



PUERTO RICO

Commercial Vehicle Safety Plan

**Federal Motor Carrier Safety Administration's
Motor Carrier Safety Assistance Program**

**Fiscal Years 2023 - 2025
Annual Update FY 2024**

Date of Acceptance: August 12, 2024

ACCEPTED CVSP



**U.S. Department of Transportation
Federal Motor Carrier Safety Administration**

Part 1 - MCSAP Overview

Part 1 Section 1 - Introduction

The Federal Motor Carrier Safety Administration (FMCSA) Motor Carrier Safety Assistance Program (MCSAP) is a Federal grant program that provides financial assistance to States to help reduce the number and severity of crashes and hazardous materials incidents involving commercial motor vehicles (CMV). The goal of the MCSAP is to reduce CMV-involved crashes, fatalities, and injuries through consistent, uniform, and effective CMV safety programs.

A State lead MCSAP agency, as designated by its Governor, is eligible to apply for grant funding by submitting a commercial vehicle safety plan (CVSP), in accordance with the provisions of [49 CFR 350.209, 350.211 and 350.213](#). The lead agency must submit the State's CVSP to FMCSA by the due date each year. For a State to receive funding, the CVSP needs to be complete and include all required documents. The State must submit a multi-year performance-based plan or annual update each year to receive MCSAP funds.

The online CVSP tool (eCVSP) outlines the State's CMV safety objectives, strategies, activities and performance measures and is organized into the following five parts:

- Part 1: MCSAP Overview (FY 2023 - 2025)
- Part 2: Crash Reduction and National Program Elements (FY 2023 - 2025)
- Part 3: National Emphasis Areas and State Specific Objectives (FY 2023 - 2025)
- Part 4: Financial Information (FY 2024)
- Part 5: Certifications and Documents (FY 2024)

All of the five eCVSP parts listed above contain subsections. Each subsection category will provide you with detailed explanation and instruction on what to do to complete the necessary tables and narratives.

The MCSAP program includes the eCVSP tool to assist States in developing and monitoring their grant applications. The eCVSP provides ease of use and promotes a uniform, consistent process for all States to complete and submit their plans. States and territories will use the eCVSP to complete the CVSP and to submit either a 3-year plan or an Annual Update. As used within the eCVSP, the term 'State' means all the States, the District of Columbia, the Commonwealth of Puerto Rico, the Commonwealth of the Northern Mariana Islands, American Samoa, Guam, and the Virgin Islands.

REMINDERS FOR FY 2024:

Multi-Year plans- All States will be utilizing the multi-year CVSP format. This means that objectives, projected goals, and activities in the plan will cover a full three-year period. The financial information and certifications will be updated each fiscal year.

Annual Updates for Multi-Year plans- States in Year 2 or Year 3 of a multi-year plan will be providing an Annual Update only. States will review the project plan submitted the previous year and indicate if any updates are needed for the upcoming fiscal year by answering the "Yes/No" question provided in each Section of Parts 1-3.

- If **"Yes"** is selected, the information provided for Year 1 will be editable and State users can make any necessary changes to their project plan. Answer carefully as there is only one opportunity to select "Yes" before the question is locked.
- If **"No"** is selected, the information in this section will not be editable and the user should move forward to the next section.
- Trend Analysis information that supports your current activities is not editable in Year 2 or 3 of an Annual Update plan.

All multi-year and annual update plans have been pre-populated with data and information from their FY 2023 plans. States must carefully review and update this information to reflect FY 2024 activities prior to submission to FMCSA. The financial information and certifications will be updated each fiscal year.

- Any information added should detail major programmatic changes.
- Add any updates to the narrative areas and indicate changes by preceding it with the heading **"FY 2024 Update"**. Below the heading, include descriptions of the changes to your program, including how any tables were modified.
- The Trend Analysis areas in each section can only be edited in Year 1 of a three-year plan. Trend Analysis data cannot be edited in Years 2 and 3.

Personally Identifiable Information - PII is information which, on its own or matched with other data, would permit identification of an individual. Examples of PII include: name, home address, social security number, driver's license number or State-issued identification number, date and/or place of birth, mother's maiden name, financial, medical, or educational

records, non-work telephone numbers, criminal or employment history, etc. PII, if disclosed to or altered by unauthorized individuals, could adversely affect the Agency's mission, personnel, or assets or expose an individual whose information is released to harm, such as identity theft.

States are reminded **not** to include any PII in their CVSP. The final CVSP approved by FMCSA is required to be posted to a public FMCSA website.

Part 1 Section 2 - Mission/Goal Statement

Please review the description of your State's lead CMV agency's goals or mission. Are there changes that need to be made for the upcoming fiscal year? Before selecting "yes," make sure there are changes to be made as once selected, this answer cannot be changed.

- ☐ Yes, the information in this section must be updated for this upcoming fiscal year. I understand that I must click "Save" to save any changes.
- ☐ No, the information in this section remains valid for the upcoming fiscal year and no updates are necessary.

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 information on any other FMCSA grant activities or expenses in the CVSP.

The Puerto Rico Transport and Other Public Services Bureau (TPSB, previously known as the Puerto Rico Public Service Commission), is the Government of Puerto Rico's (PR) agency assigned with the task of regulating "For Hire" and private transportation services. In 1984, TPSB was named as the lead MCSAP Agency in PR responsible for administering its Commercial Vehicle Safety Plan (CVSP). This led to the creation of the Motor Carrier Safety and Hazardous Materials Division (PRMCSAP). In 2018, TPSB was consolidated along with other agencies into a new administrative and operational structure, known as the Public Service Regulatory Board (PSRB). Under the new structure, TPSB focuses on the operational aspect of the matters under its jurisdiction, while PSRB performs the major administrative (including human resources, general services and information technology), financial, and legal functions.

TPSB agrees that CMV safety is a shared responsibility, which is why it has adopted FMCSA's goal:

To reduce crashes, injuries and fatalities involving Commercial Motor Vehicles in Puerto Rico.

Our goal is to **reach zero roadway fatalities in Puerto Rico.**

PRMCSAP will accomplish this goal primarily by performing roadside inspection activities throughout PR, with a special focus on High-Risk Crash corridors. We will continue to promote interagency cooperation and coordination by performing traffic enforcement activities as means to prevent and deter unsafe Motor Carrier Practices, as well as perform outreach to deter dangerous driver conduct.

There are several agencies that collaborate with our mission and strive to improve Commercial Motor Vehicle (CMV) safety, among these are:

1. **Puerto Rico Police Bureau (PRPB).** PR law enforcement agency. Responsible for all crash investigations.
2. **Puerto Rico Department of Transportation and Public Works (PRDTOP).** PR state driver's licensing agency (SDLA) and registers all motor vehicles.
3. **Puerto Rico Ports Authority (PRPA).** Agency that regulates the ports and cargo.
4. **Puerto Rico Highway and Transportation Authority (PRHTA).** PR highway safety representatives. Agency responsible for enforcing size and weight restrictions on CMVs.
5. **Puerto Rico Traffic Safety Commission (PRTSC).** Lead agency in the Traffic Records Committee. (NHTSA grantee).
6. **Puerto Rico Natural Resources Department (PRDRNA).** Agency assigned the task of regulating Hazardous Substances and Hazardous Waste in Puerto Rico.

Part 1 Section 3 - MCSAP Structure Explanation

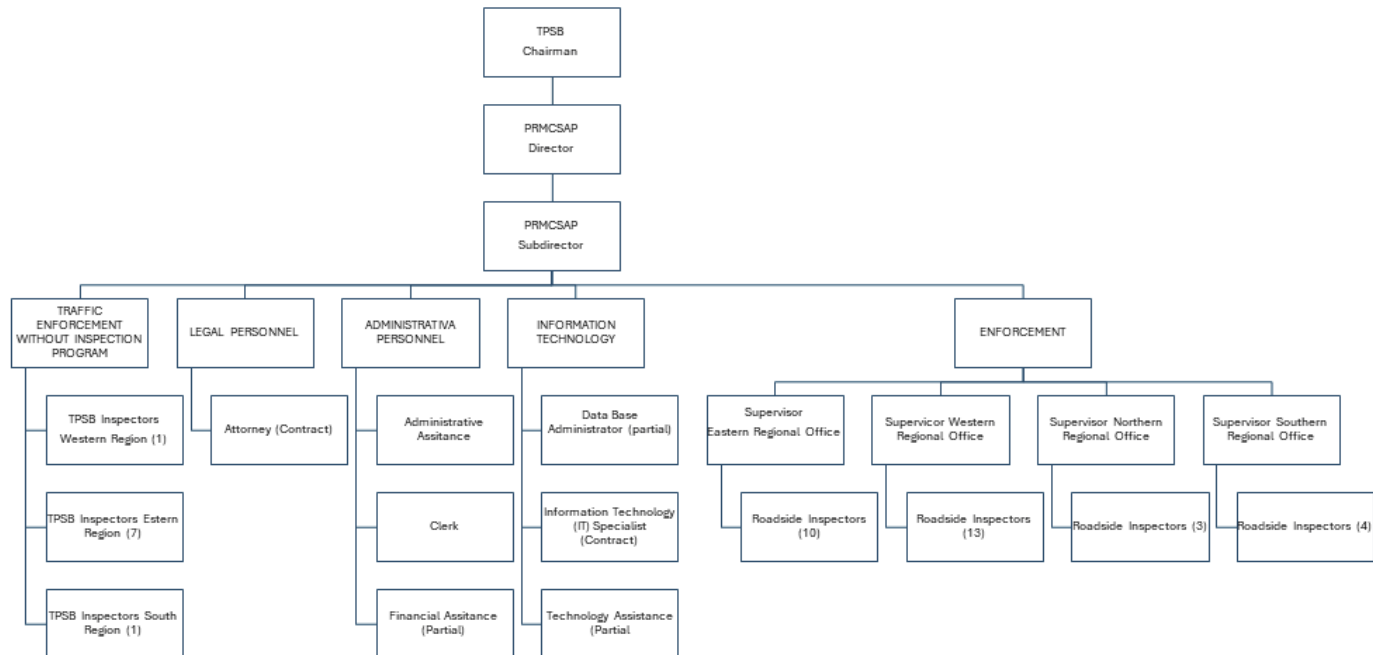
Please review your State's CMV enforcement program description. You must answer the questions about your grant activities. You must select "yes" to make changes.

- ☒ Yes, the information in this section must be updated. I understand that I must include the heading "Update for FY 2024" before adding my changes in the narrative section and then click "Save" to save the changes.
- ☐ No, the information in this section remains valid for the upcoming fiscal year and no updates are necessary. If no is selected, this section will not be open for editing.

Instructions:

Answer the questions about your CVSP initiatives and briefly describe the State's commercial motor vehicle (CMV) enforcement program funded by the MCSAP grant. For questions answered "Yes", describe your State's initiatives and indicate if more details are provided in other CVSP sections. Please do not include activities or expenses associated with any other FMCSA grant program.

Yes	No	CVSP Initiative Questions
<input checked="" type="radio"/>	<input type="radio"/>	Is the National Roadway Safety Strategy (NRSS) being used as a resource in developing the CVSP?
<input type="radio"/>	<input checked="" type="radio"/>	Are initiatives involving rural roads included in the CVSP?
<input type="radio"/>	<input checked="" type="radio"/>	Are activities regarding Migrant Worker Transportation in Rural Areas included in the CVSP?
<input checked="" type="radio"/>	<input type="radio"/>	Are initiatives regarding human trafficking/smuggling included in the CVSP?
<input type="radio"/>	<input checked="" type="radio"/>	Are activities regarding drug interdiction included in the CVSP?
<input type="radio"/>	<input checked="" type="radio"/>	Are initiatives regarding work zone safety included in the CVSP?
<input type="radio"/>	<input checked="" type="radio"/>	Is your State submitting an annual Training Plan to the National Training Center (NTC)?



The services provided by and for PRMCSAP are distributed among a Main Office (MO), located in the TPSB's Eastern Regional Office, and three (3) Regional Offices: Northern, Southern and Western. As specified in Part 1, Section 3, the PSRB provides administrative support to TPSB and PRMCSAP.

PRMCSAP is staffed as follows:

1. **Chairman (1):** Head of the TPSB. As such, is the Certifying State Official or ADO.
2. **Director (1):** State Official tasked with managing PRMCSAP. Responsible for personnel oversight, scheduling, and overall management. Monitors daily operations to ensure program effectiveness and compliance. Coordinates interagency efforts and educational activities. Collaborates with the Subdirector in preparing the CVSP and necessary amendments. If the Director is an agency-term employee not paid by MCSAP, they will assume the role of Subdirector and report accordingly. The Director and Subdirector will jointly manage the aforementioned duties at the Director's discretion.
3. **Subdirector (1):** Official appointed by the agency to prepare the CVSP and related amendments in collaboration with the Director. Prepares Progress Reports and assists Financial Specialists and Accountants with financial reporting. Collaborates on the Indirect Cost Rate Proposal and supports the Single Audit process. Performs other duties as assigned by the Director.
4. **Roadside Inspectors (24):** Designated officials conducting CVSA North American Standard Inspection Levels I-V. Currently, PRMCSAP comprises twenty (20) inspectors, including one (1) certified for Level VI inspections. One (1) Official Inspector supervises the others. Inspectors have authority to issue fines and place motor vehicles and/or drivers Out of Service. Responsible for post-crash inspections involving CMVs when assigned by the Director or Subdirector. Provides necessary education and outreach. Three (3) Official Inspectors (Supervisors) and two (2) Roadside Inspectors are planned for recruitment in FY-2024. An additional Roadside Inspector is budgeted in anticipation of reassignment, bringing the total to twenty-five (25) if reassigned.
5. **Administrative Assistant and Clerk (2):** Manage correspondence, phone calls, filing, and clerical tasks. Support roadside inspectors and the Administrative Assistant as assigned by the Director or Subdirector. Both will be assigned to MO. The Administrative Assistant position is currently vacant but slated for recruitment in FY 2024.
6. **Financial Assistant (1):** Dedicates 15% of their time to PRMCSAP activities, including assisting with Federal Financial Reports, vouchers, payroll processing, and related expenses.
7. **Technology Assistant (1):** Dedicates additional time to supporting PRMCSAP by managing technical equipment (e.g., computers, printers) and office servers, along with software support. This individual dedicates extra time specifically to MCSAP tasks and receives differential pay according to Puerto Rico legislation and regulations.
8. **Database Administrator (1):** Dedicates 15% of the time to performing activities in support of PRMCSAP, such as assisting the Information Technology (IT) Specialist with the maintenance of the computer system. Provides technical support when a broader expertise is required, beyond the IT Specialist's capabilities. Provides Cloud Connectivity support.
9. **Information Technology (IT) Specialist (1):** Provides technical support for PRMCSAP, including liaising with Volpe technical support, data collection, Inspection program maintenance, inspection review for errors, and MCMIS uploads. Responsible for vouchering and invoicing for FMCSA. This position is contracted.

10. **Attorney (1):** Conducts investigations and represents PRMCSAP in administrative hearings for CMV regulation violations. Drafts and updates regulations, specifically PR's Commercial Transport Regulations, Regulation No. 7470 of March 4, 2008, as amended. Provides legal counsel to the Director. This position is contracted.
11. **TPSB Inspectors (9).** Law enforcement officers that currently work for TPSB with authority to stop and intervene with CMVs committing moving/traffic violations.

