

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

Through CMV and non-CMV traffic enforcement and education outreach, the CVEB objective is to reduce the number of CMV reportable crashes, including injury and fatality, during the grant performance period by 5% or a total of 82 to 1,552 from CY 2015 totals of 1,634. CVEB's goal is to reduce the overall top five crash causing violations by CMV and passenger car drivers by 5%: inattention reduced to 309, speed to 264, fail to yield to 186, defective equipment to 92, and following to closely to 110, in CY2017 compared to CY2015. Traffic enforcement will be conducted in identified high crash areas throughout Washington State. The crash areas will be identified through crash data analysis.

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

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

- Conduct Driver and Vehicle Inspections (complete activity projections in the Commercial Vehicle Enforcement Activities section 1)**
- Conduct Traffic Enforcement Activities (complete activity projections in the Commercial Vehicle Enforcement Activities section 2)**
- Conduct Carrier Investigations [CSA] (complete activity projections in the Commercial Vehicle Enforcement Activities section 3)**
- Conduct Public Education and Awareness (complete activities in the Commercial Vehicle Enforcement Activities section 4)**
- Conduct Effective Data Collection and Reporting (complete activities in the CMV Safety Program Objectives section 2)**

Program Activities: Describe the activities that will be implemented including level of effort, if not described in Enforcement of Federal Out-of-Service Orders during Roadside Activities (Section 4).

Through CMV and non-CMV traffic enforcement, reduce the number of CMV reportable involved crashes, including injury and fatality, during the performance period by 5% to 1,552 from CY2015 totals of 1,634. Reduce the top five crash causing violations by CMV and passenger car drivers during the grant performance period when compared to CY2015 totals by 5%. Team leaders of the Strike Force team and the TACT team will schedule and conduct eight two-day emphases during the grant performance period in high crash areas as identified in the the SafetyNet crash database during the

grant performance period.

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

Track and record the number of emphasis, enforcement stops and types of violations conducted by the Strike Force team and TACT team during the performance period. The emphasis will target high crash locations identified through analysis of SafetyNet crash data. Traffic enforcement activities will be reported to the MCSAP manager for evaluation and inclusion in the quarterly progress report submitted to FMCSA. During the quarterly evaluation of activities and crash data, the outcome will be shared with the CVEB Command Staff and supervisors for staff deployment and, if necessary, adjust enforcement activities to achieve the 5% crash reduction goal.

State Objective #2

Enter the title of your State-Identified Objective.

Traffic Enforcement - Seat belt usage

Problem Statement Narrative: Describe problem identified by performance data.

The state of Washington, through random surveys conducted by our officers through out the state, has a seat belt compliance rate of 98%. Our goal is 100% compliance.

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

CVEB officers will conduct statewide seatbelt surveys quarterly; increase CMV driver seat belt use to 98.5% during the performance period from 98% in FY 2015, through education and enforcement.

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

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

- Conduct Driver and Vehicle Inspections (complete activity projections in the Commercial Vehicle Enforcement Activities section 1)**
- Conduct Traffic Enforcement Activities (complete activity projections in the Commercial Vehicle Enforcement Activities section 2)**
- Conduct Carrier Investigations [CSA] (complete activity projections in the Commercial Vehicle Enforcement Activities section 3)**
- Conduct Public Education and Awareness (complete activities in the Commercial Vehicle Enforcement Activities section 4)**
- Conduct Effective Data Collection and Reporting (complete activities in the CMV Safety Program Objectives section 2)**

Program Activities: Describe the activities that will be implemented including level of effort, if not described in Enforcement of Federal Out-of-Service Orders during Roadside Activities (Section 4).

CVEB officers will: - conduct statewide seat belt surveys quarterly; - conduct one emphasis a quarter focused on seat belt usage; - conduct outreach activities with carriers and drivers to discuss the importance of seat belt usage in an attempt to gain compliance.

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

Increase seat belt use by CMV drivers from 98% in FY 2015 to 98.5% during the grant performance period, utilizing education and enforcement activities.

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.

Inspections are conducted at fifty-three (53) permanent inspection facilities including five (5) Ports of Entry's (POE), one (1) POE is within thirty (30) miles of the Canadian Border. In addition, officers receive training on conducting roadside inspections in accordance with CVSA policies and procedures. Washington State participates in CVSA sponsored emphases, in partnership with FMCSA "Operation Safe Driver", "Road Check", "Operation Air Brake", "National All American Buckle-Up Week", and Washington State sponsored "Open Scales" and "Chain Enforcement".

Per FAST Act, the number of motor carrier safety activities for the state of Washington, including roadside safety inspections, conducted in the State must be maintained at a level at least equal to the average level of such activities conducted in the State in fiscal years 2004 and 2005. FMCSA determined the State needs to have 128,858 motor carrier safety activities to meet the 95% requirement of the Fast Act. In reviewing our previous years activities and staffing levels, we are at approximately 83.7% of normal staffing. In 2004/2005 we averaged 229.5 FTE's (first line supervisors and inspectors). In 2015, our staffing level was 192 FTE's which is 16.3% below 2004/2005. In addition, since 2004/2005, we discovered that our state mandated Tow and Wrecking program was entering their tow truck inspections into SafetyNet as a CVSA Level 5. In 2014, this was changed. The Tow and Wrecking inspections are now listed as CVSA Level 7 inspections and are not uploaded to the FMCSA. In 2004/2005 this accounted for approximately 5,100 inspections. The Washington State Patrol has also began an aggressive recruiting campaign to fill all our vacancies. It is anticipated that our vacancy rate will be lower over the next year. Although our goal for FY2017 is below the 95% Fast Act requirement, we will make a concerted effort to meet it.

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: WASHINGTON STATE PATROL

Enter the total number of certified officers in the Lead agency: 229

FY 2017 Driver/Vehicle Inspection Goals					
Inspection Level	Estimated Performance Goal				Percentage by Level
	Non-Hazmat	Hazmat	Passenger	Total	
Level 1	15530	819	77	16426	14.25%
Level 2	33617	1444	89	35150	30.49%
Level 3	62768	503	429	63700	55.26%
Level 4	0	0	0	0	0.00%
Level 5	0	0	0	0	0.00%
Level 6	0	0	0	0	0.00%
Sub-Total Lead Agency	111915	2766	595	115276	

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.

