

United States Department of
Transportation
Federal Motor Carrier Safety Administration

Fiscal Year 2014 – Motor Carrier Safety Assistance Program
Basic and Incentive Grant
Notice of Funding Availability

The United States Department of Transportation's (US DOT) Federal Motor Carrier Safety Administration (FMCSA) announces the Fiscal Year (FY) 2014 Motor Carrier Safety Assistance Program (MCSAP) Basic and Incentive grant program funding opportunity. This document will assist you by providing important information about the MCSAP, including the FY 2014 MCSAP Basic and Incentive program priorities and critical information related to preparing and submitting a grant application. All applications must be submitted through Grants.gov by 11:59 P.M. (Eastern Time) on August 1, 2013. Applicants who, for good cause, cannot submit their application by the August 1 deadline may request an extension in writing of no more than 30 calendar days from the FMCSA Division Administrator in their respective State. However, to ensure timely review of CVSP and to expedite the FY 2014 award process, FMCSA strongly encourages submission of all application documents by August 1, 2013.

The Catalog of Federal Domestic Assistance (CFDA) number for MCSAP is 20.218.

Important Information for FY 2014:

- This Notice of Funding Availability (NOFA) establishes minimum requirements for FY 2014 submissions. Please review the entire document before submitting an application.
- All FY 2014 MCSAP applications must be submitted in accordance with this NOFA.
- The FMCSA cannot evaluate applications received without the complete set of required forms and attachments; all application section elements and all documents must be submitted (see Section IV). A checklist specifically detailing each required document, completion instructions, and its source is located in Appendix A.
- Application review information is clarified to include FMCSA expectations and evaluation criteria (see Section V).
- All Applicants must submit a current FMCSA Administrative Capability Questionnaire. (An Applicant need only prepare and certify one questionnaire for all FY 2014 applications.)
- Applicants must agree to comply with the FMCSA Financial Assistance Agreement General Provisions and Assurances throughout the grant period of performance in order to execute the grant agreement and before grant funds are awarded (see Section VI).

- The Central Contractor Registration (CCR) system, along with Federal Agency Registration (FedReg), the Online Representations and Certifications Application (ORCA), and the Excluded Parties List System (EPLS) migrated to the new System for Award Management (SAM) at the end of July 2012. For further information please see <https://www.sam.gov/sam/>

Section I: Funding Opportunity Description

The FMCSA announces the availability of MCSAP funding as authorized by the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users, Pub. L. No.109–59, §§ 4101(a), 4106, 119 Stat. 1144, 1714, 1717–19 (2005), as amended by the Moving Ahead for Progress in the 21st Century Act (MAP-21), Pub. L. No.112–141, §§ 32601, 32603(a), (2012). The MCSAP is governed by 49 United States Code (U.S.C.) §§ 31102-31104, and by 49 Code of Federal Regulations (CFR) Part 350. MCSAP grants provide financial assistance to States, U.S. Territories, and the District of Columbia to reduce the number and severity of crashes and hazardous material incidents involving commercial motor vehicles (CMVs).

Program Goals – FY 2014 National Priorities

Passenger Carrier Enforcement

According to FMCSA Administrator Anne Ferro, "Motorcoach safety is at the center of this agency's radar. While motorcoach travel is among the safest forms of roadway transportation today, it can and must be safer. The traveling public deserves no less."

In the FY 2014 Commercial Vehicle Safety Plan (CVSP), all States must consider available data related to passenger carrier transportation safety and determine if the data allows for the creation of a specific crash reduction goal related to this effort. However, even if the data does not warrant a passenger carrier transportation safety crash reduction goal, all States must include activities in the national program elements section of the CVSP that include motorcoach safety initiatives targeting unsafe driver behaviors such as speeding, following too closely, operating in violation of an out-of-service order, and hours of service violations.

Further, FMCSA encourages passenger carrier safety enforcement and outreach, including carriers that use non-traditional curbside operations, through Statewide strike forces. Coordinated over a period of one to several weeks, a strike force might target specific motorcoach operations such as charter transportation to casinos, theme parks, sporting events, or other destinations. Statewide strike forces may be conducted separately or in conjunction with national or regional motorcoach strike force activities. All inspections of for-hire interstate passenger carriers should include verification of active Federal passenger carrier operating authority.

The FMCSA is aware that some States have only a limited number of CMV inspectors trained and certified to inspect passenger vehicles (i.e., motorcoaches). States should consider the training and maintaining of certification of additional CMV inspection staff to conduct passenger vehicle inspections based upon the passenger carrier population within the

State. Due to the varying sizes of State inspection programs and the availability of training classes through NTC, it may be necessary to consider coordinating this effort over several years.

Enforcement of Out of Service Orders at Roadside

In 2012, FMCSA issued approximately 900 out of service orders to motor carriers for unsatisfactory/unfit operations, 1,500 out of service orders for not paying and responding to a Notice of Claim for committing acute and critical safety violations and many more for not passing or submitting to a New Entrant Safety Audit. However, some carriers operating while under a Federal Out of Service order were not cited during roadside inspections and may have been allowed to continue operating.

Carriers that operate in violation of an out of service order do so by ignoring regulations and consciously disregarding the law. The FMCSA considers the continued operation of a CMV despite an out of service order to be a serious threat to public safety. In preparing the FY 2014 CVSP, States should consider strategies to improve the identification of out of service carriers during the inspection selection process, checking the motor carrier's status, and, in cases of for-hire carriers, whether the carrier has active operating authority. States can only achieve this goal by checking operating authority status during every inspection, and should include in the FY 2014 CVSP as a State-specific goal the steps necessary to implement and monitor this effort if the data reports provided by FMCSA indicate the State has difficulty in this area.

A State inspector can run the USDOT number of all CMVs he or she inspects through Query Central to ascertain operating status. If a carrier is under a Federal out of service order, Query Central will clearly display this information in red letters at the top of the page. The FMCSA updates the information in Query Central in real time.

When implementing this goal, FMCSA requests that roadside inspectors confirm a current business address of the out of service motor carrier and not rely on the information provided when the inspection program is populated. The FMCSA's investigative findings reveal that motor carriers who operate while under an out of service order do not accurately reflect a valid principal place of business. If this information is different, States should communicate this to their respective FMCSA Division Office. If a State has the legal authority to do so, FMCSA encourages the State to implement a policy that allows CMVs in these scenarios to be impounded.

Data Quality

To intervene and correct problems before a crash happens, the quality and consistency of roadside data are critical. As in FY 2013, States must continue to examine the quality and uniformity of the data for which they are responsible and to identify ways to improve (or maintain existing high standards) in these four areas:

- Documenting roadside inspection and violation data consistently across the State;
- Standardizing processes for Requests for Data Reviews (RDR);
- Increasing inspector awareness of the high-level goals of the inspection program;
- and

- Examining inspection selection processes and validating, where necessary.