Update for FY 2024

- The organizational chart and staff were updated to reflect the actual composition of PRMCSAP.
- A Clerk was recruited, but the Administrative Assistant still needs to be recruited.
- Ten (10) new inspectors were recruited.
- The duties of the Financial Assistant, and the IT Specialist were updated to accurately reflect their responsibilities.
- The position of Technology Assistant was added to reflect the reality of PRMCSAP.
- The Subdirector was hired.

Part 1 Section 4 - MCSAP Structure

Please review your State's MCSAP structure information. Do changes need to be made on this page for the upcoming fiscal year? Note: Before selecting "yes," make sure there are changes to be made as once selected, this answer cannot be changed.

- ☐ Yes, the information in this section must be updated. I understand that I must include the heading "Update for FY 2024" before adding my changes in the narrative section and then click "Save" to save the changes.
- ☐ No, the information in this section remains valid for the upcoming fiscal year and no updates are necessary. If no is selected, this section will not be open for editing.

Instructions:

Complete the following tables for the MCSAP lead agency, each subrecipient and non-funded agency conducting eligible CMV safety activities.

The tables below show the total number of personnel participating in MCSAP activities, including full time and part time personnel. This is the total number of non-duplicated individuals involved in all MCSAP activities within the CVSP. (The agency and subrecipient names entered in these tables will be used in the National Program Elements—Roadside Inspections area.)

The national program elements sub-categories represent the number of personnel involved in that specific activity area.

- **Driver and Vehicle Inspections** includes the number of personnel conducting inspection activities.
- **Traffic enforcement activities** includes the number personnel conducting CMV and Non-CMV traffic enforcement activities.
- **Investigations** includes the number of personnel conducting Investigations, Compliance Reviews, and New Entrant Safety Audits.
- **Public Education and Awareness** includes the number of personnel conducting public education and awareness on CMV topics.
- **Data Collection and Reporting** includes the number of personnel responsible for collecting, processing, analyzing and reporting State data including inspections and crashes, uploading data via SafetyNet and SAFER, and monitoring the quality of data timeliness, accuracy, and completeness.

FMCSA recognizes that some staff may be involved in more than one area of activity.

Lead Agency Information	
Agency Name:	TRANSPORT AND OTHER PUBLIC SERVICES BUREAU
Enter total number of personnel participating in MCSAP activities	42
National Program Elements	Enter # personnel below
Driver and Vehicle Inspections	24
Traffic Enforcement Activities	33
Investigations*	0
Public Education and Awareness	24
Data Collection and Reporting	27
* Formerly Compliance Reviews and Includes New Entrant Safety Audits	

Subrecipient Information	
Agency Name:	0
Enter total number of personnel participating in MCSAP activities	0
National Program Elements	Enter # personnel below
Driver and Vehicle Inspections	0
Traffic Enforcement Activities	0
Investigations*	0
Public Education and Awareness	0
Data Collection and Reporting	0
* Formerly Compliance Reviews and Includes New Entrant Safety Audits	

Non-funded Agency Information	
Total number of agencies:	0
Total # of MCSAP Participating Personnel:	0

Part 2 - Crash Reduction and National Program Elements

Part 2 Section 1 - Overview

Part 2 allows the State to provide past performance trend analysis and specific goals for FY 2023 - 2025 in the areas of crash reduction, roadside inspections, traffic enforcement, audits and investigations, safety technology and data quality, and public education and outreach.

*For CVSP planning purposes, the State can access detailed counts of its core MCSAP performance measures from the **Analysis & Information Online** (A&I Online) website, <https://ai.fmcsa.dot.gov/Grants>. Portal credentials are required to access this website.*

- **MCSAP Performance Dashboard** – States can use this information to inform CVSPs and other activities with the goal of reducing crashes, injuries, and fatalities involving CMVs.

It provides a snapshot of MCSAP performance in four areas: Crash Overview, National Program Element goals, Enforcement Measures, and Funding Utilization.

- **Activity Dashboard** – This dashboard assists States in monitoring MCSAP activities identified in CVSPs and in preparing MCSAP quarterly reports. The reports are viewable by fiscal year and quarter. The most recent five fiscal years are available.

Reports are available in three areas: Crash Reduction, Out-of-Service (OOS) report, and National Program Elements (which includes reports on Roadside Inspections, Investigations, State Safety DQ, Safety Audits, Border Enforcement, and Traffic Enforcement).

- States can utilize other data reports available on A&I Online located in the Crash Statistics, Enforcement Programs, and Data Quality modules.
- States can also use internal State data sources.

It is important to always reference data source information used in developing problem statements, baseline information, objectives, and performance goals within the CVSP.

Part 2 Section 2 - CMV Crash Reduction

Please review the description of your State's crash reduction problem statement, goals, program activities and monitoring. Do changes need to be made on this page for the upcoming fiscal year? Note: Before selecting "yes," make sure there are changes to be made as once selected, this answer cannot be changed.

- ☐ Yes, the information in this section must be updated. I understand that I must include the heading "Update for FY 2024" before adding my changes in the narrative section and then click "Save" to save the changes.
- ☐ No, the information in this section remains valid for the upcoming fiscal year and no updates are necessary. If no is selected, this section will not be open for editing.

FMCSA's primary mission is to reduce crashes, injuries and fatalities involving large trucks and buses. MCSAP partners also share the goal of reducing CMV-related crashes.

Performance data plays an important role in ensuring MCSAP-funded work across the country is actively and effectively promoting positive CMV safety outcomes. States can use the MCSAP Performance Dashboard to develop CVSPs, and to inform and inspire strategic conversations with FMCSA in the pursuit of our shared safety mission. Crash metrics are included in the Crash Overview section and represent the performance measures most commonly identified by the States.

States can use this data to identify State trends in key crash measures, and compare your State with nationwide and regional data.

Trend Analysis for 2017 - 2021

Instructions for all tables in this section:

Complete the tables below to document the State's past performance trend analysis over the past five measurement periods. All columns in the table must be completed.

- Insert the beginning and ending dates of the five most recent State measurement periods used in the **Measurement Period column**. The measurement period can be calendar year, Federal fiscal year, State fiscal year, or any consistent 12-month period for available data.
- In the **Number of Fatalities column**, enter the total number of fatalities resulting from crashes involving CMVs in the State during each measurement period.
- The **Goal and Outcome columns** relate to each other and allow the State to show its CVSP goal and the actual outcome for each measurement period. The goal and outcome must be expressed in the same format and measurement type (e.g., number, percentage, etc.).
 - In the **eCVSP Goal column**, enter the goal from the corresponding CVSP for the measurement period.
 - In the **Actual Outcome column**, enter the actual outcome for the measurement period based upon the goal that was set.
- Include the data source and capture date in the narrative box provided below the tables.
- If challenges were experienced while working toward the goals, provide a brief narrative including details of how the State adjusted the program and if the modifications were successful.
- The Trend Analysis area is only open for editing during Year 1 of a 3-year plan. This data is not editable in Years 2 and 3.

ALL CMV CRASHES

Select the State's method of measuring the crash reduction goal as expressed in the corresponding CVSP by using the drop-down box options: (e.g. large truck fatal crashes per 100M VMT, actual number of fatal crashes, actual number of fatalities, or other). Other can include injury only or property damage crashes.

Goal measurement as defined by your State: Actual # Fatalities

If you select 'Other' as the goal measurement, explain the measurement used in the text box provided:

Measurement Period (Include 5 Periods)		Fatalities	Goal	Outcome
Begin Date	End Date			
10/01/2020	09/30/2021	2	0	2
10/01/2019	09/30/2020	6	0	6
10/01/2018	09/30/2019	7	0	7
10/01/2017	09/30/2018	8	0	8
10/01/2016	09/30/2017	5	0	5

MOTORCOACH/PASSENGER CARRIER CRASHES

Select the State's method of measuring the crash reduction goal as expressed in the corresponding CVSP by using the drop-down box options: (e.g. large truck fatal crashes per 100M VMT, actual number of fatal crashes, actual number of fatalities, other, or N/A).

Goal measurement as defined by your State: Actual # Fatalities

If you select 'Other' or 'N/A' as the goal measurement, explain the measurement used in the text box provided:

Measurement Period (Include 5 Periods)		Fatalities	Goal	Outcome
Begin Date	End Date			
10/01/2020	09/30/2021	0	0	0
10/01/2019	09/30/2020	0	0	0
10/01/2018	09/30/2019	1	0	1
10/01/2017	09/30/2018	1	0	1
10/01/2016	09/30/2017	0	0	0

Hazardous Materials (HM) CRASH INVOLVING HM RELEASE/SPILL

Hazardous material is anything that is listed in the hazardous materials table or that meets the definition of any of the hazard classes as specified by Federal law. The Secretary of Transportation has determined that hazardous materials are those materials capable of posing an unreasonable risk to health, safety, and property when transported in commerce. The term hazardous material includes hazardous substances, hazardous wastes, marine pollutants, elevated temperature materials, and all other materials listed in the hazardous materials table.

For the purposes of the table below, HM crashes involve a release/spill of HM that is part of the manifested load. (This does not include fuel spilled from ruptured CMV fuel tanks as a result of the crash).

Select the State’s method of measuring the crash reduction goal as expressed in the corresponding CVSP by using the drop-down box options: (e.g., large truck fatal crashes per 100M VMT, actual number of fatal crashes, actual number of fatalities, other, or N/A).

Goal measurement as defined by your State: Actual # Fatalities

If you select 'Other' or 'N/A' as the goal measurement, explain the measurement used in the text box provided:

Measurement Period (Include 5 Periods)		Fatalities	Goal	Outcome
Begin Date	End Date			
10/01/2020	09/30/2021	0	0	0
10/01/2019	09/30/2020	0	0	0
10/01/2018	09/30/2019	0	0	0
10/01/2017	09/30/2018	0	0	0
10/01/2016	09/30/2017	0	0	0

Enter the data sources and capture dates of the data listed in each of the tables above.

Data Source: FMCSA's Motor Carrier Management Information System (MCMIS) data snapshot as of 08/26/2022. Capture Date: 09/14/2022.

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

Currently, PRMCSAP has nine (9) vacant Roadside Inspector positions. Vacancies have mainly resulted from the unexpected resignation of a total of six (6) inspectors since June 2021, and difficulties in filling previously vacant positions during the government shutdown due to the pandemic. This has significantly impacted our capacity to conduct all planned activities, which are directed to reduce CMV-related fatalities. Efforts are in process to hire ten (10) new Roadside Inspectors and three (3) Official Inspectors (Supervisors). We estimate that these positions will be filled by FY 2023.

In PR, the PRPB is the agency responsible for conducting all crash investigations and completing crash reports. Currently, there is no formal agreement nor a standard operating procedure established between the PRPB and PRMCSAP governing crash data exchange. This has affected PRMCSAP's ability to obtain and consistently report CMV-related crash data to MCMIS. We are in the process of establishing a formal agreement with the PRPB to address this issue and improve the quality of the crash data reported to FMCSA. Additionally, we will establish a process to automate CMV-related crash data reporting in FY 2022.

Narrative Overview for FY 2023 - 2025**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 vehicles. The State has flexibility in setting its goal and it can be based on raw numbers (e.g., total number of fatalities or CMV crashes), based on a rate (e.g., fatalities per 100 million VMT), etc.

Problem Statement Narrative: Describe the identified problem, include baseline data and identify the measurement method.**Problem:**

Puerto Rico has yet to decrease its total number of CMV-related fatalities to 0.

Baseline data:

In the last five Fiscal Years, a total of 28 lives were lost in Puerto Rico due to CMV-related crashes. This represents an average of five (5) lives lost per year. With FMCSA's help, we strive for zero roadway fatalities. Zero is the only acceptable number of deaths on our highways, roads, and streets. (National Roadway Safety Strategy, United States Department of Transportation, January 2022).

Measurement method:

Currently, crash data is obtained by PRMCSAP from the PR Road Safety Observatory of the PRTSC, with data obtained from the crash reports prepared by the PRPB. Once PRMCSAP and the PRPB have established the connection required, crash data will be automatically updated in SafetyNet.

Non-Inspection Traffic Enforcement Program**Baseline data:**

The U.S. DOT National Roadway Safety Strategy (NRSS) highlights new priority actions that target our most significant and urgent problems regarding road safety, and are, therefore, expected to have the most substantial impact. Dangerous behaviors like impaired driving and excessive speeding threaten the safety of all road users, not just individual drivers. As articulated in the NRSS, the most serious and fatal crashes recorded nationally include at least one human behavioral issue as a contributing factor. Unfortunately, data reflects the same trend in Puerto Rico. Between 2019 and 2021, over 84% of all CMV-related crashes that resulted in an injury or fatality listed human error as a primary cause. Furthermore, about 80% of the reported CMV fatal crashes had human error listed as a contributing cause. Data Source: Puerto Rico (PR) Road Safety Observatory from the PR Traffic Safety Commission. The data set was compiled from PR Police Bureau crash reports from January 2019 to December 2021. One Key Departmental Action is to increase CMV highly visible traffic enforcement against risky driver behavior focused on high crash locations. This activity will cover TPSB officer's overtime salaries, fringe benefits, travel costs, other costs (including fuel, vehicle maintenance and tolls), and indirect costs.

Enter the data source and capture date:

Data Source: FMCSA's Motor Carrier Management Information System (MCMIS) data snapshot as of 08/26/2022. Capture Date: 09/14/2022. Data Source: Puerto Rico (PR) Road Safety Observatory from the PR Traffic Safety Commission. The data set was compiled from PR Police Bureau crash reports from January 2019 to December 2021.

Projected Goal for FY 2023 - 2025:

In the table below, state the crash reduction goal for each of the three fiscal years. The method of measurement should be consistent from year to year. For example, if the overall crash reduction goal for the three year period is 12 percent, then each annual goal would be shown as 4 percent. If the crash reduction goal is 15 crashes per year, then each annual goal would be shown as 15.

Fiscal Year	Annual Crash Reduction Goals
2023	0
2024	0
2025	0

0 Fatalities

Program Activities for FY 2023 - 2025: States must indicate the activities, and the amount of effort (staff hours, inspections, traffic enforcement stops, etc.) that will be resourced directly for the program activities purpose.