WASHINGTON UTILITIES AND

Enter the name of the Funded Agency: TRANSPORTATION COMMISSION

Enter the total number of certified officers in this funded agency: 6

FY 2017 Driver/Vehicle Inspection Goals					
Inspection Level	Estimated Performance Goal				Percentage by Level
	Non-Hazmat	Hazmat	Passenger	Total	
Level 1	15	0	70	85	34.00%
Level 2	0	0	10	10	4.00%
Level 3	5	0	75	80	32.00%
Level 4	0	0	0	0	0.00%
Level 5	25	0	50	75	30.00%
Level 6	0	0	0	0	0.00%
Sub-Total Funded Agencies	45	0	205	250	

Non-Funded Agencies

Enter the number of non-funded agencies:	24
Enter the total number of non-funded certified officers:	38

Summary

Total FY 2017 Driver/Vehicle Inspection Goals For Lead, Funded and Non-Funded Agencies					
MCSAP Lead Agency: WASHINGTON STATE PATROL					
# certified officers: 229					
Funded Agencies: WASHINGTON UTILITIES AND TRANSPORTATION COMMISSION					
# certified officers: 6					
Number of Non-Funded Agencies: 24					
# certified officers: 38					
	Estimated Performance Goal				
Inspection Level	Non-Hazmat	Hazmat	Passenger	Total	Percentage by Level
Level 1	15545	819	147	16511	14.29%
Level 2	33617	1444	99	35160	30.43%
Level 3	62773	503	504	63780	55.21%
Level 4	0	0	0	0	0.00%
Level 5	25	0	50	75	0.06%
Level 6	0	0	0	0	0.00%
Total ALL Agencies	111960	2766	800	115526	

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.

Washington State seeks to eliminate traffic deaths and disabling injuries. The state has a goal of achieving Target Zero in traffic deaths and disabling injuries on state roadways by 2030. The CVEB has seventy-six (69) fully commissioned officers whose primary areas of CMV enforcement include rural roads, state routes, county roads and interstates in Washington State. The top five driver crash causing violations for all reportable CMV crashes will be a focus of their enforcement and education. In addition, the officers have authority to enforcement CMV traffic laws. Further,

The CVEB has MOU's to enforce federal regulations involving CMVs with 24 city and county agencies. The city and county agencies have 38 certified officers in CMV enforcement and participate in the MCSAP program. All officers conducting inspections are CVSA certified and attend quarterly training. All officers submit their inspections through the ASPEN system. If an officer completes a hand written inspection form, the inspection report is sent to the CVEB headquarters and entered into SafetyNet by MCSAP funded employees.

Inspections are conducted at fifty-three (53) permanent inspection facilities including five (5) Ports of Entry's (POE), one (1) POE is within thirty (30) miles of the Canadian Border. In addition, officers receive training on conducting roadside inspections in accordance with CVSA procedures. Washington State participates in the following CVSA sponsored emphases, in partnership with FMCSA; "Operation Safe Driver", "Road Check", "Operation Air Brake", "National All American Buckle-Up Weeks", and a Washington State sponsored "Open Scales" and "Chain Enforcement". Washington State has two Hazardous Materials (HM) Transportation Specialists (HMTS) who develop and implement HM training and enforcement strategies statewide. Washington State HMTS participate in the Cooperative HM Enforcement Development Conference (COHMED), the Pipeline and Hazardous Materials Safety Administration Conference and in the Alliance for Uniform HM Procedures Conference. Automated License Plate Readers (ALPR) have been installed in eleven (11) CVISN sites around the state. The ALPR's have been very successful in checking the PRISM file and identifying over license capacity, expired tonnage, verify log book entries for falsification and expired registration violations. Quarterly reports on the states progress in reducing crashes will be submitted to the MCSAP manager through the chain of command from all front line supervisors, TACT team, and Strike Force team leaders. The results will be provided to the CVEB command staff for evaluation of high risk locations and corridors and, if necessary, to modify enforcement activities and personnel to achieve the 5% crash reduction goal. A quarterly report outlining the quarters activities will be submitted to FMCSA.

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	6000
<input checked="" type="radio"/>	<input type="radio"/>	CMV without Inspection	600
<input checked="" type="radio"/>	<input type="radio"/>	Non-CMV	8500
<input checked="" type="radio"/>	<input type="radio"/>	Comprehensive and high visibility in high risk locations and corridors (special enforcement details)	2500

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 WSP has 678 troopers and sergeants assigned to Field Operations Bureau (FOB) which have the authority and responsibility to stop CMV's when the trooper observe a traffic violation. If the trooper needs additional assistance with the traffic stop, a CVEB officer

will be notified.

3 - Carrier Investigations

Instructions:

Describe the State's implementation of FMCSA's interventions model to the maximum extent possible for interstate carriers and any remaining or transitioning compliance review program activities for intrastate motor carriers. Include the number of personnel and FTE assigned to this effort.

Performance Objective: Enter performance objective(s) including the number of Interventions/Investigations from the previous year and the goal for FY 2017

The Compliance Investigation (CI) Program has one lieutenant, one Commercial Vehicle Enforcement Officer 4 (CVEO), three supervisors (CVEO 3's), and twenty investigators (CVEO 2's) conducting interstate and intrastate compliance investigations. In 2012, Washington State enacted a law mandating all intrastate carriers over 16,000 lbs obtain a USDOT number before registering their vehicle(s) with the Washington State Department of Licensing. Two UTC Specialists conduct compliance investigations. Carriers are selected for compliance investigations by using the following criteria: - Fatality/Injury Crashes - SMS (CSA BASIC's) - Formal Complaints - Out of Service Order Violations - Officer Referrals (i.e. safety audits) - Follow-up investigations Performance Objective: Utilize CI's in support of the Washington State's effort to achieve a 5% reduction in CMV crashes. CI's will incorporate the tools listed above (CSA BASIC's, SMS, complaints, etc.) in the selection criteria while conducting investigations on identified high risk carriers.

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.

CI's will incorporate the tools listed above (CSA BASIC's, SMS, Complaints, etc...) in the selection criteria while conducting investigations on identified high risk carriers.

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).

Compliance investigators will complete 220 enhanced compliance investigations on carriers identified with the selection criteria listed above. The number of investigations was reduced from the previous eCVSP because enhanced CI's are more thorough and take more time.

Currently, we have 10 vacancies within our compliance investigation unit. Once our staffing levels return to normal, we anticipate exceeding our stated goal.

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

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

Our State does not conduct reviews/investigations.

FY 2017 Carrier Investigation Goals		
Review/Investigation Type	Interstate Goals	Intrastate Goals
Rated and Non-rated Reviews (Excludes CSA & SCRs)		
Non-HM Cargo		18
Passenger		24
HM		6
Rated and Non-rated Reviews (Excludes CSA & SCRs) Total	0	48
CSA Off-Site Investigations		
Non-HM Cargo CSA Off-Site	0	0
Passenger CSA Off-Site	0	0
HM CSA Off-Site	0	0
CSA Off-Site Investigations Sub-total	0	0
CSA On-Site Focused Investigations		
Non-HM Cargo CSA On-Site Focused	47	22
Passenger CSA On-Site Focused	12	8
HM CSA On-Site Focused	5	5
CSA On-Site Focused Investigations Sub-total	64	35
CSA On-Site Comprehensive		
Non-HM Cargo CSA On-Site Comprehensive	18	16
Passenger CSA On-Site Comprehensive	8	17
HM CSA On-Site Comprehensive	2	2
CSA On-Site Comprehensive Sub-total	28	35
CSA Investigations (all Types) Total	92	70
HM-Related Review Types		
Security Contact Reviews (SCRs)	5	5
Cargo Tank Facility Reviews	0	0
Shipper Reviews	0	0
HM-Related Review Types Total	5	5
ALL REVIEW TYPES GRAND TOTAL	97	123

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

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.:

To increase the safety awareness of the motoring public, commercial carriers and drivers through public education and outreach activities. Our objective is to fulfill 100% of the education and outreach requests.