To achieve these goals, State should continue to focus on projects, programs, and activities that will enhance the accuracy, timeliness and completeness of the collection of all FMCSA reportable large truck and bus crashes and hazardous materials incidents in all components of its records systems. These activities should address the nine measures plus the overriding performance indicator established for the State Safety Data Quality (SSDQ) program. For more information about the nine performance measures included on the SSDQ map, please visit: <http://ai.fmcsa.dot.gov/DataQuality/methodology/default.aspx>.

A State may have a records system that is technically sound but hampered by State procedures, policies, laws, or legislation that precludes complete reporting to FMCSA. States are strongly encouraged to identify methods to address these barriers, work with FMCSA subject matter experts in crash data collection, and explore collaborative efforts between the various State agencies that will result in either maintaining existing high performance or improving the accuracy, completeness and timeliness of crash reporting.

Data-Identified Top Crash Locations and/or Causes

As in FY 2013, FMCSA continues to encourage States to focus on sound statistical analysis of the highest quality data possible to determine the causes of crashes and allow for the development of specific mitigation strategies. In 2011 there was a 2 percent increase in large truck fatalities and a 20 percent increase in large truck occupant fatalities. Of the large truck occupant fatalities, 34 percent of drivers were not wearing a seatbelt and 22 percent were speeding. Additionally, of all the fatal crashes in work zones, 27 percent involved a large truck.

States should consider existing and emerging areas of crash causation within its jurisdiction. This includes identifying and targeting the highest ranked crash corridors within the State. When examining those corridors, FMCSA encourages States to examine other crash characteristics that may point to specific crash causes, such as high traffic patterns at specific times of day or on specific days of the week, the presence of work zones, and roadway configuration (including recent roadway configuration changes). According to what the data indicate, States should consider targeting non-inspection CMV traffic enforcement in these locations to focus on unsafe driving behaviors (speeding, following too closely, unsafe lane changes, reckless driving, and impaired driving) and distracted driving (texting and hand held cell phone use). These behaviors are leading contributors to CMV crashes, are major and serious traffic violations under 49 CFR 383.51, and result in CDL disqualifications upon conviction.

The FMCSA has provided States with crash characteristics reports to help in this data analysis. States can also use the CVSP Toolkit to research the characteristics of crashes and assist in determining common crash causalities. Please visit: <https://ai.fmcsa.dot.gov/CVSP/login.asp>.

Section II: Award Information

Available Funding

- i. For FY 2014, FMCSA anticipates awarding a total of \$154,981,875 in MCSAP Basic grant funding to 56 States and Territories and \$10,000,000 in MCSAP Incentive grant funding to States and the District of Columbia to support CMV safety activities from October 1, 2013, through September 30, 2015.
- ii. The FMCSA will reimburse up to 80 percent of the eligible costs incurred in the administration of an approved Commercial Vehicle Safety Plan (CVSP); in-kind contributions are acceptable in meeting the State's matching share if they represent eligible costs as established by 49 CFR Part 18 or agency policy. The Administrator waives the requirement for matching funds for the Virgin Islands, American Samoa, Guam, and the Commonwealth of the Northern Mariana Islands. If an Applicant accepts a grant awarded under this program, it is responsible for all project expenses that exceed the awarded amount. See Section III on Eligibility Information for more information on Maintenance of Effort (MOE) requirements.

Cost Requirements

Costs charged to FMCSA grants must be in accordance with the applicable cost principles contained in 49 CFR Part 18 (Cost Principles for State, Local, and Indian Tribal Governments, OMB circular A-87, and 2 CFR Part 225). All reimbursable items *must* be necessary, reasonable, allocable, and allowable (as established in these guidelines and the FMCSA Grants Management Manual) to accomplish the goals of the program.

The eligibility of specific items is subject to review by the FMCSA. For assistance during the pre-application phase, Applicants may contact their local FMCSA Division Office for guidance on the cost eligibility of activities or items.

A Budget Narrative should justify each of the costs being requested on the SF-424A, Budget Information form and the Commercial Vehicle Safety Plan (CVSP) Line Item Budget. A budget narrative should show how the amounts were determined. Please note that each subtotal reported on the CVSP Line Item Budget should match the corresponding object class categories on the SF-424A. The budget narrative should explain in short concise language why the costs are necessary, reasonable and allocable to the project in order to satisfy the governing cost principles. A Budget Narrative guidance document is provided for your reference in Appendix B.

While the costs associated with contractors and subgrantees should be included on the contractual line of the SF-424A and CVSP Line Item Budget, FMCSA still requires adequate financial documentation to substantiate the associated costs and evaluate the proposal. Details of each contract and subgrant may be provided as attachments in the application package, as part of the budget narrative document, or submitted as individual Line Item Budget documents (based on the template provided). In addition, if there is another State agency that the State Lead Agency is contracting with or subgranting to, a copy of the binding agreement (i.e.,

Memorandum of Understanding, etc.) should be included as an attachment in the grant application package. If no agreement has been established for FY 2014 at the time of submission of the application, submit a copy of the most recently executed agreement between the agencies and clarify the intent to enter into an agreement for FY 2014 (which can be submitted later).

In accordance with the provisions of 49 CFR § 350.311, expenses eligible for reimbursement under the MCSAP program include, but are not limited to:

1. Personnel expenses, including recruitment and screening, training, salaries and fringe benefits, and supervision.
2. Equipment and travel expenses, including per diem, expenses directly related to the enforcement of safety regulations, including vehicles, uniforms, communications equipment, special inspection equipment, vehicle maintenance, fuel, and oil.
3. Indirect expenses for facilities, except for fixed scales, used to conduct inspections or house enforcement personnel, support staff, and equipment to the extent they are measurable and recurring (e.g., rent and overhead). **NOTE:** Any application containing indirect costs in its proposed project budget must be accompanied by either the signed current indirect cost rate negotiated agreement approved by the cognizant Federal agency or a copy of the request for such approval. The cognizant agency will provide the State with a letter that includes both the rate and the type of expenses that the rate can be applied to; this is typically limited to payroll and fringe benefit expenses, but may also include other costs at the cognizant agency's discretion. If indirect costs are not included in the project's proposed budget, no indirect cost rate agreement is required. Calculated fringe benefits may be included as direct costs provided the Budget Narrative clearly establishes the basis for the calculation and, at the time of reimbursement request, the voucher document clearly documents the fringe benefits based on actual costs incurred, not a generic percentage method.
4. Expenses related to data acquisition, storage, and analysis that are specifically identifiable as program-related to coordinating resources and improving efficiency.
5. Clerical and administrative expenses, to the extent necessary and directly allocable to the MCSAP.
6. Expenses related to the improvement of real property (e.g., installation of lights for the inspection of vehicles at night). Acquisition of real property, land or buildings, however, is not an eligible cost.

MCSAP-funded personnel, including sub-grantees, conducting inspections must meet the minimum Federal standards set forth in 49 CFR Part 385 Subpart C and must have access to FMCSA information systems to upload inspection reports.