For FY 2023 -2025 PR MCSAP intends to perform the following Program Activities:

1. Conduct a total of 5,000 **Roadside Inspections**, of which at least 2,000 will be conducted in high crash corridors.
2. Conduct a minimum of eight (8) of the following **coordinated enforcement activities** per quarter:
 - Highly visible non-inspection traffic enforcement activities in conjunction with the Traffic Unit of the PRPB (NHTSA's subgrantee).
 - Roadside inspections in conjunction with the Size and Weight Program of the PRTHA (FHWA's grantee).
3. Participate in the following **nationally coordinated enforcement events**:
 - a. **CVSA's International Road Check.** Annual three-day event when CVSA certified inspectors conduct compliance, enforcement, and educational initiatives targeted at various elements of motor carrier vehicle and driver safety.
 - b. **CVSA's Brake Safety Week.** Annual CMV brake safety inspection, enforcement, and education initiative where inspectors conduct their usual North American Standard (NSA) Level I and V inspections, and capture and report brake-related data to CVSA.
4. Perform at least ten (10) **scheduled in advance visits to motor carriers or owner-operators** against whom a formal complaint has been filed alleging safety defects and conduct an NAS inspections of the CMV Fleet.
5. **Non-Inspection Traffic Enforcement Program.** Nine (9) TPSB officers (non-MCSAP) and one (1) MCSAP roadside inspector will perform traffic enforcement activities without inspection out of business hours and/or on weekends. They will be paid on an overtime basis. Inspectors will be rotated and will participate on a voluntary basis. Inspectors are required to issue a traffic citation for all violations impacting CMV safety. PRMCSAP will allocate resources out of business hours to pursue distracted driving. The overtime work performed will focus on reducing violations associated with distracted driving by CMV drivers. To make this possible, PRMCSAP will schedule at least nine (9) TPSB officers to spend around 300 hours of overtime each to conduct 500 traffic enforcement contacts during the period of performance of the award.
 - a. Amount of effort: A total of nine (9) non-MCSAP inspectors, seven (7) inspectors from the TPSB's Eastern Regional Office and two (2) from the Western Regional Office, and one (1) PRMCSAP inspector, will perform traffic enforcement activities for this project. PRMCSAP will dedicate an estimated 300 hours per inspector of overtime per year. Activities performed will include traffic enforcement activities aimed at improving safety. At least two (2) inspectors per shift. 500 traffic enforcement contacts per year.

Update for FY 2024:

- Currently the data does not support a need for Puerto Rico to address CMV crashes around work zones, therefore we have not added such activities. Should the need arise, TPSB will address the matter in forthcoming CVSPs.
- In support of the NRSS, Puerto Rico added the Traffic Enforcement without Inspection Program. Also, TPSB is currently developing, with the Puerto Rico Police Bureau, a program for the transfer of crash data to SafetyNet, in order to assure that all serious CMV crashes are accounted for and have the most complete record available. With this data, PRMCSAP's

Director will be able to assign specific traffic enforcement initiatives in high crash corridors and take into account other considerations to further the 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 Standard Form - Performance Progress Reports (SF-PPRs).

Describe how the State will conduct ongoing monitoring of progress in addition to quarterly reporting.

PRMCSAP will monitor all activities in relation to the milestones established in the project plan and report quarterly to FMCSA. Specifically, for each program activity PRMCSAP will evaluate the following data elements:

1. Roadside Inspections:

- Total number of completed Roadside Inspections.
- Amount, location and NAS level of the Roadside Inspections conducted on high crash corridors.
- Total number of documented violations.
- Percent reduction in violations and out-of-service orders.
- Using the new High Crash Locator Tool, the PR MCSAP Director and/or Data Analyst will analyze on a weekly basis the change in crash and risk trends in Puerto Rico's high risk corridors to allocate enforcement resources.

2. Coordinated enforcement activities:

- Location and number of non-inspection traffic enforcement stops/contacts with CMVs.
- Location and number of CMV roadside inspections with size and weight verification.
- Total number of citations and documented violations.

3. National enforcement events:

- Number of CMV inspections, enforcements and driver education contacts performed per International Road Check event.
- Number of brake safety inspections, enforcements and driver education contacts per Brake Safety Week event.
- Total number of citations and documented violations.

4. Scheduled in advance inspections:

- Number of NAS inspections of motor carriers or owner-operators conducted by advanced scheduling.
- Total number of citations and documented violations.

5. Non-Inspection Traffic Enforcement Program:

- The PRMCSAP Director, or whom he/she assigns the task to, will request biweekly reports prepared by the officers assigned to the project.
- Monitor the amount of tickets emitted through the TPSB's digital platform.
- Number of non-inspection traffic enforcement stops/contacts with CMVs.
- Number of traffic citations issued during non-inspection traffic enforcement stops/contacts with a CMV.

Part 2 Section 3 - Roadside Inspections

Please review the description of your State's overall inspection program and identify if changes are needed for the upcoming fiscal year. You must also update the projected roadside inspection goals for the upcoming fiscal year. You must select "yes" to make changes.

- ☐ Yes, the information in this section must be updated. I understand that I must include the heading "Update for FY 2024" before adding my changes in the narrative section and then click "Save" to save the changes.
- ☐ No, the information in this section remains valid for the upcoming fiscal year and no updates are necessary. If no is selected, this section will not be open for editing.

In this section, provide a trend analysis, an overview of the State's roadside inspection program, and projected goals for FY 2023 - 2025. The Trend Analysis area is only open for editing during Year 1 of a 3-year plan. This data is not editable during Years 2 and 3.

Note: In completing this section, do NOT include border enforcement inspections. Border Enforcement activities will be captured in a separate section if applicable.

Trend Analysis for 2017 - 2021

Inspection Types	2017	2018	2019	2020	2021
Level 1: Full	964	1078	1154	924	646
Level 2: Walk-Around	1445	1621	1818	1160	1396
Level 3: Driver-Only	923	463	859	1032	730
Level 4: Special Inspections	288	475	501	122	125
Level 5: Vehicle-Only	367	321	283	93	50
Level 6: Radioactive Materials	5	1	5	2	0
Total	3992	3959	4620	3333	2947

Narrative Overview for FY 2023 - 2025

Overview:

Describe components of the State's general Roadside and Fixed-Facility Inspection Program. 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 the roadside inspection application name(s) (e.g., Aspen) used by the State.

Aspen

Enter a narrative 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 the cornerstone of our program. PRMCSAP conducts Level I - Level V inspections in an effort to reduce CMV crashes and fatalities.

General Roadside and Fixed-Facility Inspection Program:

- TPSB deploys PRMCSAP resources to conduct inspections at a fixed inspection site located in the parking lot of the Highway PR-52 Weigh Station in the Municipality of Salinas, in the southern region of the Island.
- On a regular basis, the traffic coordination team analyzes crash data and examines prevailing infractions to identify risk trends and appropriately deploy Traffic Enforcement resources. PRMCSAP safety activity schedules are designed monthly and periodically reviewed to adapt to unforeseen traffic and weather conditions. The other Roadside inspection locations are scattered across the main island, in rural and urban areas, including, but not limited to:

Roadside Inspection Locations

PR 1 San Juan to Ponce (North – South)
PR 2 San Juan to Ponce (North Route)
PR 3 Carolina to Ceiba (North - East)
PR 5 Bayamón
PR 10 Ponce to Arecibo (Central Area)
PR 18 San Juan (Las Américas)
PR 20 Martínez Nadal Guaynabo
PR 22 San Juan to Arecibo (North Route)
PR 26 San Juan to Carolina
PR 30 Caguas to Humacao
PR 52 San Juan to Ponce (North – South Highway)
PR 53 Fajardo to Guayama
PR 66 Carolina to Rio Grande
PR 100 Hormigueros to Cabo Rojo
PR 110 Aguadilla
PR 111 San Sebastián
PR 115 Aguadilla
PR 165 Guaynabo to Dorado
PR 185 Juncos to Canóvanas
PR 191 Río Grande (El Yunque)
PR 203 San Lorenzo (Expreso Chayanne)
PR 901 Yabucoa to Maunabo
PR 9914 Yabucoa
Ave. Roberto Santana Carolina, Base Muñiz

Update for FY 2024

- Corrected number of certified personnel in the Lead Agency.
- Updated Roadside Inspection Locations.
- Please note that the percent of Level 3 inspections projected for Puerto Rico is under the thirty-three percent (33%) encouraged by the MCSAP Comprehensive Policy because, unfortunately, the safety components of the intervened CMVs require a more detailed inspection and an inspection originally programmed for Level 3 becomes a Level 2 inspection.

Projected Goals for FY 2023 - 2025

Instructions for Projected Goals:

Complete the following tables in this section indicating the number of inspections that the State anticipates conducting during Fiscal Years 2023 - 2025. For FY 2024, there are separate tabs for the Lead Agency, Subrecipient Agencies, and Non-Funded Agencies—enter inspection goals by agency type. Enter the requested information on the first three tabs (as applicable). The Summary table totals are calculated by the eCVSP system.

To modify the names of the Lead or Subrecipient agencies, or the number of Subrecipient or Non-Funded Agencies, visit [Part 1, MCSAP Structure](#).

Note: Per the [MCSAP Comprehensive Policy](#), States are strongly encouraged to conduct at least 25 percent Level 1 inspections and 33 percent Level 3 inspections of the total inspections conducted. If the State opts to do less than these minimums, provide an explanation in space provided on the Summary tab.

MCSAP Lead Agency

Lead Agency is: TRANSPORT AND OTHER PUBLIC SERVICES BUREAU

Enter the total number of certified personnel in the Lead agency: 24

Projected Goals for FY 2024 - Roadside Inspections					
Inspection Level	Non-Hazmat	Hazmat	Passenger	Total	Percentage by Level
Level 1: Full	864	216	270	1350	27.00%
Level 2: Walk-Around	975	225	300	1500	30.00%
Level 3: Driver-Only	813	187	250	1250	25.00%
Level 4: Special Inspections	228	52	70	350	7.00%
Level 5: Vehicle-Only	358	82	110	550	11.00%
Level 6: Radioactive Materials	0	0	0	0	0.00%
Sub-Total Lead Agency	3238	762	1000	5000	

MCSAP subrecipient agency

Complete the following information for each MCSAP subrecipient agency. A separate table must be created for each subrecipient.

Subrecipient is: 0

Enter the total number of certified personnel in this funded agency: 0

Projected Goals for FY 2024 - Subrecipients					
Inspection Level	Non-Hazmat	Hazmat	Passenger	Total	Percentage by Level
Level 1: Full				0	%
Level 2: Walk-Around				0	%
Level 3: Driver-Only				0	%
Level 4: Special Inspections				0	%
Level 5: Vehicle-Only				0	%
Level 6: Radioactive Materials				0	%
Sub-Total Subrecipients	0	0	0	0	

Non-Funded Agencies

Total number of agencies:	0
Enter the total number of non-funded certified officers:	
Enter the total number of inspections projected for FY 2024:	

Summary

Projected Goals for FY 2024 - Roadside Inspections Summary

Projected Goals for FY 2024 Summary for All Agencies					
MCSAP Lead Agency: TRANSPORT AND OTHER PUBLIC SERVICES BUREAU					
# certified personnel: 24					
Subrecipient Agencies: 0					
# certified personnel: 0					
Number of Non-Funded Agencies: 0					
# certified personnel:					
# projected inspections:					
Inspection Level	Non-Hazmat	Hazmat	Passenger	Total	Percentage by Level
Level 1: Full	864	216	270	1350	27.00%
Level 2: Walk-Around	975	225	300	1500	30.00%
Level 3: Driver-Only	813	187	250	1250	25.00%
Level 4: Special Inspections	228	52	70	350	7.00%
Level 5: Vehicle-Only	358	82	110	550	11.00%
Level 6: Radioactive Materials	0	0	0	0	0.00%
Total MCSAP Lead Agency & Subrecipients	3238	762	1000	5000	

Note: If the minimum numbers for Level 1 and Level 3 inspections are less than described in the [MCSAP Comprehensive Policy](#), briefly explain why the minimum(s) will not be met.

Minimum number for Level I inspections (25%) will be met. The priorities established in the MCSAP Comprehensive Policy are that Level III inspections constitute 33% of all inspections. However, PRMCSAP has been unable to comply with this objective. The reasons being that: 1. When violations are observed, a stricter level of inspection is required. 2. Puerto Rico is an island, approximately 110 miles in length and 40 miles in width (approximately 95 air mile radius), so 100 Air-mile Radius Hours of Service Rules Exemption applies.

Note: The table below is created in Year 1. It cannot be edited in Years 2 or 3 and should be used only as a reference when updating your plan in Years 2 and 3.

Projected Goals for FY 2024 Roadside Inspections	Lead Agency	Subrecipients	Non-Funded	Total
Enter total number of projected inspections	5000	0	0	5000
Enter total number of certified personnel	27	0	0	27
Projected Goals for FY 2025 Roadside Inspections				
Enter total number of projected inspections	5000	0	0	5000
Enter total number of certified personnel	27	0	0	27

Part 2 Section 4 - Investigations

Please review your State's investigation goals, program activities and monitoring. Do changes need to be made on this page for the upcoming fiscal year? Note: Before selecting "yes," make sure there are changes to be made as once selected, this answer cannot be changed.

- ☐ Yes, the information in this section must be updated. I understand that I must include the heading "Update for FY 2024" before adding my changes in the narrative section and then click "Save" to save the changes.
- ☐ No, the information in this section remains valid for the upcoming fiscal year and no updates are necessary. If no is selected, this section will not be open for editing.

Describe the State's implementation of FMCSA's interventions model for interstate carriers. Also describe any remaining or transitioning compliance review program activities for intrastate motor carriers. Include the number of personnel assigned to this effort. Data provided in this section should reflect interstate and intrastate investigation activities for each year. The Trend Analysis area is only open for editing during Year 1 of a 3-year plan. This data is not editable during Years 2 and 3.

☒ The State does not conduct investigations. If this box is checked, the tables and narrative are not required to be completed and won't be displayed.

Part 2 Section 5 - Traffic Enforcement

Please review the description of your State's traffic enforcement program, projected goals and monitoring. You must answer the questions about your traffic enforcement activities in the Projected Goals area. You must select "yes" to make changes.

- ☐ Yes, the information in this section must be updated. I understand that I must include the heading "Update for FY 2024" before adding my changes in the narrative section and then click "Save" to save the changes.
- ☐ No, the information in this section remains valid for the upcoming fiscal year and no updates are necessary. If no is selected, this section will not be open for editing.

Traffic enforcement means documented enforcement activities by State or local officials. This includes the stopping of vehicles operating on highways, streets, or roads for moving violations of State or local motor vehicle or traffic laws (e.g., speeding, following too closely, reckless driving, and improper lane changes). The Trend Analysis area is only open for editing during Year 1 of a 3-year plan. This data is not editable during Years 2 and 3.

Trend Analysis for 2017 - 2021

Instructions:

Please refer to the [MCSAP Comprehensive Policy](#) for an explanation of FMCSA's traffic enforcement guidance. Complete the tables 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 being 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 CMV traffic enforcement stops with an inspection, CMV traffic enforcement stops without an inspection, and non-CMV stops in the tables below.
3. Insert the total number of written warnings and citations issued during the measurement period. The number of warnings and citations are combined in the last column.

State/Territory Defined Measurement Period (Include 5 Periods)		Number of Documented CMV Traffic Enforcement Stops with an Inspection	Number of Citations and Warnings Issued
Begin Date	End Date		
10/01/2020	09/30/2021	485	366
10/01/2019	09/30/2020	213	0
10/01/2018	09/30/2019	206	0
10/01/2017	09/30/2018	299	0
10/01/2016	09/30/2017	333	0

☐ The State does not conduct CMV traffic enforcement stops without an inspection. If this box is checked, the "CMV Traffic Enforcement Stops without an Inspection" table is not required to be completed and won't be displayed.