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	248
<input checked="" type="radio"/>	<input type="radio"/>	CMV Safety Belt Education and Outreach	10
<input checked="" type="radio"/>	<input type="radio"/>	State Trucking Association Meetings	5
<input checked="" type="radio"/>	<input type="radio"/>	State-sponsored outreach events	2
<input checked="" type="radio"/>	<input type="radio"/>	Local educational safety events	25
<input checked="" type="radio"/>	<input type="radio"/>	Teen safety events	10

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

N/A

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):

1. Provide 300 CMV related safety presentations to stakeholders during the grant performance period.
2. Track and record the number of presentations provided, number of people contacted at information booths, and the number of officers provided to staff booths and give presentations as requested by organizers of the Governors Safety Conference and the Agriculture Safety Day Conference during the grant performance period.

Spending Plan

B&I Spending Plan

What is a Spending Plan?

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

What does a Spending Plan do?

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

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

The spending plan serves a number of critical functions:

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

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

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

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

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

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

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

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

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

Allowable amount for Overtime (15% of total award amount without justification): \$1,128,880.00

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
Salary (MOE)		100	2080		\$0.00	\$0.00	\$0.00	\$7,960,844.00
Administrative Assistant 3	1	50	2080	\$20.35	\$21,164.00	\$17,989.40	\$3,174.60	\$0.00
Assistant Chief	1	25	2080	\$67.94	\$35,328.80	\$30,029.48	\$5,299.32	\$0.00
Captain	1	100	2080	\$61.09	\$127,067.20	\$108,007.12	\$19,060.08	\$0.00
Confidential Secretary	1	25	2080	\$27.74	\$14,424.80	\$12,261.08	\$2,163.72	\$0.00
Transportation Planning Specialist 2	1	100	2080	\$32.48	\$67,558.40	\$57,424.64	\$10,133.76	\$0.00
Commercial Vehicle Enforcement Officer 2	22	100	2080	\$27.71	\$1,268,009.60	\$1,077,808.16	\$190,201.44	\$0.00
Commercial Vehicle Enforcement Officer 3	6	100	2080	\$32.13	\$400,982.40	\$340,835.04	\$60,147.36	\$0.00
Information Technology Systems Specialist 3	2	100	2080	\$32.51	\$135,241.60	\$114,955.36	\$20,286.24	\$0.00
Information Technology Systems Specialist 4	1	100	2080	\$35.90	\$74,672.00	\$63,471.20	\$11,200.80	\$0.00
Information Technology Systems Specialist 5	1	100	2080	\$40.62	\$84,489.60	\$71,816.16	\$12,673.44	\$0.00
Lieutenant	1	100	2080	\$54.21	\$112,756.80	\$95,843.28	\$16,913.52	\$0.00
MCSAP Manager	1	90	2080	\$41.33	\$77,369.76	\$65,764.30	\$11,605.46	\$0.00
Research Analyst 2	1	100	2080	\$22.45	\$46,696.00	\$39,691.60	\$7,004.40	\$0.00
Secretary Senior	2	100	2080	\$17.60	\$73,216.00	\$62,233.60	\$10,982.40	\$0.00
Transportation Planning Technician 2	2	100	2080	\$24.75	\$102,960.00	\$87,516.00	\$15,444.00	\$0.00
Research Analyst 3	1	100	2080	\$25.39	\$52,811.20	\$44,889.52	\$7,921.68	\$0.00
Commercial Vehicle Enforcement Officer 1	4	100	2080	\$25.09	\$208,748.80	\$177,436.48	\$31,312.32	\$0.00
Commercial Vehicle Enforcement Officer 4	2	100	2080	\$38.17	\$158,787.20	\$134,969.12	\$23,818.08	\$0.00
Sub-Total Salary					\$3,062,284.16	\$2,602,941.54	\$459,342.62	\$7,960,844.00

Overtime Information								
Overtime	9	5	2080	\$57.51	\$53,829.36	\$45,754.97	\$8,074.39	\$162,201.00
Sub-Total Overtime					\$53,829.36	\$45,754.97	\$8,074.39	\$162,201.00
TOTAL PERSONNEL					\$3,116,113.52	\$2,648,696.51	\$467,417.01	\$8,123,045.00

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

The WSP CVEB funds the equivalent of 59.4 FTE's using MCSAP funds. If an officer performs a function that is not MCSAP eligible their time is coded on their Time and Activity Report (ie. Time Card) so the costs will not be charged to the MCSAP grant. The MCSAP grant is only charged for actual hours worked performing MCSAP eligible activities (ie, personnel costs, fringe benefits, etc.). The overtime in the budget will not exceed the 15% maximum threshold. Twenty-three of the FTE's are assigned to the Compliance Review program; three are assigned to the training/haz-mat section, one is the MCSAP manager and the remaining perform management and oversight functions related to MCSAP. The total for personnel is \$3,062,284.16 (Does not include overtime dollars above).

Salaries were estimated based on the current actual salaries of the individuals expected to work on grant funded activities adjusted for salary increases to go into effect on July 1, 2016. Not all individuals are assigned to the grant full time, so those salaries were adjusted by the percentage of time they will work on the grant. Based on the number of employees and their percentage of assignment to grant funded activities, we expect an average of 59.4 full-time equivalents (FTEs) to work on the grant.

Work year hours was calculated by multiplying 59.4 FTEs by 2,080 hours per year per FTE to get a total of 123,552 hours. Computed salary as noted above was divided by the 123,552 work year hours to derive the average hourly rate of \$24.79. WSP has used this average because salaries vary widely among the various positions working on the grant.