Equipment included in the budget must be fully described; this description should include enough detail to secure FMCSA approval. 49 CFR Part 18 defines equipment as tangible, non-expendable, personal property having a useful life of more than one year and an acquisition cost of \$5,000 or more per unit. Applicants must use their own definition of equipment if that definition is more stringent than this standard and if the definition includes all elements of the equipment description defined above. At a minimum, the Budget Narrative shall describe the following:

1. how the item will be used to promote CMV safety;

2. the number and unit costs of items to be purchased;
3. who will be utilizing the item;
4. how the item cost/usage will be pro-rated if not fully dedicated to MCSAP (CMV safety), and,
5. the equipment definition threshold used.

Section III: Eligibility Information

States, the District of Columbia, the Commonwealth of Puerto Rico, the Commonwealth of the Northern Mariana Islands, American Samoa, Guam, and the U.S. Virgin Islands are eligible to receive Basic grants. Specifically, the State lead agency designated by the Governor for administering the CVSP, is eligible to apply for Basic and Incentive grant funding. Neither individuals nor businesses are eligible for awards.

In accordance with the provisions of 49 U.S.C. § 31102(b) as amended by MAP-21, Pub. L. No. 112-141, § 32601 (2012), States must:

- (a) Demonstrate that the total expenditure of amounts by the State lead MCSAP agency will be maintained at a level at least equal to the average level of that expenditure for fiscal years 2004 and 2005.
- (b) Demonstrate that the amount of the State's maintenance of effort (MOE) does not include the following three things:
 - 1) Federal funds received for support of motor carrier and hazardous materials safety enforcement from other grant programs.
 - 2) State matching funds.
 - 3) State funds used for federally sponsored demonstration or pilot CMV safety programs.
- (c) Limit costs requested for reimbursement to costs incurred during the grant's period of performance. For this grant opportunity, the period of performance shall be October 1, 2013, through September 30, 2015, inclusive.

All MCSAP eligible costs incurred by the State lead agency for implementing the CVSP, whether billed to the grant or not, must be tracked and included in the calculation used to document adherence to the MOE requirement. A change in the State Lead MCSAP Agency does not negate an MOE requirement; the concept of "successor in interest" applies. Thus, no State can have a \$0 MOE simply because the State Lead MCSAP Agency is different in 2013 than it was in FFY 2004/2005, and the successor agency must meet the MOE requirements established by 2004/2005 baseline.

Section IV: Application and Submission Information

Application Information

The FMCSA utilizes Grants.gov (www.grants.gov) for accepting MCSAP grant applications. All FY 2014 MCSAP applications must be submitted electronically through this site. To apply, the Applicant first must complete the Grants.gov registration process. To register, go to http://www07.grants.gov/applicants/get_registered.jsp and follow the instructions found on the Grants.gov website by selecting “Get Registered.” Note: if any of the Applicant organization’s information has changed since its last registration, the Applicant must edit its existing account information to reflect those changes in the System for Award Management (SAM) at www.sam.gov. The Applicant’s Grants.gov user account profile will be automatically updated.

The registration process can take as long as four weeks. Due to the possibility of unforeseeable connectivity or technical issues associated with online submission, FMCSA strongly encourages all Applicants to submit their applications well in advance to allow for additional time if needed, and also encourages Applicants to complete the registration process as far in advance as possible. The Grants.gov website provides customer support through its toll-free number, (800) 518-GRANT, or through e-mail at support@grants.gov. The Grants.gov Contact Center is open 24 hours a day, 7 days a week, except Federal holidays, to address Grants.gov technical issues. The FMCSA does not own or maintain Grants.gov and is therefore unable to provide technical assistance; all technical assistance issues should be directed to the above contact information.

The Applicant must download the grant application package from Grants.gov, complete it, and submit the completed application package with required attachments through Grants.gov on or before the deadline of 11:59 P.M. (EST) on Thursday, August 1, 2013. This grant application package includes forms in addition to the CVSP and budget template documents referenced in this NOFA. Applicants should download the application package as soon as possible in their application preparation process.

As mentioned earlier in this NOFA, upon written request from a State lead Agency, an FMCSA Division Administrator can extend the deadline for submission of the FY 2014 MCSAP grant application for a period not to exceed 30 calendar days if the applicant can show good cause for the extension. However, applications not submitted before FMCSA convenes its technical review panels (TRP) will be considered as time permits. Further, if the TRP requests revisions to the CVSP, Applicants must submit a revised CVSP no later than 30 days after receiving the request for revision. Applicants that submit their revised CVSPs with all documents by this date will be included in the Agency’s FY 2014 awards. The FMCSA strongly encourages Applicants to complete the necessary planning and resource deployment required for timely submission and revision, if requested, as soon as possible.

If the designated grant official from an Applicant requires special assistance or accommodation associated with submitting this grant application, methods other than Grants.gov are available. Please contact the Agency personnel listed in Section VII of this notice if assistance is required.

Application Requirements (see Appendix A)

All MCSAP Basic and Incentive applications for FY 2014 must include the following Standard Forms as provided in Grants.gov:

1. SF-424 – Application for Federal Assistance

This is the standard application form for all requests for Federal assistance. When completing Section F, please ensure that the individual listed as point of contact is knowledgeable about the projects listed in the application and can answer relevant questions.

2. SF-424A – Budget Information for Non-Construction Program

This is a standard budget form for requests for Federal assistance. On page 1, the Applicant may indicate up to four (4) projects requested. The Applicant should clearly indicate the title of each project in the boxes provided in Column A. If there are more than four (4) projects proposed, please only submit the total for all projects on the SF-424A on Grants.gov and then provide the detailed breakdown of each project using the Excel version of the SF-424A form (located on the Grantee resources page at <http://www.fmcsa.dot.gov/about/GRANTS/grantee-resources.aspx>) as a supplemental form. Applicants may use as many supplemental forms as needed to provide a breakdown of each project. However, please ensure that when combined they tie to the total submitted through Grants.gov.

On page 1A, clearly indicate up to four (4) projects listed on page 1 in Rows 1-4 (if applicable) and then fill in the appropriate object class categories in Rows A-K using the object class guidance information available at <http://www.fmcsa.dot.gov/about/GRANTS/grantee-resources.aspx>.

Complete the remaining pages as appropriate. If an additional budget worksheet is necessary to further explain estimated costs, Applicants should attach a budget document to the Attachments Form (explained in #5 below). Attached budgets should be pre-formatted to print on standard, letter-sized paper (PDF format is preferable). If the Applicant attaches budget worksheets for multiple projects under the same grant application, each project should be clearly distinguished in the document.