State/Territory Defined Measurement Period (Include 5 Periods)		Number of Documented CMV Traffic Enforcement Stops without Inspection	Number of Citations and Warnings Issued
Begin Date	End Date		
01/01/2021	12/31/2021	0	0
01/01/2020	12/31/2020	0	0
01/01/2019	12/31/2019	0	0
01/01/2018	12/31/2018	0	0
01/01/2017	12/31/2017	0	0

☒ **The State does not conduct documented non-CMV traffic enforcement stops and was not reimbursed by the MCSAP grant (or used for State Share or MOE). If this box is checked, the "Non-CMV Traffic Enforcement Stops" table is not required to be completed and won't be displayed.**

Enter the source and capture date of the data listed in the tables above.

1. Inspections: Data Source: SAFETYNET. Capture date: November 4, 2022. 2. Citations: Data Source: TPSB's digital platform. Capture date: November 3, 2022. Prior to the implementation of TPSB's digital platform, TPSB did not record the number of citations and warnings issued by PRMCSAP (based on CMV TE stops with an inspection) separately, or did so intermittently. We are providing the number of citations emitted through the digital platform (10/01/2020 through 09/30/2021). This amount may include citations issued by MCSAP Inspectors while working with the High Priority grant. The number of citations issued for 10/01/2021 through 09/30/2022 is 370. 2. Enforcement Stops Without Inspection: The data required is left blank (0) because TPSB will begin conducting CMV traffic enforcement stops without an inspection in FY 2022.

Narrative Overview for FY 2023 - 2025

Instructions:

Describe the State's proposed level of effort (number of personnel) to implement 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. Please include 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 who conduct eligible commercial vehicle/driver enforcement activities. If the State conducts non-CMV traffic enforcement activities, the State must conduct these activities in accordance with the [MCSAP Comprehensive Policy](#).

Traffic Enforcement with Inspection

1. PR Level of Effort: 24 Roadside Inspectors
2. CMV and Non-CMV traffic enforcement program: PRMCSAP inspectors do not have jurisdiction over Non-CMVs.
3. Traffic Enforcement Resources:
 - a. Number of officers: 24 MCSAP Roadside Inspectors.
 - b. Time of day: 06:00 - 14:30.
 - c. Days of Week: Monday - Friday.

Traffic Enforcement without Inspection

1. PR Level of Effort: 9 TPSB (Non-MCSAP) Inspectors and 1 Roadside Inspector
2. CMV and Non-CMV traffic enforcement program: TPSB will not perform non-CMV TE.

3. Traffic Enforcement Resources:

- a. Number of officers: Total of 10 Inspectors.
- b. Time of day: Out of business hours on weekdays, or at any time on weekends, as determined by the Director.
- c. Days of Week: Weekdays (after business hours) and weekends.

UPDATE FOR FY 2024

- Due to serious administrative setbacks, TPSB, as of November 2023, has not been able to hire the amount of inspectors needed to comply with previous roadside inspection goals. PRMCSAP is in the process of hiring ten (10) new inspectors and three (3) supervisors, for a total of twenty-four (24) Roadside Inspectors. Currently, PRMCSAP's law enforcement team is comprised of ten (10) Roadside Inspectors and one (1) Supervisor. PRMCSAP is working with a modest goal, though once new inspectors are hired, the performance will be updated by the number of inspections per inspector established in this proposal. The performance requirements for new hires and current inspectors will be the same, not lowered.

Projected Goals for FY 2023 - 2025

Using the radio buttons in the table below, indicate the traffic enforcement activities the State intends to conduct in FY 2023 - 2025. The projected goals are based on the number of traffic stops, not tickets or warnings issued. These goals are NOT intended to set a quota.

Note: If you answer "No" to "Non-CMV" traffic enforcement activities, the State does not need to meet the average number of 2014/2015 safety activities because no reimbursement will be requested. If you answer "No" and then click the SAVE button, the Planned Safety Activities table will no longer be displayed.

			Enter Projected Goals (Number of Stops only)		
Yes	No	Traffic Enforcement Activities	FY 2023	FY 2024	FY 2025
<input checked="" type="radio"/>	<input type="radio"/>	CMV with Inspection	2310	2310	2310
<input checked="" type="radio"/>	<input type="radio"/>	CMV without Inspection	500	500	500
<input type="radio"/>	<input checked="" type="radio"/>	Non-CMV	0	0	0
<input checked="" type="radio"/>	<input type="radio"/>	Comprehensive and high visibility in high risk locations and corridors (special enforcement details)	400	400	400

Describe how the State will report on, measure and monitor its traffic enforcement efforts to ensure effectiveness, consistency, and correlation to FMCSA's national traffic enforcement priority.

The Director will schedule roadside inspectors as needed to participate in traffic enforcement efforts. A report will be generated monthly to notify results of the activities. The report will be made available to the Director to include the data in the SF-PPRs.

Part 2 Section 6 - Safety Technology

Please verify your State's safety technology compliance levels with the ITD and PRISM programs, responsible agencies, and narrative overview. Do changes need to be made on this page for the upcoming fiscal year? Note: Before selecting "yes," make sure there are changes to be made as once selected, this answer cannot be changed.

- ☐ Yes, the information in this section must be updated. I understand that I must include the heading "Update for FY 2024" before adding my changes in the narrative section and then click "Save" to save the changes.
- ☐ No, the information in this section remains valid for the upcoming fiscal year and no updates are necessary. If no is selected, this section will not be open for editing.

This section covers two of FMCSA's safety technology programs:

- Innovative Technology Deployment (ITD)
- Performance and Registration Information Systems Management (PRISM)

Please complete the information below to indicate your State's participation level in each program, along with specific information about how MCSAP Operations and Maintenance (O&M) funding is used to support each of these safety technology programs. All O&M expenses for both ITD and PRISM must be included and described both in this section and in the appropriate section of Part 4, Financial Information.

Innovative Technology Deployment (ITD)

The ITD program is a key component of the FMCSA's drive to improve commercial motor vehicle safety. The ITD program empowers States to apply cutting-edge technology to share data more effectively and improve roadway safety.

With the enhanced funding provided to each State as part of the Bipartisan Infrastructure Law (BIL), certain technologies may be funded by MCSAP if certain criteria outlined below are met.

The technology:

- Is widely available not requiring any product development
- Can be fully deployed and operational within the period of performance
- Has a direct impact on CMV safety based on verified performance data
- Is outlined in a State's approved ITD Program Plan/Top Level Design (PP/TLD) if required

If there is a need for any technology development as part of a MCSAP project, and if the time to fully implement the technology exceeds the MCSAP period of performance, then the HP-ITD grant would be the appropriate source for federal funding. All ITD technology projects proposed will be reviewed by the ITD Program Office for eligibility determination.

ITD O&M is defined as costs associated with deployment projects that maintain and repair real property, or a system, based on its current status and abilities. O&M costs may also include memberships, fees, dues, program travel, and other related program costs that maintain or support deployment activities, as defined previously in the MCSAP Comprehensive Policy (MCP) section 5.2.

Performance and Registration Information Systems Management (PRISM)

FMCSA's PRISM program is a partnership with State CMV registration offices and law enforcement that improves highway safety by identifying and immobilizing commercial motor carriers that are prohibited from operating due to a Federal Out-of-Service (OOS) order. PRISM is a key component to FMCSA's mission to reduce the number of CMV crashes, injuries and fatalities in a rapidly expanding interstate motor carrier population. PRISM provides States a safety mechanism to identify and immobilize motor carriers with serious safety deficiencies and hold them accountable through registration and law enforcement sanctions. States may fund new PRISM system development, deployment, as well as Operations and Maintenance. Further information regarding full participation in PRISM can be found in the MCP Section 4.3.1.

PRISM O&M are costs associated with projects that improve CMV safety, maintain and/or advance PRISM levels. O&M costs may also include memberships, fees, dues, program travel, and other related program costs that maintain or support PRISM deployment activities. All PRISM technology projects proposed will be reviewed by the PRISM Program Manager for eligibility determination.

Safety Technology Compliance Status

Please verify the current level of compliance for your State in the table below using the drop-down menu. If the State plans to include O&M costs in this year's CVSP, please indicate that in the table below. Additionally, specific details must be included both in this section and in your Part 4 Spending Plan.

Technology Program	Current Compliance Level	Include O & M Costs?
ITD	Not Active	No
PRISM		No

Available data sources:

- The [Innovative Technology Deployment \(ITD\) website](#) is a centralized repository for information that States should utilize to plan and implement effective ITD programs. ITD users can log in to query information from SAFER and other FMCSA systems, as well as access resources including recordings of previous webinars, conference materials, and web infrastructure technical specifications.
- The [PRISM Data and Safety Hub \(DASH\)](#) is an online workspace where State partners can log in to access reports, submit data, get materials to help implement PRISM and obtain information on the Level Up initiative.

Enter the agency name responsible for ITD in the State:

Enter the agency name responsible for PRISM in the State: Puerto Rico Department of Transportation and Public Works

Narrative Overview for FY 2023 - 2025

Problem Statement Narrative and Projected Goal: Describe any challenges encountered in implementing, maintaining, or improving your ITD and PRISM program compliance level (i.e., problems encountered, obstacles overcome, lessons learned, etc.).

N/A

Program Activities for FY 2023 - 2025: Describe any activities that will be taken to implement, maintain or improve your ITD and PRISM programs. Include a description of O&M costs for ITD and PRISM.

N/A

Performance Measurements and Monitoring: Describe all performance measures that will be used and include how the State will conduct ongoing monitoring of ITD and PRISM progress (e.g., including quarterly SF-PPR reporting).

N/A

Part 2 Section 7 - Public Education and Outreach

Please review the description of your State's public education and outreach activities, projected goals and monitoring. Do changes need to be made on this page for the upcoming fiscal year? Note: Before selecting "yes," make sure there are changes to be made as once selected, this answer cannot be changed.

- ☐ Yes, the information in this section must be updated. I understand that I must include the heading "Update for FY 2024" before adding my changes in the narrative section and then click "Save" to save the changes.
- ☐ No, the information in this section remains valid for the upcoming fiscal year and no updates are necessary. If no is selected, this section will not be open for editing.

A public education and outreach program is designed to provide information on a variety of traffic safety issues related to CMVs and non-CMV's that operate around large trucks and buses. The Trend Analysis area is only open for editing during Year 1 of a 3-year plan. This data is not editable during Years 2 and 3.

Trend Analysis for 2017 - 2021

In the table below, provide the number of public education and outreach activities conducted in the past 5 years.

Public Education and Outreach Activities	2017	2018	2019	2020	2021
Carrier Safety Talks	0	13	1	0	15
CMV Safety Belt Education and Outreach	0	13	1	0	0
State Trucking Association Meetings	0	0	1	0	0
State-Sponsored Outreach Events	0	1	0	0	0
Local Educational Safety Events	0	1	0	0	0
Teen Safety Events	0	1	0	0	0

Narrative Overview for FY 2023 - 2025

Performance Objective: 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.

Describe the activities the State plans to conduct, including but not limited to passenger transportation, work zone safety, hazardous materials transportation, human trafficking/smuggling, and share the road safety initiatives. Include the number of personnel that will be participating in these efforts and any Public Education and Outreach activities that are not specifically listed in the Projected Goals table.

Activities

a. Carrier Safety Talks:

Fifteen (15) Carrier Safety Talks will be held per year. This includes educational talks for CMV license and HM endorsement candidates.

b. State Trucking Association Meetings:

At least four (4) meetings with representatives from Puerto Rico's main Trucking Associations, one (1) meeting per quarter.

c. State-Sponsored Outreach Events:

Four (4) CMV Educational Fairs per year.

One (1) School Bus Safety talk per year to be held in July, in anticipation of the beginning of the school year.)

Educational campaigns, orientation visits and TPSB coordinated Task Forces.

d. Social Media Outreach

CMV social media campaigns prepared by FMCSA and NHTSA will be shared across TPSB's platforms, as well as PRMCSAP's outreach campaign.

e. Educational Pamphlets

PRMCSAP had created a pamphlet addressed to Passenger Carrier Enforcement, which described PRMCSAP's mission, what to expect from an inspection, lists of the most common violations, as well as a section reminding drivers that the use of a cellphone or not using a seatbelt are against the law. It is distributed in any activities where Passenger Carriers are involved or present, roadside when strike forces are conducted and, in the office, whenever they visit. This pamphlet will be updated during this grant's period of performance by the new administrative staff.

Notes:

Enforcement & Compliance Personnel will support outreach efforts and be involved in CMV educational activities held by the TPSB.

Projected Goals for FY 2023 - 2025

In the table below, indicate if the State intends to conduct the listed program activities, and the estimated number, based on the descriptions in the narrative above.

			Performance Goals		
Yes	No	Activity Type	FY 2023	FY 2024	FY 2025
<input checked="" type="radio"/>	<input type="radio"/>	Carrier Safety Talks	10	10	15
<input checked="" type="radio"/>	<input type="radio"/>	CMV Safety Belt Education and Outreach	1	1	1
<input checked="" type="radio"/>	<input type="radio"/>	State Trucking Association Meetings	4	4	4
<input checked="" type="radio"/>	<input type="radio"/>	State-Sponsored Outreach Events	15	15	15
<input type="radio"/>	<input checked="" type="radio"/>	Local Educational Safety Events	0	0	0
<input type="radio"/>	<input checked="" type="radio"/>	Teen Safety Events	0	0	0

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 SF-PPR reports.

Number of activities held and attendance to each activity. Information obtained will be included in the SF-PPR reports.

Part 3 - National Emphasis Areas and State Specific Objectives**Part 3 Section 1 - Overview**

FMCSA establishes annual national priorities (emphasis areas) based on emerging or continuing issues and will evaluate CVSPs in consideration of these national priorities. Part 3 allows States to address national emphasis areas and priorities outlined in the MCSAP Planning Memorandum that do not fit well within any section in Part 2 – Crash Reduction.

States may include any State-specific objectives. For example, create an objective to provide refresher training to MCSAP funded personnel on detecting human trafficking and human smuggling in Section 5.

Specific goals and activities must be projected for the three fiscal year period (FYs 2023 - 2025).

Part 3 Section 2 - Enforcement of Federal OOS Orders during Roadside Activities

Please review your State's Federal OOS catch rate during roadside enforcement activities, projected goals, program activities and monitoring. Do changes need to be made on this page for the upcoming fiscal year? Note: Before selecting "yes," make sure there are changes to be made as once selected, this answer cannot be changed.

- ☐ Yes, the information in this section must be updated. I understand that I must include the heading "Update for FY 2024" before adding my changes in the narrative section and then click "Save" to save the changes.
- ☐ No, the information in this section remains valid for the upcoming fiscal year and no updates are necessary. If no is selected, this section will not be open for editing.

Instructions:

FMCSA has established an Out-of-Service (OOS) catch rate of at least 85 percent for carriers operating while under a Federal **Imminent Hazard (IH) and unsatisfactory/unfit (UNSAT/UNFIT) OOS** order. If your catch rate is below 85 percent, States must develop performance goals and activities to meet the FMCSA threshold of at least 85 percent.

The OOS Catch Rate report is located on the [A&I Online website](#) in the Grants module. Select the OOS report from the Activity Dashboard to view your catch rate. Portal credentials are required to access this website.