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
Administrative Assistant 3	44.84	\$21,164.00	\$9,489.94	\$8,066.45	\$1,423.49	\$0.00
Assistant Chief	18.81	\$35,328.80	\$6,645.35	\$5,648.55	\$996.80	\$0.00
Captain	21.32	\$127,067.20	\$27,090.73	\$23,027.12	\$4,063.61	\$0.00
Confidential Secretary	37.35	\$14,424.80	\$5,387.66	\$4,579.51	\$808.15	\$0.00
Transportation Planning Specialist 2	35.51	\$67,558.40	\$23,989.99	\$20,391.49	\$3,598.50	\$0.00
Commercial Vehicle Enforcement Officer 2	40.92	\$1,268,009.60	\$518,869.53	\$441,039.10	\$77,830.43	\$0.00
Commercial Vehicle Enforcement Officer 3	37.94	\$400,982.40	\$152,132.72	\$129,312.81	\$22,819.91	\$0.00
Information Technology Systems Specialist 3	35.11	\$135,241.60	\$47,483.33	\$40,360.83	\$7,122.50	\$0.00
Information Technology Systems Specialist 4	33.57	\$74,672.00	\$25,067.39	\$21,307.28	\$3,760.11	\$0.00
Information Technology Systems Specialist 5	32.19	\$84,489.60	\$27,197.20	\$23,117.62	\$4,079.58	\$0.00
Lieutenant	21.49	\$112,756.80	\$24,231.44	\$20,596.72	\$3,634.72	\$0.00
MCSAP Manager	31.64	\$77,369.76	\$24,479.79	\$20,807.82	\$3,671.97	\$0.00
Research Analyst 2	42.40	\$46,696.00	\$19,799.10	\$16,829.23	\$2,969.87	\$0.00
Secretary Senior	48.91	\$73,216.00	\$35,809.95	\$30,438.46	\$5,371.49	\$0.00
Transportation Planning Technician 2	39.68	\$102,960.00	\$40,854.53	\$34,726.35	\$6,128.18	\$0.00
Research Analyst 3	39.68	\$52,811.20	\$20,955.48	\$17,812.16	\$3,143.32	\$0.00
Commercial Vehicle Enforcement Officer 1	43.20	\$208,748.80	\$90,179.48	\$76,652.56	\$13,526.92	\$0.00
Commercial Vehicle Enforcement Officer 4	35.36	\$158,787.20	\$56,147.15	\$47,725.08	\$8,422.07	\$0.00
Fringe Benefit (MOE)			\$0.00	\$0.00	\$0.00	\$2,503,291.00
Sub-Total Fringe Benefits			\$1,155,810.76	\$982,439.14	\$173,371.62	\$2,503,291.00

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

Benefits were estimated based on the current actual salaries of the individuals expected to work on grant funded activities adjusted for salary increases to go into effect July 1, 2016 and the various benefit rates/amounts applicable to each position. The total calculated benefits were divided by the computed salaries to determine an average fringe benefit rate.

*Benefits include set rates for OASDI, Retirement and Medicare (6.2%, variable depending on collective bargaining agreement, and 1.45% respectively). Industrial insurance and health insurance are a set amount each month per employee (\$33/mo or \$160/mo depending on the position's risk and \$888/month, respectively). Since salaries vary by position and individual within position, it is impossible to assign a single rate for the fixed benefits cost for all employees. In order to provide a rate for the FMCSA grant application, we calculated an average total benefits rate per position. The benefits rate was calculated as the total benefits for each position divided by the total salary for the position. Rates vary substantially - as salaries increase, the relative percentage of the fixed benefits cost decreases, hence the Secretary Senior position shows a benefits rate of 47.86% while the Assistant Chief's position shows a rate of only 19.22%.

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 IT User Workshop	3	5	\$3,498.00	\$2,973.30	\$524.70	\$0.00
Statewide Supervisor meeting	25	6	\$20,000.00	\$17,000.00	\$3,000.00	\$0.00
In state inspector challenge travel	10	2	\$5,000.00	\$4,250.00	\$750.00	\$0.00
Compliance Investigation in-service training	22	2	\$5,000.00	\$4,250.00	\$750.00	\$0.00
Compliance Investigation in state travel and training costs	20	50	\$10,000.00	\$8,500.00	\$1,500.00	\$0.00
Training/Travel costs for MCSAP personnel	3	5	\$6,000.00	\$5,100.00	\$900.00	\$0.00
In state travel for IT support of MCSAP activities	4	50	\$6,000.00	\$5,100.00	\$900.00	\$0.00
Travel (MOE)			\$0.00	\$0.00	\$0.00	\$67,842.00
MCSAP Planning Meeting	2	8	\$2,720.00	\$2,312.00	\$408.00	\$0.00
NAIC	2	7	\$3,265.00	\$2,775.25	\$489.75	\$0.00
CVSA Fall Conf.	5	5	\$6,775.00	\$5,758.75	\$1,016.25	\$0.00
CVSA Spring Conf.	5	5	\$6,800.00	\$5,780.00	\$1,020.00	\$0.00
Cohmed Conference	2	7	\$5,208.00	\$4,426.80	\$781.20	\$0.00
Sub-Total Travel			\$80,266.00	\$68,226.10	\$12,039.90	\$67,842.00

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

The state of Washington follows federal and state policies and uses federal per diem rates not actual costs.

The budgeted amount for travel is \$73,267. For the six conferences/workshops our staff will be attending the total cost is \$28,266.00. At each conference, the WSP personnel participate in numerous committee meetings. The committees our personnel participate in discuss critical issues involving CMV safety and provide information on Washington State's position on these matters. The amount of personnel attending each conference is based on our perceived need to successfully represent Washington State's interests.

The remaining travel budget allocations are to directly support CVEB's mission to initiate and implement a successful MCSAP plan. These costs include the following:

1. In-state travel for information technology (IT) support of the MCSAP program – \$5,000.00. IT support travel is used in support of our statewide deployment of Aspen, Century, and other MCSAP related programs. It is necessary to maintain the program when we encounter system problems so accuracy and timeliness of our data is not compromised. We are going to take approximately 50 two day trips during the performance period. All costs in travel for IT support that exceed the \$5,000 will be paid with non-MCSAP funds. The budgeted amount for IT support travel in this proposal is based on past costs for similar activities. Vouchering will be based on exact costs.
2. Training costs for CI, PVI, and other MCSAP eligible training programs - \$5,000.00. The budgeted amount for MCSAP eligible training programs in this proposal is based on past costs for similar activities. The budgeted amount will also pay for the instructors travel costs for conducting in-service training for the 47 CVSA certified local law enforcement officers. All costs in this travel line item that exceed the \$5,000 will be paid with non-MCSAP funds. Vouchering will be based on exact costs.
3. Compliance Investigation in-state travel and training costs - \$10,000. The budgeted amount will be used to support the travel of our compliance investigators while conducting compliance investigations on carriers throughout the state of Washington. In addition, if new investigators need to attend training, funds in this line item will be used. All costs exceeding the \$10,000 will be paid with non-MCSAP funds. Vouchering will be based on exact costs.

4. Compliance Review In-service Training - \$5,000. The budgeted amount for the in-service training in this proposal is based on prior costs for this training session. The benefit of this training is for all officers to receive FMCSA updates and other applicable training for a successful CI program. Vouchering will be based on exact costs.
5. In-state Inspector Challenge – Lodging and Per diem - \$5,000.00. The budgeted amount for the Inspector Challenge in this proposal is based on prior costs for this event. Vouchering will be based on exact costs.
6. Statewide Supervisor Meetings - \$20,000. We are going to hold 3 three-day supervisor meetings. All costs in travel for the supervisor meetings that exceed the \$20,000 will be paid with non-MCSAP funds. The meetings will provide regulation and policy updates to all CVD supervisors.