3. SF-424B – Assurances for Non-Construction Programs

This is a standard assurances form associated with accepting Federal assistance funds. This assurances document indicates that the Applicant organization is in substantial compliance with various programs, regulations, and Federal laws. This document should not be completed without confirmation from the appropriate agency or State official that the Applicant organization is indeed compliant. The FMCSA and other applicable Federal agencies reserve the right to request further information and/or conduct an audit to confirm compliance as indicated on this form, as provided for in the United States Code or the Code of Federal Regulations.

4. Grants.Gov Lobbying Form

This form allows applicants to indicate that they do not engage in lobbying activity. If an applicant completes this form, the SF-LLL – Disclosure of Lobbying Activities is not required.

If an applicant does conduct lobbying activities, it needs to be indicated on the SF-LLL. This form requests information related to the lobbying activities of the Applicant.

5. Attachment Forms – Refer to Appendix A

This document is used to submit supplemental attachments to support the grant application.

NOTE: applications received without the complete set of required forms will not be evaluated until all forms are received. **Refer to Appendix A for a list of required forms, completion instructions, and their location.**

Budgets and other information in charts or spreadsheets should be pre-formatted for printing on standard size (i.e., 8.5" x11") copy paper. When preparing an application package, Applicants should not save each application section as an individual document.

Section V: Application Review Information

The FMCSA Grant Program Manager will review all application packages for FY 2014 MCSAP funding for eligibility, completeness, and timeliness of submission. A TRP will make subsequent administrative and technical assessments.

The FMCSA will notify the State, in writing, within 30 days of receipt of the CVSP whether the plan is approved or whether approval has been withheld because: the CVSP does not meet the regulatory requirements; the CVSP is not adequate to ensure effective enforcement of the Federal Motor Carrier Commercial Safety Regulations and Hazardous Material Regulations or corresponding State laws and regulations. If approval is withheld, the State will have 30 days from the date of the notice to modify and resubmit the plan. Disapproval of a resubmitted plan is final. Any State aggrieved by an adverse decision under this section may seek judicial review under 5 U. S. C. Chapter 7.

CVSP requirements are identified in 49 CFR §§ 350.211 and 213. A CVSP template and line item budget template are provided with this announcement to assist Applicants in meeting the requirements of 49 CFR § 350.213; these templates are available on the FMCSA website and can be accessed by using the link <http://www.fmcsa.dot.gov/safety-security/safety-initiatives/mcsap/mcsapforms.htm>. Using the line item budget template will allow Applicants to develop a detailed line item budget based upon the SF-424A budget worksheet by using the object class guidance information provided on the FMCSA website's Grantee Resources page using the link <http://www.fmcsa.dot.gov/about/GRANTS/grantee-resources.aspx>. States are not required to use the CVSP template that FMCSA provides with this grant application. However, the FMCSA strongly encourages States to use the template to ensure that it meets the minimum requirements established in 49 CFR 350.213 and that the information presented to FMCSA is easily understood and processed. Whether using the template or not, States are required to establish certain elements of a performance-based plan that will guide their activities throughout the year. Below are a brief description and two examples each of the elements included in the CVSP template and required in 49 CFR 350.213.

For each goal created, the State must provide a problem statement, performance objective, program activity plan, and performance measurement plan. Samples are below.

1) Problem Statement – A brief, quantitative description of the State-identified problem. Include details on the data used to identify the problem and to establish the baseline (include data source and date of snapshot, how the State collects, maintains, and analyzes the data).

Example:

- a) The State has identified 5 corridors of highway that alone account for 38.4% of all CMV-related fatalities in the State. These State traffic records indicate that speeding, following too closely, and improper lane change account for 84% of the crash causation factors along these corridors.
- b) The State has identified hours of service related issues as the single most often cited violation in both carrier investigations and during roadside inspections. The State suspects that driver fatigue, as evidenced by improper adherence to hours of service regulations, accounts for 25% of the crashes in the State.

Evaluation Criteria: In reviewing the Problem Statement, FMCSA will consider the extent to which the Applicant has used available data to identify the cause of CMV crashes.

2) Performance Objective – A description of the State’s quantifiable goal related to the above problem statement. This can be measured in the number or percentage reduction of crashes, fatalities, injuries, and/or specified incidents) that it anticipates will result by implementing the strategies and activities identified below. Example:

- a) The State will conduct activities along the 5 identified corridors of highway with the goal of reducing the crash rate along each by greater than 10% during the activity period.
- b) The State will reduce the number of hours of service violations found in roadside inspections and during carrier investigations for domiciled carriers by 30% during the activity period.

Evaluation Criteria: In reviewing the Performance Objective, FMCSA will consider the extent to which the Applicant describes sound program goals and objectives that are specific, measurable, and can likely be achieved during the grant period of performance. The FMCSA will also consider the extent to which the Applicant thoroughly explains why it selected the project goals and objectives to address the need(s) established in the Problem Statement.

3) Program Activity Plan – a brief description of the activities the State believes will help mitigate the problem (note: this section should not be detailed, only a high-level description – detailed activities will be described in later sections). Example:

- a) The State will conduct high visibility traffic enforcement along the 5 identified corridors of highway during the activity period. The State will conduct at least 5 enforcement blitzes each month and will ensure that it triples the number of officers assigned to each corridor during each of the 4-day periods. (see Driver/Vehicle

inspection section for further information).

- b) The State will focus on conducting at least 40% of its total number of inspections as Level III. Further, the State will provide additional training to officers to detect hours of service violations. Finally, the State will engage in 12 free hours of service safety talks to motor carrier associations around the State during the performance period. (see respective sections for further information i.e., Outreach and Education).

Evaluation Criteria: In reviewing the Program Activity Plan, FMCSA will consider the extent to which the Applicant describes tasks, activities, and timelines to achieve the project goals.

4) Performance Measurement Plan – a description of how the State will measure progress towards the performance objective goal, such as quantifiable and measurable outputs (hours, carrier contacts, inspections, etc.) and in terms of performance outcomes. The measure must include specific benchmarks that can be reported on in the quarterly progress report if practicable (if quarterly reporting is not practicable, explain how the annual outcome will be reported). Example:

- a) The State, using its own crash data, will record the number of officer enforcement hours, stops made, citations issued, violation code of citations issued, and crashes reported along each corridor at the end of each quarter. Using this information, the State will adjust the officers assigned to future blitzes and provide each officer assigned with a specific focus area for enforcement. The State expects that number of crashes in each corridor will be 10% lower than the comparable period in 2013.
- b) The State will evaluate the various levels of inspections each quarter to ensure that officers focus on Level III to meet the program-wide goal of at least 33% of all inspections. Further, the State will evaluate the violation types cited on inspections and carrier investigations for domiciled carriers to monitor the percentage of hours of service violations. Based on this, the State may shift resources to conduct additional safety talks or inspections.

Evaluation Criteria: In reviewing the Performance Measurement Plan, FMCSA will consider the extent to which the Applicant thoroughly outlines how it will monitor the effective implementation of the strategies and document the project outcomes.