Your State's FY 2022 Federal IH and UNSAT/UNFIT OOS Catch Rate percentage: Not Applicable

Data Source: Last completed fiscal year, FMCSA Motor Carrier Management Information System (MCMIS) and the Safety and Fitness Electronic Records (SAFER) as of 04/28/2023

Check this box if:

- ☒ As evidenced by the data provided by FMCSA, the State identifies at least 85 percent of carriers operating under a Federal IH or UNSAT/UNFIT 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.

Part 3 Section 3 - Passenger Carrier Enforcement

Please review your State's passenger carrier transportation goals, problem statement narrative, program activities and monitoring. Do changes need to be made on this page for the upcoming fiscal year? Note: Before selecting "yes," make sure there are changes to be made as once selected, this answer cannot be changed.

- ☐ Yes, the information in this section must be updated. I understand that I must include the heading "Update for FY 2024" before adding my changes in the narrative section and then click "Save" to save the changes.
- ☐ No, the information in this section remains valid for the upcoming fiscal year and no updates are necessary. If no is selected, this section will not be open for editing.

Instructions:

FMCSA requests that States conduct enhanced investigations for motor carriers of passengers and other high-risk carriers. States are asked to continue partnering with FMCSA in conducting enhanced investigations and inspections at carrier locations.

Check this box if:

☒ As evidenced by the trend analysis data, the State has not identified a significant passenger transportation safety problem. Therefore, the State will not establish a specific passenger transportation goal in the current fiscal year. However, the State will continue to enforce the Federal Motor Carrier Safety Regulations (FMCSRs) pertaining to passenger transportation by CMVs in a manner consistent with the [MCSAP Comprehensive Policy](#) as described either below or in the roadside inspection section.

Part 3 Section 4 - State Specific Objectives – Past

No updates are required for this section.

Instructions:

Describe any State-specific CMV problems that were addressed with FY 2022 MCSAP funding. Some examples may include hazardous materials objectives, Electronic Logging Device (ELD) implementation, and crash reduction for a specific segment of industry, etc. Report below on year-to-date progress on each State-specific objective identified in the FY 2022 CVSP.

Progress Report on State Specific Objectives(s) from the FY 2022 CVSP

Please enter information to describe the year-to-date progress on any State-specific objective(s) identified in the State's FY 2022 CVSP. Click on "Add New Activity" to enter progress information on each State-specific objective.

Activity #1

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

Hazardous Materials Transportation Safety

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

Reduce Shipping Paper and Placard Violations by 6% (from FY 2015 rates) during FY 2020 - 2022.

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

2022 FY (YTD): Violations have increased from those of FY 2015. Shipping paper and placard violations are still the top two (2) violations found during roadside inspections. 1. Shipping Paper a. Violations: 30 b. OOS Pct: 86.67% 2. Placard a. Violations: 82 b. OOS Pct: 20.73%

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

Difficulties achieving the goal: HM transportation increased since the hurricanes back in 2017, at first to handle the emergency and now to perform the reconstruction required, since PR is still in the process of recovering from those events. Lessons learned: PRMCSAP will increase efforts to properly educate HM carriers on the importance of using correct placards/markings and shipping papers during transport.

Activity #2

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

CMV Safety Improvement

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

Lower Medical Certificate Violations to 2% within the grant period of performance.

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

FY 2022 YTD Progress Medical Certificate Violations constitute 23.94% of Total Violations - OOS Pct 0.18%. FY 2021 Medical Certificate Violations constituted 26.45% of Total Violations - OOS Pct 0.60%. FY 2020 Medical Certificate Violations constituted 31.36% of Total Violations - OOS Pct 1.18%.

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

Medical Certificate Violations have been declining, from 31.36% of total violations in FY 2020 to 23.94% in FY 2022 YTD (a decrease of 7.42 percentage points).

Activity #3

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

Safety Assessment and Enforcement Program (SAEP)

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

Establishing a Safety Assessment Program within the FY 2020 - 2022.

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

N/A

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

On November 19, 2020, the FMCSA PR/USVI Division and TPSB agreed to suspend the implementation of the Safety Assessment and Enforcement Program (SAEP) until it is clarified with FMCSA HQ that safety audits are an eligible MCSAP activity in the territories.

Activity #4**Activity: Describe State-specific activity conducted from previous year's CVSP.**

Construction Work Zones

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

Maintain Fatal CMV Crashes occurring in Construction Work Zones to 0 per 100M VMT from FY 2020 - 2022.

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

FY 2022 Progress to Date: No fatal crashes reported.

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

Part 3 Section 5 - State Specific Objectives – Future

Please review your State specific objectives and narrative overview. Do changes need to be made on this page for the upcoming fiscal year? Note: Before selecting "yes," make sure there are changes to be made as once selected, this answer cannot be changed.

- ☐ Yes, the information in this section must be updated. I understand that I must include the heading "Update for FY 2024" before adding my changes in the narrative section and then click "Save" to save the changes.
- ☐ No, the information in this section remains valid for the upcoming fiscal year and no updates are necessary. If no is selected, this section will not be open for editing.

Instructions:

The State may include additional objectives from the national priorities or emphasis areas identified in the NOFO as applicable. In addition, the State may include any State-specific CMV problems identified in the State that will be addressed with MCSAP funding. Some examples may include human trafficking/smuggling initiatives, work zone safety details, hazardous materials objectives, Electronic Logging Device (ELD) implementation, and crash reduction for a specific segment of industry, etc.

Describe any State-specific objective(s) identified for FY 2023 - 2025. Click on "Add New Activity" to enter information on each State-specific objective. This is an optional section and only required if a State has identified a specific State problem planned to be addressed with grant funding.

State Objective #1

Enter the title of your State-Identified Objective.

Hazardous Materials Transportation Safety

Narrative Overview for FY 2023 - 2025

Problem Statement Narrative: Describe problem identified by performance data including baseline data.

No Placards/Markings when required (49 C.F.R. §177.823(a)) violations continue to be the highest percent of violations in HM roadside inspections. Baseline Data: 1. FY 2020: 133 Violations / 27.82% of Total Violations 2. FY 2021: 168 Violations / 35.44% of Total Violations 3. FY 2022 (YTD): 82 Violations / 29.18% of Total Violations Data Source: FMCSA Motor Carrier Management Information System (MCMIS) data snapshot as of 08/26/2022. Capture Date: 09/15/2022.

Projected Goals for FY 2023 - 2025:

Enter performance goal.

1. Reduce No Placards/Markings Violations by 6% (from FY 2021 rates) during FY 2023-2025.

Program Activities for FY 2023 - 2025: Describe the activities that will be implemented including level of effort.

1. Roadside Inspections and Strike force activities will be conducted emphasizing HM Transportation. No Placard/Markings violations will be fined or placed OOS to promote compliance. 2. Coordination with FMCSA, PHMSA and TSPB, to perform educational activities to educate the LPG community.

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.

1. The Director will evaluate the number of §177.823(a) violations issued in this area on a quarterly basis to reallocate resources to increase inspection and / or traffic enforcement activities. 2. Plan and hold at least one virtual meeting with FMCSA, PHMSA, and TSPB Chairman, to coordinate an educational activity with the LPG community.

State Objective #2

Enter the title of your State-Identified Objective.

CMV SAFETY IMPROVEMENT

Narrative Overview for FY 2023 - 2025**Problem Statement Narrative: Describe problem identified by performance data including baseline data.**

No Medical Certificate in Driver's Possession (49 C.F.R. §391.41(a)) violations were the top violation found during Roadside Inspections in FY 2020-2022 (YTD). Baseline Data: FY 2020 No Medical Certificate Violations 31.36% of Total Violations - OOS Pct 1.18% FY 2021 No Medical Certificate Violations 26.45% of Total Violations - OOS Pct 0.60% FY 2022 YTD No Medical Certificate Violations 23.94% of Total Violations - OOS Pct 0.18% Data Source: FMCSA Motor Carrier Management Information System (MCMIS) data snapshot as of 08/26/2022. Capture Date: 09/15/2022.

Projected Goals for FY 2023 - 2025:**Enter performance goal.**

Lower No Medical Certificate in Driver's Possession Violations by 5% within the grant period of performance.

Program Activities for FY 2023 - 2025: Describe the activities that will be implemented including level of effort.

1. Perform roadside inspections and traffic enforcement activities paying special attention to Medical Certificate Compliance. 2. Perform one activity within the CMV community to educate about Medical Certificate requirements.

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.

1. The Director will evaluate the number of §391.41(a) violations issued in this area on a quarterly basis to reallocate resources to increase inspection and / or traffic enforcement activities. 2. The Director will ensure Medical Certificate forms are available in TPSB digital platforms for easy download and encourage TPSB to have printouts at all CMV educational events held by the TPSB. 3. The Director will verify that Medical Certificate regulations are discussed in educational activities held by the TPSB.

State Objective #3

Enter the title of your State-Identified Objective.

Detection and Prevention of Human Trafficking in Puerto Rico

Narrative Overview for FY 2023 - 2025**Problem Statement Narrative: Describe problem identified by performance data including baseline data.**

The Infrastructure Investment and Jobs Act, popularly known as the Bipartisan Infrastructure Law (BIL), prioritizes the prevention and detection of human trafficking under the MCSAP. The U.S. Department of Justice has identified an increase in the number of arrests reported for human trafficking involving involuntary servitude, and human trafficking involving commercial sex acts, as well as the number of defendants charged, convicted and sentenced to prison. Data Source: <https://bjs.ojp.gov/library/publications/human-trafficking-data-collection-activities-2021>. Capture Date: 08/26/2022. When it comes to human trafficking cases in PR, according to the Administration for Children & Families (ACF), a division of the U.S. Department of Health & Human Services (HHS), 22 cases were reported from December 2012 to December 2016, and potentially 28 persons trafficked. Data Source: https://www.acf.hhs.gov/sites/default/files/documents/otip/puerto_rico_profile_efforts_to_combat_human_trafficking.pdf. Capture Date: 08/26/2022. Currently, human trafficking activities are conducted by the PRPB and, if a case involving trafficking for the purposes of sexual exploitation arises, it is transferred to a Federal agency, mostly the Department of Homeland Security. Data Source: Human Trafficking in Puerto Rico: An Invisible Challenge, Dr. César A. Rey Hernández, Ph.D., Luisa Hernández Angueira, Ph.D. (January 2010). Capture Date:

08/26/2022. PRMCSAP inspectors are not trained in the detection of human trafficking. Therefore, there is a need to train MCSAP inspectors to recognize the signs of human trafficking and provide them with the tools and knowledge necessary to identify the signs and intervene if they come across a potential case.

Projected Goals for FY 2023 - 2025:

Enter performance goal.

1. Engage in the national efforts to prevent human trafficking "through coordinated enforcement and investigative and educational awareness measures within the commercial motor vehicle industry". <https://www.cvsa.org/programs/human-trafficking-prevention/>. Date captured: 08/26/2022. Update for FY 2024: - Inspectors have already been trained.

Program Activities for FY 2023 - 2025: Describe the activities that will be implemented including level of effort.

1. Publish at least one social media post per quarter. 2. Distribute the Truckers Against Trafficking wallet cards. Update for FY 2024: - Current inspectors have already been trained. New inspectors are expected to be trained when joining MCSAP so they can distribute the wallet cards.

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.

PRMCSAP will monitor all activities and outputs in relation to the baselines and timelines established in the project plan and report quarterly to FMCSA. The PRMCSAP Director, or whom he/she assigns the task to, will specifically monitor the number of social media posts and the number of trained staff.

State Objective #4

Enter the title of your State-Identified Objective.

"Seatbelt use while operating a CMV" or another theme, depending on Puerto Rico's specific CMV Safety outreach needs for FY 2024. Update for the FY 2024 - Campaign may be modified if TPSB, with the help of FMCSA, identifies another CMV Safety theme to which outreach efforts should be allocated. In that case, if required, the Problem Statement and Performance Goal may be modified.

Narrative Overview for FY 2023 - 2025

Problem Statement Narrative: Describe problem identified by performance data including baseline data.

In 2021, the failure to use a seat belt while operating a CMV was one of the top five Driver Violations found in PR. Baseline Data: CY 2021 "Failing to use a seat belt while operating a CMV" 376 of 3,502 Total Driver Violations (10.73%). Data Source: FMCSA Motor Carrier Management Information System (MCMIS) data snapshot as of 09/30/2022. Capture Date: 11/02/2022. Update for the FY 2024 - Campaign may be modified if TPSB, with the help of FMCSA, identifies another CMV Safety theme to which outreach efforts should be allocated. In that case, if required, the Problem Statement and Performance Goal may be modified.

Projected Goals for FY 2023 - 2025:

Enter performance goal.

Lower the number of lack of seat belt violations by 2% within the grant period of performance. Update for the FY 2024 - Campaign may be modified if TPSB, with the help of FMCSA, identifies another CMV Safety theme to which outreach efforts should be allocated. In that case, if required, the Problem Statement and Performance Goal may be modified.

Program Activities for FY 2023 - 2025: Describe the activities that will be implemented including level of effort.

Campaign may include at least one spot each in television, radio, digital media and/or social media.

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

Number of people reached across the different platforms.

State Objective #5

Enter the title of your State-Identified Objective.

Crash Investigation Pilot Program

Narrative Overview for FY 2023 - 2025

Problem Statement Narrative: Describe problem identified by performance data including baseline data.

In the last five Fiscal Years, a total of 28 lives were lost in Puerto Rico due to CMV-related crashes. This represents an average of five (5) lives lost per year. With FMCSA's help, we strive for zero roadway fatalities. Zero is the only acceptable number of deaths on our highways, roads, and streets. (National Roadway Safety Strategy, United States Department of Transportation, January 2022). Data Source: FMCSA's Motor Carrier Management Information System (MCMIS) data snapshot as of 08/26/2022. Capture Date: 09/14/2022. We also believe crashes involving CMVs are being underreported, as explained in this Plan, therefore assigning personnel to investigate a crash as soon as it occurs will help ensure it is recorded and reported. With this Pilot Program, TPSB will identify the most common causes of crashes and develop strategies to properly address the cause and assign resources to help prevent future crashes.

Projected Goals for FY 2023 - 2025:

Enter performance goal.

Perform at least twenty (20) investigations of fatal or serious injury crashes involving CMVs per fiscal year.

Program Activities for FY 2023 - 2025: Describe the activities that will be implemented including level of effort.

Level of effort: Two (2) Inspectors trained in FY 2022 and four (4) Inspectors that will be trained in FY 2023, for a total of six (6) trained and certified Inspectors who will conduct crash investigations. All inspectors will be MCSAP Roadside Inspectors. This program includes training on how to determine compliance of a CMV with the FMCSRs, how to collect and process evidence at a crash investigation scene, and how to analyze and determine facts from evidence collected at a crash investigation. Update for FY 2024 - All inspectors will be trained in FY 2023 or FY 2024.

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.

Inspectors will submit their crash reports to the Director, who will include the number of crashes investigated in the quarterly progress reports. With this data, PRMCSAP will develop enforcement based on the most common causes of crashes.