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
Vehicles	7	\$35,000.00	\$245,000.00	\$208,250.00	\$36,750.00	\$642,786.00
Sub-Total Equipment			\$245,000.00	\$208,250.00	\$36,750.00	\$642,786.00

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

Seven of our assigned vehicles are exceeding their life cycle based Washington State's vehicle replacement policy. Therefore the CVEB will use MCSAP funds to purchase seven new vehicles that will be used by officers to complete MCSAP eligible activities. The cost for purchasing the vehicles is approximately \$35,000 each based on the states procurement contracts. The total cost for purchasing seven vehicles is \$245,000.

We did not identify the specific type of vehicle in this grant application because our state's procurement contracts are renewed annually and frequently change manufacturers. The amount estimated for the vehicles is based on prior vehicles capable of performing MCSAP eligible activities.

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
Miscellaneous parts and equipment used by Computer Support Techs for CVD/MCSD field support	588	box	\$40.00	\$23,520.00	\$19,992.00	\$3,528.00	\$0.00
Laptops/computers for WSP	10	box	\$3,500.00	\$35,000.00	\$29,750.00	\$5,250.00	\$0.00
Supplies (MOE) - subobject E (minus vehicle maintenance)	0	0	\$0.00	\$0.00	\$0.00	\$0.00	\$727,803.00
Office Supplies	74	box	\$10.00	\$740.00	\$1,275.00	\$225.00	\$0.00
Uniform and related supplies	100	box	\$13.70	\$1,370.00	\$2,915.50	\$514.50	\$0.00
Mobile Phone Charges	14	Year	\$720.00	\$10,080.00	\$8,568.00	\$1,512.00	\$0.00
Sub-Total Supplies				\$70,710.00	\$62,500.50	\$11,029.50	\$727,803.00

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

All costs listed in the Supplies section are allowable, allocable, necessary and reasonable for CVEB officers and support staff to perform their daily MCSAP activities.

1. Laptops, desk top computers, printers, and inverters for WSP – requesting ten new laptop or desk top computers, printers and inverters for ten WSP employees who successfully pass CVSA training and certification to perform MCSAP related activities in support of CMV safety. The price of these computers, printers, and inverters is reasonable for this type of purchase with the required features to fulfill our reporting requirements. The cost for the laptop/desk top computers, printer and inverter is approximately \$3,500.00 each. Vouchering will be based on exact costs. The total amount for this line item is \$35,000.
2. Miscellaneous parts and equipment used by Computer Support Techs in support of CVEB field personnel (hardware, computer cabling, mouse, printers, etc...) – supplies purchased to maintain technology that allows CVEB officers with equipment in proper working order so inspections and reports can be submitted timely. The CVEB has a robust computer network that requires general maintenance. Vouchering will be based on exact costs. The total amount for this line item is \$23,520.
3. Office supplies - supplies purchased will be used in direct support of our officers conducting MCSAP eligible activities. Examples of supplies needed are copy paper, pens, printer ink, paper clips, etc. Vouchering will be based on exact costs. The total amount for this line item is \$740.
4. Uniform and related supplies - items purchased will be used by officers in MCSAP eligible positions and performing MCSAP eligible activities. Examples of items needed are uniform pants and shirts, gun belts, hats, etc. Vouchering will be based on exact costs. The total amount for this line item is \$1,370.
5. Mobile phone charges - Officers in the field need communications to properly and efficiently conduct MCSAP related activities. Vouchering will be based on exact costs. The total amount for this line item is \$10,080.

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
	\$0.00	\$0.00	\$0.00	\$0.00
Contractual Costs (MOE)	\$0.00	\$0.00	\$0.00	\$0.00
Sub-Total Contractual	\$0.00	\$0.00	\$0.00	\$0.00

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

Per FMCSA, Washington Utilities and Transportation Commission (Sub-grantee) is no longer listed in the Contractual section of the grant application. They are listed separately in the sub-grantee section.

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	\$1,652,870.70	\$1,404,940.10	\$247,930.60	\$0.00

Other Costs Spending Plan Narrative							
Item Name	# of Units/Items	Unit of Measurement	Cost per Unit	Total Eligible Costs	85% Federal Share	15% State Share	Planned MOE Expenditures
Fuel for MCSAP vehicles	11	12	\$7,200.00	\$79,200.00	\$67,320.00	\$11,880.00	\$531,068.00
Maintenance of MCSAP vehicles	11	12	\$2,400.00	\$26,400.00	\$22,440.00	\$3,960.00	\$360,967.00
CVSA Conference Registration Costs	10	3	\$550.00	\$5,500.00	\$4,675.00	\$825.00	\$0.00
Training Manuals - NAS Part B and General Hazardous Materials	140	Box	\$35.00	\$4,900.00	\$4,165.00	\$735.00	\$38,440.00
CVSA Membership	1	Annual	\$9,800.00	\$9,800.00	\$8,330.00	\$1,470.00	\$0.00
CVSA Decals	28800	package	\$0.28	\$8,064.00	\$6,854.40	\$1,209.60	\$3,752.11
Wireless aircard communication backbone account charges	135	Monthly	\$630.00	\$85,050.00	\$72,292.50	\$12,757.50	\$122,372.76
Verizon Backbone	1	Annual	\$5,017.95	\$5,017.95	\$4,265.26	\$752.69	\$0.00
Drivers Daily Log	50	Annual	\$40.00	\$2,000.00	\$1,700.00	\$300.00	\$0.00
Other Costs (MOE)	0	0	\$0.00	\$0.00	\$0.00	\$0.00	\$654.95
Sub-Total Other Costs				\$225,931.95	\$192,042.16	\$33,889.79	\$1,057,254.82