Budget Narrative (Refer to Appendix B for a guidance document)

This is NOT the line item budget. Rather, this section *describes* in a narrative format the costs necessary to complete the proposed tasks and achieve the project goal. The Budget Narrative should thoroughly and clearly justify or explain each Budget Category (Object Class) and follow all guidelines and limitations as provided in the application package. The Budget Narrative must be clear, specific, detailed, and mathematically correct; it should correspond to the information and figures on all budget forms.

A well-written Budget Narrative ensures the Applicant has properly documented for FMCSA review and evaluation the costs proposed within the budget for the purposes of determining the cost eligibility under the applicable Federal costs principles and regulations, as well as monitoring the expenditure of funds during the implementation and execution of the plan. Where appropriate, costs per unit will be calculated and compared with national averages to determine cost-effectiveness. As appropriate, proposed costs will be compared with historical information to confirm reasonableness. The level of detail should be sufficient to justify the funding requested.

Evaluation Criteria: In reviewing the Budget Narrative, FMCSA will consider the extent to which the Applicant describes costs that are allocable, allowable, reasonable, and necessary. The FMCSA may consider any or all of the following questions in its evaluation:

1. How well does the application provide clear explanations of the costs associated with each Budget Category (Object Class)?
2. How well does the Budget Narrative support the funds requested on the application Budget forms?
3. How accurate are the mathematical computations in the Budget Narrative and in other budget forms?
4. How well does the application demonstrate a cost-effective approach that will provide a demonstrable impact on safety as the result of grant funds?
5. Does the application describe proposed project expenditures that are:
 - i. Allowable under the cost principles established in this NOFA and all FMCSA cost eligibility policies;
 - ii. Allocable specifically to the activities proposed by the application;
 - iii. Reasonable in amount and quantity for the activities proposed;
 - iv. Necessary to conduct the activities proposed?
6. If applicable, how accurately is an Indirect Cost Rate (IDCR) applied to the budget?
7. If applicable, how accurately are fringe benefit rates applied to the Budget?

Funding Decisions

Distribution of MCSAP Basic and Incentive grants is formula based. FMCSA has provided guidance and identified emphasis areas for FY 2014 within this NOFA; the anticipated amount of Basic and Incentive funding FMCSA expects to award to each State in FY2014, subject to availability of funds, is found in Appendix C.

The formula factors for MCSAP Basic grants, as set forth in 49 CFR 350.323, are:

- 1997 road miles (all highways), as defined by the Federal Highway Administration (FHWA).
- All vehicle miles traveled, as defined by FHWA.
- Population – annual census estimates as issued by the U.S. Census Bureau.
- Special fuel consumption (net after reciprocity adjustment), as defined by FHWA.

MCSAP Basic funds are distributed proportionally to the States using the above-mentioned four, equally weighted (25 percent), factors. To achieve a balanced program and ensure that every State and U.S. Territory is afforded the opportunity to participate in MCSAP, the MCSAP Basic formula has been adjusted for minimum and maximum allocations. The minimum allocation (also known as “floor”) for the States and Puerto Rico is \$350,000 or 0.44 percent, whichever is higher, of available MCSAP funding. The maximum allocation (also known as “ceiling”) is 4.944 percent of available MCSAP funding. Each Territory’s funding level is fixed at \$350,000 annually.

Section 350.327(b) of title 49, Code of Federal Regulations sets forth five formula factors for MCSAP Incentive grant distribution. Each factor is worth a certain number of shares; each State may earn a maximum of 15 shares from all factors.

- Reduction in the number of large truck-involved fatal accidents (five shares).
- Reduction in the rate of large truck-involved fatal accidents (four shares) or, if the grantee showed no change in its fatal accident rate from the previous year, maintain a fatal accident rate in the lowest 10 percent among MCSAP grantees (three shares).
- Upload of CMV accident data in accordance with current FMCSA data quality policy guidelines (two shares).
- Verification of commercial driver licenses (CDLs) during all roadside inspections (two shares).
- Upload of CMV inspection reports in accordance with current FMCSA data quality policy guidelines (two shares).

Section VI: Award Administration Information

Upon receipt and approval of the complete MCSAP application package, FMCSA will award funding and enter into grant agreements as soon as administratively practicable. An award recipient may be required to submit a supplemental budget or project narrative based on a partial or modified grant award.

Funding amounts made available for reimbursement may be impacted by limitations placed on the spending authority and appropriations enacted for FMCSA.

Reporting responsibilities include quarterly program performance status using the Performance Progress Report (SF-PPR). The PPR should address any additional questions and factors as deemed appropriate by FMCSA.

Applicants must agree to the FMCSA Financial Assistance Agreement General Provisions and Assurances before grant funds will be awarded. These provisions require, but are not limited to, submission of quarterly financial (Federal Financial Report SF-425) and performance progress reports (PPR). The most recent version of the General Provisions and Assurances, the SF-425, and the SF-PPR, and other relevant grant administration requirements and resources are available on the FMCSA website at <http://www.fmcsa.dot.gov/about/GRANTS/grantee-resources.aspx> .

Section VII: Agency Contact

The MCSAP Basic and Incentive grant program is managed by the United States Department of Transportation – Federal Motor Carrier Safety Administration – Associate Administrator for Enforcement – Office of Safety Programs – State Programs Division.

For more information related to this announcement or application submission, the applicant may contact the [FMCSA Field Office](#) in its State, or the program manager:

Karen Brooks
Transportation Specialist
Email (preferred): karen.brooks@dot.gov
Office: 202-465-5641

By Mail:
U.S. Department of Transportation
Federal Motor Carrier Safety Administration
1200 New Jersey Ave, SE, West Building
Washington, DC 20590
ATTN: Karen Brooks (MC-ESS)

Section VIII: Other Information

This Grants.gov opportunity is only applicable to MCSAP Basic and Incentive funding. Applications for related grant programs (specifically, MCSAP High Priority and/or MCSAP New Entrant) **MUST NOT BE SUBMITTED** under this Grants.gov opportunity announcement.

APPENDIX A
 FY 2014 MCSAP Basic/Incentive Grants
 Required Documents Checklist

This checklist includes a list of all required documents, the location of each, and a brief description of the document's purpose. It is provided for your convenience and is not mandatory. The checklist is intended to assist applicants in ensuring that required forms or information is not accidentally omitted from the application package. All required documents are available on FMCSA's website in either the Grantee Resources section at <http://www.fmcsa.dot.gov/about/GRANTS/grantee-resources.aspx> or the MCSAP main page at <http://www.fmcsa.dot.gov/safety-security/safety-initiatives/mcsap/mcsapforms.htm>. Many of the required documents are also available from Grants.gov and can be accessed by downloading the application kit.