Part 4 - Financial Information

Part 4 Section 1 - Overview

The Spending Plan is an explanation of each budget component and should support the cost estimates for the proposed work. The Spending Plan should focus on how each item will achieve the proposed project goals and objectives and justify how costs are calculated. The Spending Plan must be clear, specific, detailed, and mathematically correct. Sources for assistance in developing the Spending Plan include [2 CFR part 200](#), [2 CFR part 1201](#), [49 CFR part 350](#) and the [MCSAP Comprehensive Policy](#).

Before any cost is billed to or recovered from a Federal award, it must be allowable ([2 CFR §200.403](#), [2 CFR §200 Subpart E – Cost Principles](#)), reasonable and necessary ([2 CFR §200.403](#) and [2 CFR §200.404](#)), and allocable ([2 CFR §200.405](#)).

- **Allowable** costs are permissible under the OMB Uniform Guidance, DOT and FMCSA regulations and directives, MCSAP policy, and all other relevant legal and regulatory authority.
- **Reasonable and Necessary** costs are those which a prudent person would deem to be judicious under the circumstances.
- **Allocable** costs are those that are charged to a funding source (e.g., a Federal award) based upon the benefit received by the funding source. Benefit received must be tangible and measurable.
 - For example, a Federal project that uses 5,000 square feet of a rented 20,000 square foot facility may charge 25 percent of the total rental cost.

Instructions

The Spending Plan should include costs for FY 2024 only. This applies to States completing a multi-year CVSP or an Annual Update to their multi-year CVSP.

The Spending Plan data tables are displayed by budget category (Personnel, Fringe Benefits, Travel, Equipment, Supplies, Contractual and Subaward, and Other Costs). You may add additional lines to each table, as necessary. Please include clear, concise explanations in the narrative boxes regarding the reason for each cost, how costs are calculated, why they are necessary, and specific information on how prorated costs were determined.

The following definitions describe Spending Plan terminology.

- **Federal Share** means the portion of the total project costs paid by Federal funds. The budget category tables use 95 percent in the federal share calculation.
- **State Share** means the portion of the total project costs paid by State funds. The budget category tables use 5 percent in the state share calculation. A State is only required to contribute 5 percent of the total project costs of all budget categories combined as State share. A State is NOT required to include a 5 percent State share for each line item in a budget category. The State has the flexibility to select the budget categories and line items where State match will be shown.
- **Total Project Costs** means total allowable costs incurred under a Federal award and all required cost sharing (sum of the Federal share plus State share), including third party contributions.
- **Maintenance of Effort (MOE)** means the level of effort Lead State Agencies are required to maintain each fiscal year in accordance with [49 CFR § 350.301](#). The State has the flexibility to select the budget categories and line items where MOE will be shown. Additional information regarding MOE can be found in the MCSAP Comprehensive Policy (MCP) in section 3.6.

On Screen Messages

The system performs a number of edit checks on Spending Plan data inputs to ensure calculations are correct, and values are as expected. When anomalies are detected, alerts will be displayed on screen.

- Calculation of Federal and State Shares

Total Project Costs are determined for each line based upon user-entered data and a specific budget category formula. Federal and State shares are then calculated by the system based upon the Total Project Costs and are added to each line item.

The system calculates a 95 percent Federal share and 5 percent State share automatically and populates these

values in each line. Federal share is the product of Total Project Costs x 95 percent. State share equals Total Project Costs minus Federal share. It is important to note, if Total Project Costs are updated based upon user edits to the input values, the share values will not be recalculated by the system and should be reviewed and updated by users as necessary.

States may edit the system-calculated Federal and State share values at any time to reflect actual allocation for any line item. For example, States may allocate a different percentage to Federal and State shares. States must ensure that the sum of the Federal and State shares equals the Total Project Costs for each line before proceeding to the next budget category.

An error is shown on line items where Total Project Costs does not equal the sum of the Federal and State shares. Errors must be resolved before the system will allow users to 'save' or 'add' new line items.

Territories must ensure that Total Project Costs equal Federal share for each line in order to proceed.

- **MOE Expenditures**

States may enter MOE on individual line items in the Spending Plan tables. The Personnel, Fringe Benefits, Equipment, Supplies, and Other Costs budget activity areas include edit checks on each line item preventing MOE costs from exceeding allowable amounts.

- If "Percentage of Time on MCSAP grant" equals 100%, then MOE must equal \$0.00.
- If "Percentage of Time on MCSAP grant" equals 0%, then MOE may equal up to Total Project Costs as expected at 100%.
- If "Percentage of Time on MCSAP grant" > 0% AND < 100%, then the MOE maximum value cannot exceed "100% Total Project Costs" minus "system-calculated Total Project Costs".

An error is shown on line items where MOE expenditures are too high. Errors must be resolved before the system will allow users to 'save' or 'add' new line items.

The Travel and Contractual budget activity areas do not include edit checks for MOE costs on each line item. States should review all entries to ensure costs reflect estimated expenditures.

- **Financial Summary**

The Financial Summary is a summary of all budget categories. The system provides warnings to the States on this page if the projected State Spending Plan totals are outside FMCSA's estimated funding amounts. States should review any warning messages that appear on this page and address them prior to submitting the eCVSP for FMCSA review.

The system will confirm that:

- Overtime value does not exceed 15% of the MCSAP Award Amount.
- Planned MOE Costs equal or exceed the MOE Baseline amount.
- States' planned Federal and State share totals are each within \$5 of FMCSA's Federal and State share estimated amounts.
- Territories' planned Total Project Costs are within \$5 of the Federal share.

ESTIMATED Fiscal Year Funding Amounts for MCSAP			
	95% Federal Share	5% State Share	Total Estimated Funding
Total	\$2,261,148.00	\$119,008.00	\$2,380,156.00

Summary of MCSAP Funding Limitations	
Allowable amount for Lead MCSAP Agency Overtime without prior approval (15% of MCSAP Award Amount):	\$357,023.00
MOE Baseline:	\$134,329.05

Part 4 Section 2 - Personnel

Personnel costs are salaries for employees working directly on a project. Only salaries for employees of the lead MCSAP agency should be applied to personnel costs. Salaries for employees of subrecipients should be placed in Contractual and Subaward.

Note: Do not include any personally identifiable information (PII) in the CVSP. The final CVSP approved by FMCSA is required to be posted to a public FMCSA website.

Salary and Overtime project costs must be separated when reporting to FMCSA, regardless of the Lead MCSAP Agency or Subrecipient pay structure.

List grant-funded staff who will complete the tasks discussed in the narrative descriptive sections of the CVSP. Positions may be listed by title or function. It is not necessary to list all individual personnel separately by line. The State may use average or actual salary and wages by personnel category (e.g., Trooper, Civilian Inspector, Admin Support, etc.). Additional lines may be added as necessary to capture all your personnel costs.

The percent of each person's time must be allocated to this project based on the amount of time/effort applied to the project. For budgeting purposes, historical data is an acceptable basis.

Note: Reimbursement requests must be based upon documented time and effort reports. Those same time and effort reports may be used to estimate salary expenses for a future period. For example, a MCSAP officer's time and effort reports for the previous year show that he/she spent 35 percent of his/her time on approved grant activities. Consequently, it is reasonable to budget 35 percent of the officer's salary to this project. For more information on this item see [2 CFR §200.430](#).

In the salary column, enter the salary for each position.

Total Project Costs equal the Number of Staff x Percentage of Time on MCSAP grant x Salary for both Personnel and Overtime (OT).

If OT will be charged to the grant, only OT amounts for the Lead MCSAP Agency should be included in the table below. If the OT amount requested is greater than the 15 percent limitation in the MCSAP Comprehensive Policy (MCP), then justification must be provided in the CVSP for review and approval by FMCSA headquarters.

Activities conducted on OT by subrecipients under subawards from the Lead MCSAP Agency must comply with the 15 percent limitation as provided in the MCP. Any deviation from the 15 percent limitation must be approved by the Lead MCSAP Agency for the subrecipients.

Summary of MCSAP Funding Limitations

Allowable amount for Lead MCSAP Agency Overtime without prior approval (15% of MCSAP Award Amount):	\$357,023.00
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Personnel: Salary and Overtime Project Costs							
Salary Project Costs							
Position(s)	# of Staff	% of Time on MCSAP Grant	Salary	Total Project Costs (Federal + State)	Federal Share	State Share	MOE
Certified Inspector	10	100.0000	\$38,100.00	\$381,000.00	\$381,000.00	\$0.00	\$0.00
Certified Inspector	7	100.0000	\$42,780.00	\$299,460.00	\$299,460.00	\$0.00	\$0.00
Certified Inspector	1	100.0000	\$44,784.00	\$44,784.00	\$44,784.00	\$0.00	\$0.00
Certified Inspector	1	100.0000	\$46,092.00	\$46,092.00	\$46,092.00	\$0.00	\$0.00
Certified Inspector	1	100.0000	\$44,388.00	\$44,388.00	\$44,388.00	\$0.00	\$0.00
Official Inspector (Supervisor)	1	100.0000	\$47,640.00	\$47,640.00	\$47,640.00	\$0.00	\$0.00
Certified Inspector	3	100.0000	\$28,500.00	\$85,500.00	\$85,500.00	\$0.00	\$0.00
Director	1	100.0000	\$65,976.00	\$65,976.00	\$65,976.00	\$0.00	\$0.00
Subdirector	1	100.0000	\$60,300.00	\$60,300.00	\$60,300.00	\$0.00	\$0.00
Financial Assistant	1	15.0000	\$41,220.00	\$6,183.00	\$6,183.00	\$0.00	\$0.00
Database Administrator	1	15.0000	\$85,044.00	\$12,756.60	\$12,756.60	\$0.00	\$0.00
Clerk	1	100.0000	\$23,040.00	\$23,040.00	\$23,040.00	\$0.00	\$0.00
Administrative Assistant	1	100.0000	\$28,932.00	\$28,932.00	\$28,932.00	\$0.00	\$0.00
Technology Assistant	1	15.0000	\$33,000.00	\$4,950.00	\$4,950.00	\$0.00	\$0.00
Certified Inspector	1	100.0000	\$33,000.00	\$33,000.00	\$33,000.00	\$0.00	\$0.00
Subtotal: Salary				\$1,184,001.60	\$1,184,001.60	\$0.00	\$0.00
Overtime Project Costs							
TPSB Inspector	5	100.0000	\$6,646.15	\$33,230.75	\$33,230.75	\$0.00	\$0.00
TPSB Inspector	2	100.0000	\$7,144.62	\$14,289.24	\$14,289.24	\$0.00	\$0.00
TPSB Inspector	1	100.0000	\$7,643.08	\$7,643.08	\$7,643.08	\$0.00	\$0.00
TPSB Inspector	1	100.0000	\$7,920.00	\$7,920.00	\$7,920.00	\$0.00	\$0.00
Subtotal: Overtime				\$63,083.07	\$63,083.07	\$0.00	\$0.00
TOTAL: Personnel				\$1,247,084.67	\$1,247,084.67	\$0.00	\$0.00
Accounting Method:	Cash						

Enter a detailed explanation of how personnel costs, including all overtime costs, were derived and allocated to the MCSAP project.

As discussed in previous submissions, TPSB has been unable to meet its roadside inspection and traffic enforcement goals during recent grant periods due to a lack of sufficient personnel. For the year 2023, we have successfully hired ten (10) inspectors. However, there are still vacancies that need to be filled, particularly the supervisor position, which has proven difficult to fill.

After careful analysis, TPSB has determined that the root cause of the difficulty in filling vacancies is the low pay provided under prevailing pay scales. Simply put, the salaries offered under the uniform public servant guidelines are evidently seen as too low to attract qualified personnel with the specialized preparation and technical expertise required to properly conduct CMV inspections.

In a proactive search for a solution, TPSB is exploring ways to make the vacancies more attractive, either by changing the pay scale or through differential pay, with the expectation that increased pay will attract more qualified candidates.

This application reflects the increased pay scales to provide the necessary incentive to potential qualified candidates to fill the existing vacant positions and thus be able to hire and deploy a full complement of inspectors, capable of achieving the required number of inspections and traffic interventions.

Salary:

TPSB employees are full-time employees. Full-Time means:

- Seven and a half (7.50) hours per day
- Five (5) days per week
- Thirty-seven and a half (37.50) hours per week
- Nineteen hundred fifty (1,950) hours per year
- Two hundred sixty (260) workdays

15% of the Database Administrator, Financial Assistant, and Technology Assistant's time is dedicated to MCSAP-related activities, thus paid accordingly.

Overtime:

Overtime costs are included for the nine (9) TPSB inspectors interested in participating in the Non-Inspection Traffic Enforcement Program. Overtime pay is calculated by establishing the hourly rate of each inspector and multiplying it by 300 hours for each inspector. The TPSB inspectors' salaries range from \$14.77 to \$17.60 per hour for overtime (time and a half of their regular pay, or 1.5).

Notes:

Contracted personnel are not included in this section.

Variation in salaries for the same position, i.e., certified inspectors, are due to individual pay rates based on years working for the agency and acquired pay raises.

Part 4 Section 3 - Fringe Benefits

*Fringe costs are benefits paid to employees, including the cost of employer's share of FICA, health insurance, worker's compensation, and paid leave. Only non-Federal grantees that use the **accrual basis** of accounting may have a separate line item for leave, and is entered as the projected leave expected to be accrued by the personnel listed within Part 4.2 – Personnel. Reference [2 CFR §200.431\(b\)](#).*

Show the fringe benefit costs associated with the staff listed in the Personnel section. Fringe costs may be estimates, or based on a fringe benefit rate. If using an approved rate by the applicant's Federal cognizant agency for indirect costs, a copy of the indirect cost rate agreement must be provided in the "My Documents" section in eCVSP and through grants.gov. For more information on this item see [2 CFR §200.431](#).

Show how the fringe benefit amount is calculated (i.e., actual fringe rate, rate approved by HHS Statewide Cost Allocation or cognizant agency, or an aggregated rate). Include a description of the specific benefits that are charged to a project and the benefit percentage or total benefit cost.

Actual Fringe Rate: a fringe rate approved by your cognizant agency or a fixed rate applied uniformly to each position.

Aggregated Rate: a fringe rate based on actual costs and not a fixed rate (e.g. fringe costs may vary by employee position/classification).

Depending on the State, there are fixed employer taxes that are paid as a percentage of the salary, such as Social Security, Medicare, State Unemployment Tax, etc. For more information on this item see the [Fringe Benefits Job Aid below](#).

Fringe costs method: Aggregated Rate - documentation added to 'My Documents' to describe rate calculation

Total Project Costs equal the Fringe Benefit Rate x Percentage of Time on MCSAP grant x Base Amount divided by 100.

Fringe Benefit Rate: The rate that has been approved by the State's cognizant agency for indirect costs; or a rate that has been calculated based on the aggregate rates and/or costs of the individual items that your agency classifies as fringe benefits.

Base Amount: The salary/wage costs within the proposed budget to which the fringe benefit rate will be applied.