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

1. CVSA Decals 28,800 @ .28 each. Vouchering will be based on exact costs. The total amount for this line item is \$8,064.
2. CVSA Membership - Vouchering will be based on exact costs. The total amount for this line item is \$9,800.
3. Training Manuals - NAS Part B and General Hazardous Materials Vouchering will be based on exact costs. The total amount for this line item is \$4,900.
4. Conference Costs (CVSA Conference registration fees for 10 officers to attend) Vouchering will be based on exact costs. The total amount for this line item is \$5,500.
5. MCSAP Vehicle Maintenance Costs (11) vehicles @ \$200 each for 12 months Vouchering will be based on exact costs. The total amount for this line item is \$26,400.
6. MCSAP Vehicle Fuel for (11) vehicles @ \$600 each for 12 months. Vouchering will be based on exact costs. The total amount for this line item is \$79,200.
7. Driver's Daily Log yearly computer license renewal (50 @ \$40 each) Vouchering will be based on exact costs. The total amount for this line item is \$2,000.
8. Verizon Line (backbone) The Verizon Line backbone is used by our officers in conjunction with our Cellular Wireless cards that are installed in the computers used by our officers in the field. The Verizon backbone allows our inspectors a connection to FMCSA as well as to the WSP Domain, allowing for the timely submission of ASPEN inspections. The Verizon backbone is a service that is considered outside the realm of the regular network or Wi-Fi service that the WSP provides. The costs are paid by each division/grant that uses the line. Vouchering is based on exact costs. The total amount for this line item is \$5,017.16.
9. Wireless Aircard Communication account charges (based on a projected 135 users) Vouchering will be based on exact costs. The total amount for this line item is \$85,050. The WSP does not supply wireless air cards to all officers. Air cards paid for under the MCSAP grant are only given to officers performing MCSAP eligible functions. Without the air cards over half of all officers performing roadside inspections would not have access to ASPEN on line functions or FMCSA Portal data.
10. All costs that exceed the amounts listed above will either have additional funds reallocated through the grant reallocation process or the excess costs will be paid by state funds.

8 - Spending Plan

Instructions:

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

ESTIMATED Fiscal Year Funding Amounts for MCSAP			
	85% Federal Share	15% State Share	Total Estimated Funding
Total	\$6,396,987.00	\$1,128,880.00	\$7,525,867.00

Allowable amount for Overtime (15% of total award amount without justification): \$1,128,880.00

Maximum amount for Non-CMV Traffic Enforcement (10% of Basic funding amount): \$454,232.00

Personnel (Payroll Costs)				
	85% Federal Share	15% State Share	Total Grant Expenditures	Planned MOE Expenditures
Salary (MOE)	\$0.00	\$0.00	\$0.00	\$7,960,844.00
Administrative Assistant 3	\$17,989.40	\$3,174.60	\$21,164.00	\$0.00
Assistant Chief	\$30,029.48	\$5,299.32	\$35,328.80	\$0.00
Captain	\$108,007.12	\$19,060.08	\$127,067.20	\$0.00
Confidential Secretary	\$12,261.08	\$2,163.72	\$14,424.80	\$0.00
Transportation Planning Specialist 2	\$57,424.64	\$10,133.76	\$67,558.40	\$0.00
Commercial Vehicle Enforcement Officer 2	\$1,077,808.16	\$190,201.44	\$1,268,009.60	\$0.00
Commercial Vehicle Enforcement Officer 3	\$340,835.04	\$60,147.36	\$400,982.40	\$0.00
Information Technology Systems Specialist 3	\$114,955.36	\$20,286.24	\$135,241.60	\$0.00
Information Technology Systems Specialist 4	\$63,471.20	\$11,200.80	\$74,672.00	\$0.00
Information Technology Systems Specialist 5	\$71,816.16	\$12,673.44	\$84,489.60	\$0.00
Lieutenant	\$95,843.28	\$16,913.52	\$112,756.80	\$0.00
MCSAP Manager	\$65,764.30	\$11,605.46	\$77,369.76	\$0.00
Research Analyst 2	\$39,691.60	\$7,004.40	\$46,696.00	\$0.00
Secretary Senior	\$62,233.60	\$10,982.40	\$73,216.00	\$0.00
Transportation Planning Technician 2	\$87,516.00	\$15,444.00	\$102,960.00	\$0.00
Overtime	\$45,754.97	\$8,074.39	\$53,829.36	\$162,201.00
Research Analyst 3	\$44,889.52	\$7,921.68	\$52,811.20	\$0.00
Commercial Vehicle Enforcement Officer 1	\$177,436.48	\$31,312.32	\$208,748.80	\$0.00
Commercial Vehicle Enforcement Officer 4	\$134,969.12	\$23,818.08	\$158,787.20	\$0.00
Subtotal for Personnel	\$2,648,696.51	\$467,417.01	\$3,116,113.52	\$8,123,045.00

Fringe Benefit Costs (Health, Life Insurance, Retirement, etc.)				
	85% Federal Share	15% State Share	Total Grant Expenditures	Planned MOE Expenditures
Administrative Assistant 3	\$8,066.45	\$1,423.49	\$9,489.94	\$0.00
Assistant Chief	\$5,648.55	\$996.80	\$6,645.35	\$0.00
Captain	\$23,027.12	\$4,063.61	\$27,090.73	\$0.00
Confidential Secretary	\$4,579.51	\$808.15	\$5,387.66	\$0.00
Transportation Planning Specialist 2	\$20,391.49	\$3,598.50	\$23,989.99	\$0.00
Commercial Vehicle Enforcement Officer 2	\$441,039.10	\$77,830.43	\$518,869.53	\$0.00
Commercial Vehicle Enforcement Officer 3	\$129,312.81	\$22,819.91	\$152,132.72	\$0.00
Information Technology Systems Specialist 3	\$40,360.83	\$7,122.50	\$47,483.33	\$0.00
Information Technology Systems Specialist 4	\$21,307.28	\$3,760.11	\$25,067.39	\$0.00
Information Technology Systems Specialist 5	\$23,117.62	\$4,079.58	\$27,197.20	\$0.00
Lieutenant	\$20,596.72	\$3,634.72	\$24,231.44	\$0.00
MCSAP Manager	\$20,807.82	\$3,671.97	\$24,479.79	\$0.00
Research Analyst 2	\$16,829.23	\$2,969.87	\$19,799.10	\$0.00
Secretary Senior	\$30,438.46	\$5,371.49	\$35,809.95	\$0.00
Transportation Planning Technician 2	\$34,726.35	\$6,128.18	\$40,854.53	\$0.00
Research Analyst 3	\$17,812.16	\$3,143.32	\$20,955.48	\$0.00
Commercial Vehicle Enforcement Officer 1	\$76,652.56	\$13,526.92	\$90,179.48	\$0.00
Commercial Vehicle Enforcement Officer 4	\$47,725.08	\$8,422.07	\$56,147.15	\$0.00
Fringe Benefit (MOE)	\$0.00	\$0.00	\$0.00	\$2,503,291.00
Subtotal for Fringe Benefits	\$982,439.14	\$173,371.62	\$1,155,810.76	\$2,503,291.00