Document Name	Document Description	Document Location	Document Included
SF-424 Application for Federal Assistance	This is the standard application form for all requests for Federal assistance.	Included in the Grants.gov application kit	<input type="checkbox"/>
SF-424A Budget Information for Non-Construction Program	This is a standard budget form for requests for Federal assistance.	Included in the Grants.gov application kit	<input type="checkbox"/>
SF-424B Assurances for Non-Construction Programs	This is a standard assurances form associated with accepting Federal assistance funds.	Included in the Grants.gov application kit	<input type="checkbox"/>

Document Name	Document Description	Document Location	Document Included
Grants.Gov Lobbying Form	This form allows applicants to indicate that they do not engage in lobbying activity. If an applicant completes this form, the SF-LLL – Disclosure of Lobbying Activities is not required. If an applicant does conduct lobbying activities, it needs to be indicated on the SF-LLL.	Both the Grants.Gov Lobbying Form and the SF-LLL are included in the Grants.gov application kit	<input type="checkbox"/>
Attachment Form	This document is used to submit supplemental attachments to support the grant application.	Included in the Grants.gov application kit	<input type="checkbox"/>
FY 2014 CVSP	This template should be used to create the CVSP.	Available from the FMCSA website http://www.fmcsa.dot.gov/safety-security/safety-initiatives/mcsap/mcsapforms.htm	<input type="checkbox"/>
MCSAP line-item budget	This template should be used to create the CVSP line-item budget.	Available from the FMCSA website http://www.fmcsa.dot.gov/safety-security/safety-initiatives/mcsap/mcsapforms.htm	<input type="checkbox"/>
MCSAP Budget Narrative	This is NOT the line item budget. Rather, this document <i>describes</i> in a narrative format the costs necessary to complete the proposed tasks and achieve the project goal. The Budget Narrative should thoroughly and clearly justify or explain each Budget Category (Object Class) and follow all guidelines and limitations as provided in the application package. The Budget Narrative must be clear, specific, detailed, and mathematically correct; it should correspond to the information and	State-generated (Guidance document included as Appendix B of the NOFA and available from the FMCSA website http://www.fmcsa.dot.gov/safety-security/safety-initiatives/mcsap/mcsapforms.htm).	<input type="checkbox"/>

Document Name	Document Description	Document Location	Document Included
	figures on all budget forms.		
Certification of MCSAP Conformance (State Certification)	Required by 49 CFR 350.213(n), as described in detail in 49 CFR 350.211, this document certifies that the State will meet all of the requirements of participation in the MCSAP and must be executed by the authorized State official for providing program assurances.	Available from the FMCSA website http://www.fmcsa.dot.gov/safety-security/safety-initiatives/mcsap/mcsapforms.htm	<input type="checkbox"/>
Annual Certification of Compatibility	Required by 49 CFR 350.213(l), this document must be executed by the State's Governor, Attorney General, or other State official specifically designated by the Governor stating that the annual review was performed and the result of the annual review (including information on variances previously approved by FMCSA and variances submitted to FMCSA consideration but not yet approved). The document must either indicate that State CMV laws remain compatible with the FMCSRs and HMRs or identify any incompatibilities and include an explanation regarding the State's progress towards achieving compatibility and the date by which compatibility is expected to be achieved.	State-generated	<input type="checkbox"/>
New Laws and Regulations	Required by 49 CFR 350.213(m), a copy of any new law, regulation, or policy affecting CMV safety that was adopted by the State since the last CVSP; these new laws and	State-generated	<input type="checkbox"/>

Document Name	Document Description	Document Location	Document Included
	regulations should be referenced in the Results of the Regulatory Compatibility Review.		
Current Indirect Cost Rate Agreement	If the State is requesting Indirect Costs, this document from the State’s Cognizant Federal Agency should include both the indirect cost rate and the type of expense to which that rate can be applied.	Available from the State’s designated cognizant Federal Agency	<input type="checkbox"/>
FMCSA Administrative Capability Questionnaire	This questionnaire allows the State to self-certify its administrative infrastructure, policies, and resources.	Included in the Grants.gov application kit and available from the FMCSA website http://www.fmcsa.dot.gov/about/GRANTS/grantee-resources.aspx	<input type="checkbox"/>
Key Contacts form	<p>The Key Contacts form is used to provide the names of the State’s designated point of contact and signatory. When completing this document, please use the following guidance:</p> <p>Contact 1 – Authorized Signature – The “ADO” role in GrantSolutions. This individual is typically the head of the organization or a designee (e.g., Colonel, Director, Commissioner, etc.) who is authorized to sign grant applications and accept awards on behalf of the organization.</p> <p>Contact 2 - Coordination Program Responsibilities – The “PI/PD” role in GrantSolutions. This individual is typically the project/program manager (e.g., Unit</p>	Included in the Grants.gov application kit	<input type="checkbox"/>

Document Name	Document Description	Document Location	Document Included
	<p>Commander, Project Coordinator, etc.) who will have daily oversight over implementing the program. This individual can view grant documents in GrantSolutions, but cannot accept an award on behalf of the State.</p> <p>Contact 3 - Coordination Administrative Responsibilities – The “FO – Financial Officer” role in GrantSolutions. This role is typically performed by a grant, finance, or administrative/program specialist who monitors grant program finances, provides clarification on financial information such as budget details, Single Audits, invoice support documentation, and so forth. This individual will be authorized to upload reporting documents to GrantSolutions, but cannot accept an award on behalf of the State.</p>		

APPENDIX B
 FY 2014 MCSAP Basic/Incentive Grants
 Budget Narrative guidance document

A Budget Narrative should justify each of the costs being requested on the SF-424A, Budget Information form and the Commercial Vehicle Safety Plan (CVSP) Line Item Budget. A budget narrative should show how the amounts were determined. Please note that each subtotal reported on the CVSP Line Item Budget should match the corresponding object class categories on the SF-424A. The budget narrative should explain in short concise language why the costs are necessary, reasonable and allocable to the project in order to satisfy the governing cost principles.

FMCSA routinely has difficulty assessing CVSP Line Item Budgets because the Budget Narrative may not contain all the information needed. For example, it is difficult to determine the number of personnel being charged to the grant and whether they are full time or part time or what the unit cost is for equipment and supplies. In an effort to reduce the number of post application contacts FMCSA is required to make to State applicants regarding budget information, please use this document as a guide in completing your budget narrative so that a thorough review of expenses may be conducted.

The examples provided in this document are purposely simplistic. Be certain to provide sufficient detail to support the expenditures included in your line-item budget.

PERSONNEL

Explain how employee allocation of time (either in Full Time Equivalents (FTEs) or hours dedicated are charged to the grant and if all the costs pertain to these employees. Contractors should not be in this budget category. Overtime costs funded from the basic award is not to exceed 15% of the basic award amount.

Poor example: Fifty one officers work on MCSAP eligible enforcement activities - \$477,000

Good example: Twenty officers work part-time on MCSAP eligible enforcement activities. The total of their part-time effort equates to 5 FTEs (2000 hours per year). At an average rate of \$45 per hour, this equals the budgeted amount of \$450,000 per year for personnel.