Fringe Benefits Project Costs							
Position(s)	Fringe Benefit Rate	% of Time on MCSAP Grant	Base Amount	Total Project Costs (Federal + State)	Federal Share	State Share	MOE
Certified Inspector (10)	18.5700	100.0000	\$381,000.00	\$70,751.70	\$70,751.70	\$0.00	\$0.00
Certified Inspector (7)	17.7800	100.0000	\$299,460.00	\$53,243.98	\$53,243.98	\$0.00	\$0.00
Certified Inspector	17.4900	100.0000	\$44,784.00	\$7,832.72	\$7,832.72	\$0.00	\$0.00
Certified Inspector	17.3200	100.0000	\$46,092.00	\$7,983.13	\$7,983.13	\$0.00	\$0.00
Certified Inspector	17.5400	100.0000	\$44,388.00	\$7,785.65	\$7,785.65	\$0.00	\$0.00
Official Inspector (Supervisor)	16.3700	100.0000	\$47,640.00	\$7,798.66	\$7,798.66	\$0.00	\$0.00
Official Inspector (Supervisor) (3)	18.5900	100.0000	\$99,000.00	\$18,404.10	\$18,404.10	\$0.00	\$0.00
Director	14.9700	100.0000	\$65,976.00	\$9,876.60	\$9,876.60	\$0.00	\$0.00
Subdirector	15.3100	100.0000	\$60,300.00	\$9,231.93	\$9,231.93	\$0.00	\$0.00
Financial Assistant	17.1500	100.0000	\$6,183.00	\$1,060.38	\$1,060.38	\$0.00	\$0.00
Database Administrator	14.1600	100.0000	\$12,756.00	\$1,806.24	\$1,806.24	\$0.00	\$0.00
Clerk	23.2800	100.0000	\$23,040.00	\$5,363.71	\$5,363.71	\$0.00	\$0.00
Administrative Assistant	20.8500	100.0000	\$28,932.00	\$6,032.32	\$6,032.32	\$0.00	\$0.00
TPSB Inspector (5)	11.3500	100.0000	\$33,230.75	\$3,771.69	\$3,771.69	\$0.00	\$0.00
TPSB Inspector (2)	11.3500	100.0000	\$14,289.24	\$1,621.82	\$1,621.82	\$0.00	\$0.00
TPSB Inspector	11.3500	100.0000	\$7,643.08	\$867.48	\$867.48	\$0.00	\$0.00
TPSB Inspector	11.3500	100.0000	\$7,920.00	\$898.92	\$898.92	\$0.00	\$0.00
Certified Inspector (Special Leave)	19.6800	100.0000	\$33,000.00	\$6,494.40	\$6,494.40	\$0.00	\$0.00
TOTAL: Fringe Benefits				\$220,825.43	\$220,825.43	\$0.00	\$0.00

Enter a detailed explanation of how the fringe benefit costs were derived and allocated to the MCSAP project.

TPSB's Fringe Benefits include Health Plan, Social Security/Medicare, Worker's Comp., Christmas Bonus, Social Insurance for Motor Vehicle Operators, Annual Leave, Sick Leave, and Holidays, as described below.

Health Plan: A standard contribution of one hundred forty dollars (\$140.00) per month for a total of sixteen hundred eighty dollars (\$1,680.00) per year per employee. No deductions are made from this portion (i.e. SS, OWCP). For employees who dedicate a percent of the time to MCSAP activities, the corresponding percentage is charged to MCSAP.

PRMCSAP makes the following deductions per Federal and State Laws:

- Social Security / Medicare (SS):** Per State and Federal laws, contributions are made to Social Security and Medicare in the amount of seven point sixty five percent (7.65%).
- Worker's Comp. (OWCP):** Per State and Federal Laws, a standard contribution of three point seventy percent (3.70%) is made (i.e. disability).
- Christmas Bonus (Bonus):** The bonus is a standard of six hundred dollars (\$600.00) for all employees. SS and OWCP deductions/contributions apply.
- Social Insurance for Motor Vehicle Operators (Seguro Choferil, in Spanish):** Standard contribution of forty-one dollars and sixty cents (\$41.60) required for inspectors who work roadside and use government vehicles. Not included for administrative personnel.
- Annual Leave:** Per Section 2.04 of Act 26 of 2017, all employees accrue one and one quarter (1.25) days monthly, for a total 15 days per year.
- Sick Leave:** Per Section 2.04 of Act 26 of 2017, employees working prior to April 2017 accrue one and a half (1.50) days per month, i.e., eighteen (18) days per year. If the employee started work on or after April 2017, they will accrue one (1) day per month for a total of twelve (12) sick days per year.
- Holidays:** Per Section 2.05 of Act 26 of 2017 (page 63), holidays were reduced to a total of eight (8) days a year.

Notes:

- **Overtime:** Fringe Benefits Rate for Overtime calculated at 11.35% to include Social Security/Medicare and Workers Comp.

Update for FY 2024:

We have modified the fringe benefits according to the salaries expected to be paid to the inspectors and supervisors.

Part 4 Section 4 - Travel

Itemize the positions/functions of the people who will travel. Show the estimated cost of items including but not limited to, airfare, lodging, meals, transportation, etc. Explain in detail how the MCSAP program will directly benefit from the travel.

Travel costs are funds for field work or for travel to professional meetings.

List the purpose, number of persons traveling, number of days, percentage of time on MCSAP Grant, and total project costs for each trip. If details of each trip are not known at the time of application submission, provide the basis for estimating the amount requested. For more information on this item see [2 CFR §200.475](#).

Total Project Costs should be determined by State users, and manually input in the table below. There is no system calculation for this budget category.

Travel Project Costs							
Purpose	# of Staff	# of Days	% of Time on MCSAP Grant	Total Project Costs (Federal + State)	Federal Share	State Share	MOE
Routine MCSAP Travel	24	190	100.0000	\$54,720.00	\$54,720.00	\$0.00	\$0.00
Conference Travel (4): MCSAP Meeting, CVSA Conference, COHMED Conference, CVSA Workshop	2	22	100.0000	\$15,380.00	\$15,380.00	\$0.00	\$0.00
Training Travel: MCSAP- related training	2	5	100.0000	\$5,000.00	\$5,000.00	\$0.00	\$0.00
Training Travel: CMV Post- crash training	2	5	100.0000	\$5,000.00	\$5,000.00	\$0.00	\$0.00
Routine MCSAP Travel (Non- Inspection Program)	10	75	100.0000	\$6,075.00	\$6,075.00	\$0.00	\$0.00
TOTAL: Travel				\$86,175.00	\$86,175.00	\$0.00	\$0.00

Enter a detailed explanation of how the travel costs were derived and allocated to the MCSAP project.

Travel Budget is estimated. All travel for professional meetings and conferences occurs in the continental U.S., which we are not able to reach via ground transportation. Expenses must include airfare and hotel accommodations, which will vary depending on the date and location of the event. Established government per diem rate is \$70.00 daily per person.

A. Routine MCSAP Travel (Meal allowance).

Meal allowance rates: *Regulations have been attached.

\$4.00 for breakfast

\$8.00 for lunch

\$9.00 for dinner

PRMCSAP Inspectors: Twenty (20) inspectors and four (4) official inspectors, for a total of twenty-four (24) inspectors, performing 100% MCSAP enforcement and compliance work are entitled to per diem benefits. All inspectors are full-time employees. The workweek is composed of 37.5 hours, with approximately 260 workdays a year. A regular work shift is from 06:00 to 14:30. Subtracting the average days they remain at the office (one office day a month, as well as preparing reports, participating in meetings and webinars, etc., on regular days and after their work in the field), they will spend an average of approximately 190 days performing enforcement and compliance work. We can calculate as follows to establish the required costs: 190 shifts * 24 inspectors * \$12.00 (shift from 06:00 to 14:30). **Total: \$54,720.00.**

TPSB Inspectors: Nine (9) TPSB inspectors, performing 100% MCSAP enforcement and compliance work are entitled to per diem benefits for their overtime work. Traffic enforcement, 75 four (4) hour overtime shifts, is to be performed after regular shift, therefore we can calculate as follows to establish the required costs: 75 shifts * 9 inspectors * \$9.00 (after regular 7.5-hour workday, shift that extends past 19:00). **Total: \$6,075.00**

Shifts may be assigned on weekends, as determined by the Director and/or Subdirector, therefore the meal allowance rate may be different. Nonetheless, it would be within the established rates.

B. Conferences.

Attending mandatory meetings as required by FMCSA. Participation in conferences to share and learn best practices from other states with the common goal of reducing crashes, injuries and fatalities involving CMVs.

List of Expenses: (Conferences/Meetings/Trainings/Workshops)

All costs will vary depending on the number of attendees.

Airfare	\$800.00 per person (round trip)
	Travel to and from conferences via motor vehicle is

	impossible since most, if not all, of these meetings/conferences/trainings are held in the continental U.S.
	Costs are estimated since the location of each meeting is different every year, but all are held in the continental U.S. Purchase of ticket cannot be completed unless travel is allowed by the Government of Puerto Rico, which is usually obtained a couple of weeks before travel, maybe less (especially if closer to end of local fiscal year which falls on June 30).
Per Diem (Meal allowance)	\$70.00 per person, per day. (Prorated if whole day is not used) The established government rate is stipulated by PR's Treasury Department.
Hotel	\$250.00 per night (approximate/average) PRMCSAP staff usually stays where the conference is being held. (Locations that are usually 3 to 4 hours via airplane).
Incidentals	Covers land transportation to and from airport (rideshare, taxi or car rental), gas (if vehicle is rented), parking (if vehicle is rented, internet use (if not included in conference) and any emergencies that may arise, on an as needed basis. There is no set rate to be able to separately list them. They vary depending on travel location and number of attendees and are only claimed if correctly used, and properly documented.

MCSAP Meeting				
Expense	Personnel	Amount	Days	Total
Airfare	2 Attendees	\$800.00	0	\$1,600.00
Per Diem	2 Attendees	\$140.00	4	\$560.00
Accommodations	2 Attendees	\$250.00	4	\$1,000.00
Registration	2 Attendees	\$0.00	0	\$0.00
Incidentals	2 Attendees	\$100.00	0	\$100.00
TOTAL				\$3,260.00

CVSA Conference				
Expense	Personnel	Amount	Days	Total
Airfare	2 Attendees	\$800.00	0	\$1,600.00
Per Diem	2 Attendees	\$140.00	6	\$840.00
Accommodations	2 Attendees	\$250.00	6	\$1,500.00
Registration	2 Attendees	\$0.00	0	\$0.00
Incidentals	2 Attendees	\$100.00	0	\$100.00
TOTAL				\$4,040.00

COHMED Conference				
Expense	Personnel	Amount	Days	Total
Airfare	2 Attendees	\$800.00	0	\$1,600.00
Per Diem	2 Attendees	\$140.00	6	\$840.00
Accommodations	2 Attendees	\$250.00	6	\$1,500.00
Registration	2 Attendees	\$0.00	0	\$0.00
Incidentals	2 Attendees	\$100.00	0	\$100.00
TOTAL				\$4,040.00

Level VI recertification required and/or certification of new inspectors to conduct Level VI inspections.

CVSA Workshop				
Expense	Personnel	Amount	Days	Total
Airfare	2 Attendees	\$800.00	0	\$1,600.00
Per Diem	2 Attendees	\$140.00	6	\$840.00
Accommodations	2 Attendees	\$250.00	6	\$1,500.00
Registration	2 Attendees	\$0.00	0	\$0.00
Incidentals	2 Attendees	\$100.00	0	\$100.00
TOTAL				\$4,040.00

Total: \$15,380.00.

C. Training.

1. MCSAP-Related Training.

To train state officials in CMV safety. MCSAP-related training covers registration, meetings or seminars not scheduled at the time of drafting this plan but those who may arise later as suggested, scheduled, required or approved by FMCSA.

Expenses described above.

May include training to perform investigations or compliance reviews, if PRMCSAP decides to begin performing investigations in FY 2024.

MCSAP-Related Training				
Expense	Personnel	Amount	Days	Total
Airfare	2 Attendees	\$800.00	0	\$1,600.00
Per Diem	2 Attendees	\$140.00	5	\$700.00
Accommodations	2 Attendees	\$500.00	5	\$2,500.00
Registration	2 Attendees	\$0.00	0	\$0.00
Incidentals	2 Attendees	\$100.00	0	\$200.00
TOTAL				\$5,000.00

2. Post-Crash Training.

To train and certify state officials to investigate fatal and serious injury crashes involving CMVs.

Expenses described above.

Post-Crash Training				
Expense	Personnel	Amount	Days	Total
Airfare	2 Attendees	\$800.00	0	\$1,600.00
Per Diem	2 Attendees	\$140.00	5	\$700.00
Accommodations	2 Attendees	\$250.00	5	\$2,500.00
Registration	2 Attendees	\$0.00	0	\$0.00
Incidentals	2 Attendees	\$100.00	0	\$200.00
TOTAL				\$5,000.00

Total: \$10,000.00.

Part 4 Section 5 - Equipment

Equipment is tangible or intangible personal property. It includes information technology systems having a useful life of more than one year, and a per-unit acquisition cost that equals or exceeds the lesser of the capitalization level established by the non-Federal entity (i.e., the State) for financial statement purposes, or \$5,000.

- If your State's equipment capitalization threshold is below \$5,000, check the box below and provide the equipment threshold amount. To refer to Capital assets, Computing devices, General purpose equipment, Information technology systems, Special purpose equipment, and Supplies see [2 CFR § 200.1](#) Definitions.

Show the total cost of equipment and the percentage of time dedicated for MCSAP related activities that the equipment will be billed to MCSAP. For example, you intend to purchase a server for \$5,000 to be shared equally among five programs, including MCSAP. The MCSAP portion of the total cost is \$1,000. If the equipment you are purchasing will be capitalized (depreciated), you may only show the depreciable amount, and not the total cost ([2 CFR §200.436](#) and [2 CFR §200.439](#)). If vehicles or large IT purchases are listed here, the applicant must disclose their agency's capitalization policy.

Provide a description of the equipment requested. Include how many of each item, the full cost of each item, and the percentage of time this item will be dedicated to MCSAP activities.

Total Project Costs equal the Number of Items x Full Cost per Item x Percentage of Time on MCSAP grant.

Equipment Project Costs							
Item Name	# of Items	Full Cost per Item	% of Time on MCSAP Grant	Total Project Costs (Federal + State)	Federal Share	State Share	MOE
Vehicle	5	\$40,865.94	100	\$204,329.70	\$163,463.76	\$40,865.94	\$0.00
Vehicle-related equipment	1	\$5,000.00	100	\$5,000.00	\$0.00	\$5,000.00	\$0.00
Police Package	5	\$6,514.00	100	\$32,570.00	\$26,056.00	\$6,514.00	\$0.00
TOTAL: Equipment				\$241,899.70	\$189,519.76	\$52,379.94	\$0.00
Equipment threshold is greater than \$5,000.							

Enter a detailed explanation of how the equipment costs were derived and allocated to the MCSAP project.

Each fiscal year, five (5) vehicles with a Police Package will be acquired to continuously replace the oldest vehicles and provide MCSAP inspectors with updated equipment. This will help reduce the downtime for MCSAP vehicles due to repairs.