Program Travel				
	85% Federal Share	15% State Share	Total Grant Expenditures	Planned MOE Expenditures
CVSA IT User Workshop	\$2,973.30	\$524.70	\$3,498.00	\$0.00
Statewide Supervisor meeting	\$17,000.00	\$3,000.00	\$20,000.00	\$0.00
In state inspector challenge travel	\$4,250.00	\$750.00	\$5,000.00	\$0.00
Compliance Investigation in-service training	\$4,250.00	\$750.00	\$5,000.00	\$0.00
Compliance Investigation in state travel and training costs	\$8,500.00	\$1,500.00	\$10,000.00	\$0.00
Training/Travel costs for MCSAP personnel	\$5,100.00	\$900.00	\$6,000.00	\$0.00
In state travel for IT support of MCSAP activities	\$5,100.00	\$900.00	\$6,000.00	\$0.00
Travel (MOE)	\$0.00	\$0.00	\$0.00	\$67,842.00
MCSAP Planning Meeting	\$2,312.00	\$408.00	\$2,720.00	\$0.00
NAIC	\$2,775.25	\$489.75	\$3,265.00	\$0.00
CVSA Fall Conf.	\$5,758.75	\$1,016.25	\$6,775.00	\$0.00
CVSA Spring Conf.	\$5,780.00	\$1,020.00	\$6,800.00	\$0.00
Cohmed Conference	\$4,426.80	\$781.20	\$5,208.00	\$0.00
Subtotal for Program Travel	\$68,226.10	\$12,039.90	\$80,266.00	\$67,842.00

Equipment				
	85% Federal Share	15% State Share	Total Grant Expenditures	Planned MOE Expenditures
Vehicles	\$208,250.00	\$36,750.00	\$245,000.00	\$642,786.00
Subtotal for Equipment	\$208,250.00	\$36,750.00	\$245,000.00	\$642,786.00

Supplies				
	85% Federal Share	15% State Share	Total Grant Expenditures	Planned MOE Expenditures
Miscellaneous parts and equipment used by Computer Support Techs for CVD/MCSD field support	\$19,992.00	\$3,528.00	\$23,520.00	\$0.00
Laptops/computers for WSP	\$29,750.00	\$5,250.00	\$35,000.00	\$0.00
Supplies (MOE) - subobject E (minus vehicle maintenance)	\$0.00	\$0.00	\$0.00	\$727,803.00
Office Supplies	\$1,275.00	\$225.00	\$1,500.00	\$0.00
Uniform and related supplies	\$2,915.50	\$514.50	\$3,430.00	\$0.00
Mobile Phone Charges	\$8,568.00	\$1,512.00	\$10,080.00	\$0.00
Subtotal for Supplies	\$62,500.50	\$11,029.50	\$73,530.00	\$727,803.00

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

Other Expenses				
	85% Federal Share	15% State Share	Total Grant Expenditures	Planned MOE Expenditures
Fuel for MCSAP vehicles	\$67,320.00	\$11,880.00	\$79,200.00	\$531,068.00
Maintenance of MCSAP vehicles	\$22,440.00	\$3,960.00	\$26,400.00	\$360,967.00
CVSA Conference Registration Costs	\$4,675.00	\$825.00	\$5,500.00	\$0.00
Training Manuals - NAS Part B and General Hazardous Materials	\$4,165.00	\$735.00	\$4,900.00	\$38,440.00
CVSA Membership	\$8,330.00	\$1,470.00	\$9,800.00	\$0.00
CVSA Decals	\$6,854.40	\$1,209.60	\$8,064.00	\$3,752.11
Wireless aircard communication backbone account charges	\$72,292.50	\$12,757.50	\$85,050.00	\$122,372.76
Verizon Backbone	\$4,265.26	\$752.69	\$5,017.95	\$0.00
Drivers Daily Log	\$1,700.00	\$300.00	\$2,000.00	\$0.00
Other Costs (MOE)	\$0.00	\$0.00	\$0.00	\$654.95
Subtotal for Other Expenses including Training & Conferences	\$192,042.16	\$33,889.79	\$225,931.95	\$1,057,254.82

Total Costs				
	85% Federal Share	15% State Share	Total Grant Expenditures	Planned MOE Expenditures
Subtotal for Direct Costs	\$4,162,154.41	\$734,497.82	\$4,896,652.23	\$13,122,021.82
Indirect Cost	\$1,404,940.10	\$247,930.60	\$1,652,870.70	\$0.00
Total Costs Budgeted	\$5,567,094.51	\$982,428.42	\$6,549,522.93	\$13,122,021.82

Spending Plan (Sub-Grantee: WASHINGTON STATE UTILITIES AND TRANSPORTATION COMMISSION)
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B&I Spending Plan**What is a Spending Plan?**

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

What does a Spending Plan do?

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

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

The spending plan serves a number of critical functions:

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

1 - Spending Plan: Personnel

What different types of costs do I need to put in my Spending Plan?

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

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

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

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

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

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

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

Allowable amount for Overtime (15% of total award amount without justification): \$1,128,880.00

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
Transportation Specialist 4 (50-L)	2	13.9	2088	\$26.22	\$15,219.77	\$12,936.80	\$2,282.97	\$0.00
Transportation Specialist 4 (50-J)	1	13.9	2088	\$24.94	\$7,238.39	\$6,152.63	\$1,085.76	\$0.00
Transportation Specialist 4 (50-M)	1	13.9	2088	\$26.89	\$7,804.34	\$6,633.69	\$1,170.65	\$0.00
Transportation Safety Auditor Supervisor (56-L)	1	13.9	2088	\$30.40	\$8,823.05	\$7,499.59	\$1,323.46	\$0.00
Transportation Specialist 4 (50-H)	1	13.9	2088	\$23.76	\$6,895.91	\$5,861.52	\$1,034.39	\$0.00
Sub-Total Salary					\$45,981.46	\$39,084.23	\$6,897.23	\$0.00
Overtime Information								
Overtime		100	2080		\$0.00	\$0.00	\$0.00	\$0.00
Sub-Total Overtime					\$0.00	\$0.00	\$0.00	\$0.00
TOTAL PERSONNEL					\$45,981.46	\$39,084.23	\$6,897.23	\$0.00

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

Employee Salaries were calculated based on actual salaries from General Service Salary Schedule for:

- 1 - Transportation Specialist 4 at Range 50 Step M,
- 2 - Transportation Specialist 4 at Range 50 Step L,
- 1 - Transportation Specialist 4 at Range 50 Step J,
- 1 - Transportation Safety Auditor Supervisor at Range 56 Step L, and
- 1 - Transportation Specialist 4 at Range 50 Step H.

UTC Estimated 13.9% of their employees time will be spent on MCSAP eligible activities.

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
Transportation Specialist 4 (50-L)	24	\$15,219.77	\$3,652.74	\$3,104.40	\$548.34	\$0.00
Transportation Specialist 4 (50-J)	24	\$7,238.39	\$1,737.21	\$1,476.63	\$260.58	\$0.00
Transportation Specialist 4 (50-M)	24	\$7,804.34	\$1,873.04	\$1,592.08	\$280.96	\$0.00
Transportation Safety Auditor Supervisor (56-L)	24	\$8,823.05	\$2,117.53	\$1,799.90	\$317.63	\$0.00
Transportation Specialist 4 (50-H)	24	\$6,895.91	\$1,655.02	\$1,406.77	\$248.25	\$0.00
Sub-Total Fringe Benefits			\$11,035.54	\$9,379.78	\$1,655.76	\$0.00

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

Employee costs are calculated based on actual benefits from actual salaries from Washington States General Service Salary Schedule. Benefits are approximately 24% of actual salaries.