Or, in table format:

Personnel	Cost Per Hour	Number of Hours dedicated to MCSAP	TOTAL COSTS
46 Officers	\$45	200	\$414,000
4 Sergeants	\$60	200	\$48,000
1 Captain	\$75	200	\$15,000
			\$477,000

FRINGE BENEFIT COSTS

Provide the methodology on how the fringe benefit amount is calculated (i.e., a statement that the costs are actual fringe benefits summed by employee or a rate approved by HHS in their State Wide Cost Allocation Plan or by the cognizant agency).

Poor example: Fringe benefits are a direct charge to the grant - \$152,640

Good example: Fringe benefits are a summation of the actual fringe benefits per employee and include: FICA, Medicare, Health insurance, and retirement. Based on the personnel proposed (4,000 labor hours at \$45 per hour), and the estimated percentage of fringe benefits that will be applied (approximately 22.4%), the budgeted amount for fringe benefits in this proposal is: \$40,320. The specific amount for FICA, Medicare, Health insurance, and retirement for each officer (based on the exact costs) will be included in each voucher.

Or, based on a percentage calculation approved in an indirect cost rate:

Good example: Fringe benefits are calculated with a rate approved by our cognizant agency and are included on our indirect cost rate letter. The rate is 32 percent. Based on the personnel proposed (4,000 labor hours at \$45 per hour), and fringe benefits at 32 percent is: \$57,600.

FRINGE BENEFITS AND OVERTIME

A statement is needed that explains how fringe benefits are calculated for overtime and that this practice is uniform for all employees charged to any revenue source is needed.

Poor example: Fringe benefits associated with overtime - \$67,000

Good example: Fringe benefits are calculated on overtime as a summation of actual charges per employee and include: FICA for amounts under \$114,000, Medicare, and retirement. Based on the proposed 500 hours of overtime at \$67.5 per hour (\$45 per hour x 1.5), and the estimated percentage of fringe benefits that will be applied (approximately 22.4%), the budgeted amount for fringe benefits on overtime in this proposal is: \$7,560. The specific amount for FICA, Medicare, Health insurance, and retirement for each officer (based on the exact costs) will be included in each voucher.

PROGRAM TRAVEL

Identify the conferences, meetings and training course costs. Include a rationale for why the number of people included is reasonable and necessary and the methodology on how the amount was derived.

Poor example: Travel to conference - \$28,410

Good example: 15 Officers to attend required MCSAP certification training in San Diego, CA.

Expense	Personnel	Amount	Days	Total
Airfare	15 officers	\$600	n/a	\$9,000
Per Diem	15 officers	\$68	3	\$3,060
Accommodations	15 officers	\$145	2	\$4,350
Registration	15 officers	\$800	n/a	\$12,000
				\$28,410

EQUIPMENT

49 CFR 18.3 defines equipment as “tangible, nonexpendable, personal property having a useful life of more than one year and an acquisition cost of \$5,000 or more per unit. A grantee may use its own definition of equipment provided that such definition would at least include all equipment defined above.”

Include a rationale for why the equipment is necessary, reasonable and allocable to the grant award. A description, quantity and unit price should be included in the narrative for all equipment. States that have an equipment threshold of below \$5,000 need to include it so FMCSA understands why lower costs items are included in this line rather than under supplies.

Poor example: Five Tahoe SUVs - \$165,000

Good example: State needs five new Tahoe SUVs to complete motor carrier safety inspections to replace five vehicles that have reached their useful life per our state vehicle replacement policy. These vehicles will be used only for MCSAP eligible purposes and are needed to fulfill the activities proposed in this application.

SUPPLIES

Per 49 CFR 18.3, “Supplies means all tangible personal property other than “equipment” as defined in this part.” States that have a different threshold for supplies need to provide that information. Include a quantity and unit cost for supplies such as computers and printers.

Poor example: Twenty computers at \$2,500 - \$50,000

Good example: Requesting 20 new computers for the 20 full time employees that will be working on the MCSAP grant because computers assigned to these employees are three years old. Per our state replacement policy computers need to be replaced every three years. The price of these computers is reasonable for this type of laptop with the required features to fulfill our reporting requirements. Unit cost for the laptop computers is \$2,500.

Important Note: It is not necessary to document office supplies in such detail that individual expenditures are listed (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 for each month. For example: General Office Supplies (paperclips, paper, toner, etc.) for the 24 individuals in the MCSAP Unit: \$1800 per month times 12 months = \$21,600.

CONTRACTUAL

An explanation of how the costs were derived for each contractual agreement and how it represents a fair market value should be explained in the narrative.

Poor Example: XYZ consultant - \$25,000

Good example: XYZ consultant has been providing IT services to our agency under a previously awarded contract which was procured in adherence to our policies and procedures ensuring a fair hourly rate. Furthermore, our IT department, which performs similar tasks, determined that 100 hours were needed to complete this Statement of Work (SOW) and they will be overseeing this cost item. At a fully-loaded contractual costs of \$125 per hour = \$12,500.

OTHER EXPENSES

Include a detailed description of how the costs were derived for each of the expenses listed in this budget category (i.e. conference costs should include the conference name, number of participants and registration fees). This category requires more detail because “other” is such a broad concept. Where appropriate, include a quantity and unit cost (i.e. CVSA decals: X decals at \$Y = \$Z total). Explain what costs are included in Fleet Costs or any mileage rate applied.

INDIRECT COSTS

A current and fully executed agreement/letter is required to support the amount placed in this line item. Ensure that the indirect cost rate is applied to the appropriate base (the appropriate base is included in the approved indirect cost agreement). For example, past applications applied their indirect cost rate to total direct costs when their agreement specified that indirect costs are to be applied to direct salary plus wages and fringe benefits.

APPENDIX C
FY 2014 MCSAP Basic/Incentive Grants
Funding Estimation Table

Because of the uncertainty of future appropriation bills, this table provides States with the total amount of Basic and Incentive funds in FY 2013. These amounts serve as the best indicator of FY 2014 funds, but variation is likely. Upon final award of FY 2014 funds, States must update their grant budget appropriately.