Current benefit rates/amounts

OASDI/Social Security: 6.2%

Retirement Benefits rates vary for each classification:

- 11.18% for non-commissioned/non-Commercial Vehicle Enforcement staff

Industrial Insurance is based on the risk category of the position. In general, the amount for non-commissioned, non- Commercial Vehicle Enforcement staff is \$33/person/month.

Health insurance is \$840 per month per person regardless of staff classification.

Medicare insurance is 1.45% of salaries and is applicable to all staff regardless of classification.

3 - Spending Plan: Travel

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

Travel Cost Spending Plan Narrative						
Purpose	# of Staff	Days	Total Eligible Costs	85% Federal Share	15% State Share	Planned MOE Expenditures
Routine MCSAP related Travel	6	15	\$15,448.81	\$13,131.49	\$2,317.32	\$0.00
Sub-Total Travel			\$15,448.81	\$13,131.49	\$2,317.32	\$0.00

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

Travel costs for CVSA conferences, MCSAP eligible training, and in-state travel for motor coach destination checks.

4 - Spending Plan: Equipment

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

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

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

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

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

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

5 - Spending Plan: Supplies

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

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

Supplies Cost Spending Plan Narrative							
Item Name	# of Units/Items	Unit of Measurement	Cost per Unit	Total Eligible Costs	85% Federal Share	15% State Share	Planned MOE Expenditures
Sub-Total Supplies				\$0.00	\$0.00	\$0.00	\$0.00

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

6 - Spending Plan: Contractual

Contractual includes subgrants and contracts, such as consulting costs. Include the rationale for the amount of the costs. The narrative should provide the name of the subgrantee or vendor if known at the time that the application is being developed. If the name of the subgrantee or vendor is not known, enter "unknown at this time" and give an estimated time when it is expected. You do need to include specific contract goods and/or services provided, the related expenses for those goods and services, and how the cost of the contract represents a fair market value, which includes stating that the contract is procured through established state procurement practices. Entering the statement "contractual services" will not be considered as meeting the requirement for completing this section.

Contract means a legal instrument by which a non-Federal entity purchases property or services needed to carry out the project or program under a Federal award.

Subaward means an award provided by a pass-through entity to a subrecipient for the subrecipient to carry out part of a Federal award received by the pass-through entity. A subaward may be provided through any form of legal agreement, including an agreement that the pass-through entity considers a contract.

For applicants with subgrantee agreements: Whenever the applicant intends to provide funding to another organization as a subaward, the grantee must provide a narrative and spending plan for each subgrantee organization. The eCVSP allows applicants to submit a narrative and spending plan for each subgrantee. Provide a separate spending plan for each subgrant, regardless of the dollar value and indicate the basis for the cost estimates in the narrative.

Contractual Cost Spending Plan Narrative				
Description of Services	Total Eligible Costs	85% Federal Share	15% State Share	Planned MOE Expenditures
Sub-Total Contractual	\$0.00	\$0.00	\$0.00	\$0.00

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

7 - Spending Plan: Other Costs

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

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

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

Item Name	Total Eligible Costs	85% Federal Share	15% State Share	Planned MOE Expenditures
Indirect Costs	\$27,534.19	\$23,404.06	\$4,130.13	\$0.00

Other Costs Spending Plan Narrative							
Item Name	# of Units/Items	Unit of Measurement	Cost per Unit	Total Eligible Costs	85% Federal Share	15% State Share	Planned MOE Expenditures
Sub-Total Other Costs				\$0.00	\$0.00	\$0.00	\$0.00

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

UTC will not submit a MOE calculation. All MCSAP eligible activities conduct by UTC are charged to the MCSAP grant. All other activities conducted by UTC are not MCSAP eligible.

8 - Spending Plan

Instructions:

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

ESTIMATED Fiscal Year Funding Amounts for MCSAP			
	85% Federal Share	15% State Share	Total Estimated Funding
Total	\$6,396,987.00	\$1,128,880.00	\$7,525,867.00

Allowable amount for Overtime (15% of total award amount without justification): \$1,128,880.00
 Maximum amount for Non-CMV Traffic Enforcement (10% of Basic funding amount): \$454,232.00

Personnel (Payroll Costs)				
	85% Federal Share	15% State Share	Total Grant Expenditures	Planned MOE Expenditures
Transportation Specialist 4 (50-L)	\$12,936.80	\$2,282.97	\$15,219.77	\$0.00
Transportation Specialist 4 (50-J)	\$6,152.63	\$1,085.76	\$7,238.39	\$0.00
Transportation Specialist 4 (50-M)	\$6,633.69	\$1,170.65	\$7,804.34	\$0.00
Transportation Safety Auditor Supervisor (56-L)	\$7,499.59	\$1,323.46	\$8,823.05	\$0.00
Overtime	\$0.00	\$0.00	\$0.00	\$0.00
Transportation Specialist 4 (50-H)	\$5,861.52	\$1,034.39	\$6,895.91	\$0.00
Subtotal for Personnel	\$39,084.23	\$6,897.23	\$45,981.46	\$0.00

Fringe Benefit Costs (Health, Life Insurance, Retirement, etc.)				
	85% Federal Share	15% State Share	Total Grant Expenditures	Planned MOE Expenditures
Transportation Specialist 4 (50-L)	\$3,104.40	\$548.34	\$3,652.74	\$0.00
Transportation Specialist 4 (50-J)	\$1,476.63	\$260.58	\$1,737.21	\$0.00
Transportation Specialist 4 (50-M)	\$1,592.08	\$280.96	\$1,873.04	\$0.00
Transportation Safety Auditor Supervisor (56-L)	\$1,799.90	\$317.63	\$2,117.53	\$0.00
Transportation Specialist 4 (50-H)	\$1,406.77	\$248.25	\$1,655.02	\$0.00
Subtotal for Fringe Benefits	\$9,379.78	\$1,655.76	\$11,035.54	\$0.00

Program Travel				
	85% Federal Share	15% State Share	Total Grant Expenditures	Planned MOE Expenditures
Routine MCSAP related Travel	\$13,131.49	\$2,317.32	\$15,448.81	\$0.00
Subtotal for Program Travel	\$13,131.49	\$2,317.32	\$15,448.81	\$0.00

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

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

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

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

Total Costs				
	85% Federal Share	15% State Share	Total Grant Expenditures	Planned MOE Expenditures
Subtotal for Direct Costs	\$61,595.50	\$10,870.31	\$72,465.81	\$0.00
Indirect Cost	\$23,404.06	\$4,130.13	\$27,534.19	\$0.00
Total Costs Budgeted	\$84,999.56	\$15,000.44	\$100,000.00	\$0.00