Total FY 2013* Basic/Incentive Program Funding (*Projected as of April 26, 2013)					
State	Federal Award			State Share	Total FY 2013 Program Funds
	Basic	Incentive	Estimated Total Federal Award		
Alabama	\$ 3,344,818	\$ 242,243	\$ 3,587,061	\$ 896,766	\$ 4,483,827
Alaska	\$ 681,920	\$ 42,802	\$ 724,722	\$ 181,181	\$ 905,903
American Samoa	\$ 350,000	\$ -	\$ 350,000	\$ -	\$ 350,000
Arizona	\$ 3,149,167	\$ 228,074	\$ 3,377,241	\$ 844,311	\$ 4,221,552
Arkansas	\$ 2,519,822	\$ 182,494	\$ 2,702,316	\$ 675,579	\$ 3,377,895
California	\$ 7,662,304	\$ 554,931	\$ 8,217,235	\$ 2,054,309	\$ 10,271,544
Colorado	\$ 2,831,106	\$ 205,038	\$ 3,036,144	\$ 759,036	\$ 3,795,180
Connecticut	\$ 1,433,511	\$ 13,843	\$ 1,447,354	\$ 361,839	\$ 1,809,193
Delaware	\$ 681,920	\$ 49,387	\$ 731,307	\$ 182,827	\$ 914,134
District of Columbia	\$ 681,920	\$ 6,585	\$ 688,505	\$ 172,127	\$ 860,632
Florida	\$ 7,662,304	\$ 554,931	\$ 8,217,235	\$ 2,054,309	\$ 10,271,544
Georgia	\$ 5,358,016	\$ 388,046	\$ 5,746,062	\$ 1,436,516	\$ 7,182,578
Guam	\$ 350,000	\$ -	\$ 350,000	\$ -	\$ 350,000
Hawaii	\$ 681,920	\$ 49,387	\$ 731,307	\$ 182,827	\$ 914,134
Idaho	\$ 1,351,192	\$ 97,858	\$ 1,449,050	\$ 362,263	\$ 1,811,313
Illinois	\$ 6,283,519	\$ 455,074	\$ 6,738,593	\$ 1,684,649	\$ 8,423,242
Indiana	\$ 4,276,325	\$ 309,706	\$ 4,586,031	\$ 1,146,508	\$ 5,732,539
Iowa	\$ 2,756,656	\$ 79,859	\$ 2,836,515	\$ 709,129	\$ 3,545,644
Kansas	\$ 2,722,507	\$ 78,869	\$ 2,801,376	\$ 700,344	\$ 3,501,720
Kentucky	\$ 2,875,937	\$ 208,285	\$ 3,084,222	\$ 771,056	\$ 3,855,278
Louisiana	\$ 2,719,000	\$ 196,919	\$ 2,915,919	\$ 728,980	\$ 3,644,899
Maine*	\$ 414,126	\$ 29,992	\$ 444,118	\$ 111,030	\$ 555,148
Maryland	\$ 2,431,520	\$ 152,619	\$ 2,584,139	\$ 646,035	\$ 3,230,174

Total FY 2013* Basic/Incentive Program Funding (*Projected as of April 26, 2013)					
State	Federal Award			State Share	Total FY 2013 Program Funds
	Basic	Incentive	Federal Award		
Massachusetts	\$ 2,458,413	\$ 154,307	\$ 2,612,720	\$ 653,180	\$ 3,265,900
Michigan	\$ 4,835,288	\$ 350,188	\$ 5,185,476	\$ 1,296,369	\$ 6,481,845
Minnesota	\$ 3,604,225	\$ 104,412	\$ 3,708,637	\$ 927,160	\$ 4,635,797
Mississippi	\$ 2,334,595	\$ 169,079	\$ 2,503,674	\$ 625,919	\$ 3,129,593
Missouri	\$ 4,165,989	\$ 301,715	\$ 4,467,704	\$ 1,116,926	\$ 5,584,630
Montana	\$ 1,303,847	\$ 94,429	\$ 1,398,276	\$ 349,569	\$ 1,747,845
Nebraska	\$ 1,962,911	\$ 37,910	\$ 2,000,821	\$ 500,206	\$ 2,501,027
Nevada	\$ 1,461,841	\$ 91,755	\$ 1,553,596	\$ 388,399	\$ 1,941,995
New Hampshire	\$ 681,920	\$ 49,387	\$ 731,307	\$ 182,827	\$ 914,134
New Jersey	\$ 3,452,304	\$ 250,028	\$ 3,702,332	\$ 925,583	\$ 4,627,915
New Mexico	\$ 1,825,917	\$ 132,239	\$ 1,958,156	\$ 489,539	\$ 2,447,695
New York	\$ 7,088,490	\$ 444,923	\$ 7,533,413	\$ 1,883,354	\$ 9,416,767
North Carolina	\$ 4,845,897	\$ 350,957	\$ 5,196,854	\$ 1,299,214	\$ 6,496,068
North Dakota	\$ 1,474,118	\$ 106,761	\$ 1,580,879	\$ 395,220	\$ 1,976,099
Northern Marianas	\$ 350,000	\$ -	\$ 350,000	\$ -	\$ 350,000
Ohio	\$ 5,932,190	\$ 429,630	\$ 6,361,820	\$ 1,590,455	\$ 7,952,275
Oklahoma	\$ 3,231,022	\$ 202,802	\$ 3,433,824	\$ 858,456	\$ 4,292,280
Oregon	\$ 2,440,098	\$ 153,158	\$ 2,593,256	\$ 648,314	\$ 3,241,570
Pennsylvania	\$ 5,933,130	\$ 429,698	\$ 6,362,828	\$ 1,590,707	\$ 7,953,535
Puerto Rico	\$ 1,184,626	\$ -	\$ 1,184,626	\$ 296,157	\$ 1,480,783
Rhode Island	\$ 681,920	\$ 49,387	\$ 731,307	\$ 182,827	\$ 914,134
South Carolina	\$ 2,798,745	\$ 175,669	\$ 2,974,414	\$ 743,604	\$ 3,718,018
South Dakota*	\$ 670,611	\$ 19,427	\$ 690,038	\$ 172,510	\$ 862,548
Tennessee	\$ 3,730,169	\$ 270,152	\$ 4,000,321	\$ 1,000,081	\$ 5,000,402
Texas	\$ 7,662,304	\$ 480,940	\$ 8,143,244	\$ 2,035,811	\$ 10,179,055
Utah	\$ 1,735,716	\$ 108,946	\$ 1,844,662	\$ 461,166	\$ 2,305,828
Vermont	\$ 681,920	\$ 13,170	\$ 695,090	\$ 173,773	\$ 868,863
Virgin Islands	\$ 350,000	\$ -	\$ 350,000	\$ -	\$ 350,000
Virginia	\$ 4,002,260	\$ 289,858	\$ 4,292,118	\$ 1,073,030	\$ 5,365,148
Washington	\$ 3,223,444	\$ 202,326	\$ 3,425,770	\$ 856,443	\$ 4,282,213
West Virginia	\$ 1,197,198	\$ 86,705	\$ 1,283,903	\$ 320,976	\$ 1,604,879

Total FY 2013* Basic/Incentive Program Funding (*Projected as of April 26, 2013)					
State	Federal Award			State Share	Total FY 2013 Program Funds
	Basic	Incentive	Estimated Total Federal Award		
Wisconsin	\$ 3,543,988	\$ 256,668	\$ 3,800,656	\$ 950,164	\$ 4,750,820
Wyoming	\$ 917,269	\$ 66,432	\$ 983,701	\$ 245,926	\$ 1,229,627
Total	\$ 154,981,875	\$ 10,000,000	\$ 164,981,875	\$ 40,895,486	\$ 205,877,361