The Puerto Rico General Services Administration, the agency responsible for the procurement of materials and equipment for the Government of Puerto Rico, has estimated the cost of each vehicle and the corresponding Police Package as follows:

- Vehicle:** Midsize 4x2 SUV for five passengers, four doors, with at least a 5.3 L V8 engine and 355 HP. Price: \$40,865.94.
- Police Package:** Includes interior front light bar at least twenty inches in length with no fewer than 8 LED modules, and an interior rear light bar at least thirty-six (36) inches in length with no fewer than 6 LED modules. A siren with at least two (2) tones or functions, 100/200W with a microphone and radio repeater with adjustable volume. Control box with at least 10 switches and no fewer than 20 amps. Class A 100W, 120-123 dB siren speaker. Price: \$6,514.00.

Vehicle-related Equipment: Replacement for discolored/faded lights, broken sirens, etc., for vehicles performing 100% MCSAP activities.

Update for FY 2024:

- The cost for "vehicle-related equipment" has been moved to State Share.
- We have reduced the number of vehicles due to acquisitions in previous fiscal years, which have helped us renew our vehicle fleet.

Part 4 Section 6 - Supplies

Supplies means all tangible property other than that described in Equipment in [2 CFR §200.1](#) Definitions. A computing device is a supply if the acquisition cost is less than the lesser of the capitalization level established by the non-Federal entity for financial statement purposes or \$5,000, regardless of the length of its useful life.

Estimates for supply costs may be based on the same allocation as personnel. For example, if 35 percent of officers' salaries are allocated to this project, you may allocate 35 percent of your total supply costs to this project. A different allocation basis is acceptable, so long as it is reasonable, repeatable and logical, and a description is provided in the narrative.

Provide a description of each unit/item requested, including the quantity of each unit/item, the unit of measurement for the unit/item, the cost of each unit/item, and the percentage of time on MCSAP grant.

Total Project Costs equal the Number of Units x Cost per Unit x Percentage of Time on MCSAP grant.

Supplies Project Costs							
Item Name	# of Units/ Unit of Measurement	Cost per Unit	% of Time on MCSAP Grant	Total Project Costs (Federal + State)	Federal Share	State Share	MOE
Digital Mobile Radio for Vehicles	6 Radio	\$1,000.00	100.0000	\$6,000.00	\$6,000.00	\$0.00	\$0.00
Speed Measuring Devices	2 Item	\$4,000.00	100.0000	\$8,000.00	\$8,000.00	\$0.00	\$0.00
Other (Inspection Tools, Books...)	1 Unit	\$3,000.00	100.0000	\$3,000.00	\$3,000.00	\$0.00	\$0.00
General Office Supplies	6000 Unit	\$1.00	100.0000	\$6,000.00	\$6,000.00	\$0.00	\$0.00
Printers	3 Unit	\$450.00	100.0000	\$1,350.00	\$1,350.00	\$0.00	\$0.00
Police Equipment (Bullets, firearms, bulletproof vests, batons...)	1 Unit	\$12,900.00	100.0000	\$12,900.00	\$12,900.00	\$0.00	\$0.00
Uniforms and Other Related Supplies	1 Unit	\$20,660.60	100.0000	\$20,660.60	\$20,660.60	\$0.00	\$0.00
Computers	5 Unit	\$4,000.00	100.0000	\$20,000.00	\$20,000.00	\$0.00	\$0.00
GPS Service	18 Service Fee per Unit	\$360.00	100.0000	\$6,480.00	\$6,480.00	\$0.00	\$0.00
TOTAL: Supplies				\$84,390.60	\$84,390.60	\$0.00	\$0.00

Enter a detailed explanation of how the supply costs were derived and allocated to the MCSAP project.

- **General Office Supplies (copy paper, pens, pencils, printer ink, etc.):** Supplies for MCSAP employees dedicated to 100% MCSAP activities. Includes printer ink for twenty-four (24) portable printers used by inspectors, at an estimated cost of \$20.00 per black ink cartridge, 6 required per year per printer, plus \$25.00 per color ink cartridge, 4 required per year per printer; and a budget for general office supplies per year based on past experience.
- **Uniforms and Other related supplies:** To provide new or replacement uniforms for a total of twenty-four (24) inspectors and supervisors, and nine (9) office personnel, all PR MCSAP program employees performing 100% MCSAP-related activities. Due to heavy use, uniforms are typically replaced yearly, or more frequently as needed. Inspector and supervisor uniforms include tactical boots estimated at \$180.00, full uniforms consisting of pants, shirts and belts estimated at \$450.00, and OSHA-required safety equipment estimated at \$25.00 per inspector per year. Office personnel uniforms consist of shirts with PR MCSAP logos estimated at \$60.00 per employee per year.
- **Computers:** Acquisition of five (5) specialty (rugged) laptops at an approximate total cost of \$4,000.00 per unit, to provide to newly hired inspectors for daily use during roadside interventions, and/or to replace aging units that use an obsolete Windows 7 operating system and that are malfunctioning. Each includes "toughbook"-type or similar laptop, accidental damage coverage (required due to heavy field usage), desktop dock and power adapter. In the alternative, if the new ASPEN is implemented, as planned, computer/tablet combination may be purchased instead of computers.
- **Printers:** Acquisition of three (3) portable printers at an approximate cost of \$450.00 per unit, for daily use to print inspections, reports, and other documents on the field during roadside activities. To be provided to new inspectors and/or to replace aging units that are malfunctioning due to the heavy usage to which they are typically subjected. Each includes portable printer, portable battery kit, care pack warranty and car DC adapter.

- **Other Inspection Tools:** Acquisition of updated regulatory books and/or guides, and other miscellaneous tools for use by new and existing inspectors to perform roadside inspections and traffic enforcement activities.
- **Police Equipment:** Acquisition of protective equipment for thirteen (13) new inspectors and/or replacement equipment for existing inspectors, who perform roadside activities as law enforcement officers. Includes firearms, bulletproof vests, handcuffs, batons, and bullets for range practice and everyday use. A placeholder allowance for this concept is included in this request.
- **Digital Mobile Radio for each vehicle:** These devices offer a better signal so supervisors can communicate with inspectors anywhere in Puerto Rico. Estimated \$1,000.00 per vehicle. Price includes radio, microphone, mounting bracket, power cable, installation, antenna and warranty.
- **Speed Measuring Devices (radar speed guns):** For use during roadside inspections and traffic enforcement to detect speeding violations. Estimated \$4,000.00 per device. The new speed guns will not only be used to detect and enforce speeding violations, but will also help deter unsafe CMV driver behavior through the use of the devices in highly visible traffic enforcement activities, especially in high-risk crash corridors and during afternoon hours, when emptied cargo vehicles tend to speed more as they return to their home base. Current inspectors are certified in the use of speed guns.

Update for FY 2024:

We have modified the acquisition of computer equipment, printers, and speed measuring devices according to purchases made in previous fiscal years and our current needs.

Part 4 Section 7 - Contractual and Subaward

This section includes contractual costs and subawards to subrecipients. Use the table below to capture the information needed for both contractual agreements and subawards. The definitions of these terms are provided so the instrument type can be entered into the table below.

Contractual – A contract is 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 ([2 CFR §200.1 Definitions](#)). All contracts issued under a Federal award must comply with the procurement standards described in [2 CFR §200.317](#), [2 CFR §200.318](#), and [Appendix II to Part 200](#).

Note: Contracts are separate and distinct from subawards; see [2 CFR §200.331](#) for details.

Subaward – A subaward is 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. It does not include payments to a contractor or payments to an individual that is a beneficiary of a Federal program. A subaward may be provided through any form of legal agreement, including an agreement that the pass-through entity considers a contract ([2 CFR §200.1 Definitions](#) and [2 CFR §200.331](#)).

Subrecipient - Subrecipient means a non-Federal entity that receives a subaward from a pass-through entity to carry out part of a Federal program, but does not include an individual who is a beneficiary of such program. A subrecipient may also be a recipient of other Federal awards directly from a Federal awarding agency ([2 CFR §200.1 Definitions](#)).

Enter the legal name of the vendor or subrecipient if known. If unknown at this time, please indicate ‘unknown’ in the legal name field. Include a description of services for each contract or subaward listed in the table. Entering a statement such as “contractual services” with no description will not be considered meeting the requirement for completing this section.

The Unique Entity Identifier (UEI) is the non-proprietary identifier that replaced the DUNS number. All contractors and subrecipients must be registered in the System for Award Management (SAM.gov). The UEI will be requested in and assigned by SAM.gov. Enter the UEI number of each entity in the space provided in the table.

Select the Instrument Type by choosing either Contract or Subaward for each entity.

Total Project Costs should be determined by State users and input in the table below. The tool does not automatically calculate the total project costs for this budget category.

Operations and Maintenance-If the State plans to include O&M costs that meet the definition of a contractual or subaward cost, details must be provided in the table and narrative below.

Please describe the activities these costs will be using to support (i.e., ITD, PRISM, SSDQ or other services.)

Contractual and Subaward Project Costs							
Legal Name	UEI Number	Instrument Type	% of Time on MCSAP Grant	Total Project Costs (Federal + State)	Federal Share	State Share	MOE
Crash Data Transmission Project	000000000000	Contract	100.0000	\$21,000.00	\$21,000.00	\$0.00	\$0.00
Description of Services: Maintenance, data storage and processing, and licenses for the Crash data transmission project performed during FY 2022.							
IT Specialist	000000000000	Contract	100.0000	\$48,000.00	\$48,000.00	\$0.00	\$0.00
Description of Services: ASPEN/Safetynet Support, as well as assist in vouchering process and submission.							
Single Audit		Contract	100.0000	\$20,750.00	\$20,750.00	\$0.00	\$0.00
Description of Services: Annual Audit to comply with Federal Standards.							
Attorney		Contract	100.0000	\$40,000.00	\$40,000.00	\$0.00	\$0.00
Description of Services: Perform updates to current regulations in light of recent government oversight policies. Establish Safety Audits and Compliance Reviews programs in Puerto Rico. Official appointed by the agency to conduct investigations and administrative hearing regard							
Advertisement Firm	0	Contract	100.0000	\$83,603.44	\$16,975.38	\$66,628.06	\$134,329.05
Description of Services: Campaign: Seatbelt use while operating a CMV or another theme depending on PR's specific CMV Safety outreach needs for FY 2024							
TOTAL: Contractual and Subaward				\$213,353.44	\$146,725.38	\$66,628.06	\$134,329.05

Enter a detailed explanation of how the contractual and subaward costs were derived and allocated to the MCSAP project.

- **Single Audit:** performed to comply with regulations set for entities that receive Federal Funding. Currently the TPSB is only receiving federal funding from FMCSA, two (2) awards: the MCSAP Grant and the High Priority Grant.
- **IT Specialist:** consultant that provides support services with SafeSpect, ASPEN and Safetynet. Uploads inspection and crash reports into Safetynet / A&I. Additional financial duties related to vouchering / claiming reimbursements. Rate is thirty five dollars (\$35.00) per hour for a total of 1,200 contracted hours, invoiced on a monthly basis, for a total of \$42,000.00 for professional services. This contract includes a maximum of \$6,000.00 for travel expenses, if it is required by PRMCSAP. 100% dedicated to MCSAP activities.
- **Attorney:** The attorney has the main task of keeping the PRMCSAP Director up to date with applicable federal regulations and to ensure that TPSB's regulations are current and compatible with federal regulations by analyzing, drafting, and completing the required administrative process for regulation adoption. The attorney counsels the director in PRMCSAP specific matters, as they arise, and has a particular knowledge in CMV regulations, and can handle complex matters regarding intrastate and interstate motor carrier operations and their interaction with local regulations, as well as assist in compliance matters. This official can also be appointed by the agency to conduct investigations and administrative hearings regarding violations to CMV regulations and act as representative for PRMCSAP in administrative and court proceedings, as required. Rate is one hundred dollars (\$100.00) per hour for a maximum of 400 contracted hours, invoiced on a monthly basis. 100% dedicated to MCSAP activities.
- **Crash Data Transmission Project (Maintenance):** This project will be developed with FY 2022 BIL Update funding. This portion is required for the annual cost of maintenance, data storage and processing, and licenses.
- **Advertisement Firm:** "Seatbelt use while operating a CMV" campaign to be filmed/recorded for transmission in television, radio, digital media, newspapers and/or social media. Contract may include media distribution plan, filming and/or recording of required spots, and execution, as budget permits.

Update for the FY 2024

- Additional funding (State Share and MOE) added to the Advertisement Firm contract expense, in order to expand the campaign.
- The campaign will focus on 'Seatbelt use while operating a CMV,' continuing from the 2023 campaign or addressing another theme, based on PR's specific CMV safety outreach needs for FY 2024. The amount was adjusted to reflect real goals and needs.
- Attorney description has been expanded and rates have been updated to reflect a current rate of one hundred dollars (\$100.00) per hour, but the amount budgeted has been reduced.

Part 4 Section 8 - Other Costs

Other Costs are those not classified elsewhere and are allocable to the Federal award. These costs must be specifically itemized and described. The total costs and allocation bases must be explained in the narrative. Examples of Other Costs (typically non-tangible) may include utilities, leased property or equipment, fuel for vehicles, employee training tuition, meeting registration costs, etc. The quantity, unit of measurement (e.g., monthly, annually, each, etc.), unit cost, and percentage of time on MCSAP grant must be included.

Operations and Maintenance-If the State plans to include O&M costs that do not meet the definition of a contractual or subaward cost, details must be provided in the table and narrative below. Please identify these costs as ITD O&M, PRISM O&M, or SSDQ O&M. Sufficient detail must be provided in the narrative that explains what components of the specific program are being addressed by the O&M costs.

Enter a description of each requested Other Cost.

Enter the number of items/units, the unit of measurement, the cost per unit/item, and the percentage of time dedicated to the MCSAP grant for each Other Cost listed. Show the cost of the Other Costs and the portion of the total cost that will be billed to MCSAP. For example, you intend to purchase air cards for \$2,000 to be shared equally among five programs, including MCSAP. The MCSAP portion of the total cost is \$400.

Total Project Costs equal the Number of Units x Cost per Item x Percentage of Time on MCSAP grant.

Indirect Costs

Information on Indirect Costs ([2 CFR §200.1](#) Definitions) is captured in this section. This cost is allowable only when an approved indirect cost rate agreement has been provided in the "My Documents" area in the eCVSP tool and through Grants.gov. Applicants may charge up to the total amount of the approved indirect cost rate multiplied by the eligible cost base. Applicants with a cost basis of salaries/wages and fringe benefits may only apply the indirect rate to those expenses. Applicants with an expense base of modified total direct costs (MTDC) may only apply the rate to those costs that are included in the MTDC base. For more information, please see [2 CFR § 200.414](#) Indirect (F&A) costs.

- **Cost Basis** - is the accumulated direct costs (normally either total direct salaries and wages or total direct costs exclusive of any extraordinary or distorting expenditures) used to distribute indirect costs to individual Federal awards. The direct cost base selected should result in each Federal award bearing a fair share of the indirect costs in reasonable relation to the benefits received from the costs.
- **Approved Rate** - is the rate in the approved Indirect Cost Rate Agreement.
- **Eligible Indirect Expenses** - means after direct costs have been determined and assigned directly to Federal awards and other activities as appropriate. Indirect costs are those remaining to be allocated to benefitted cost objectives. A cost may not be allocated to a Federal award as an indirect cost if any other cost incurred for the same purpose, in like circumstances, has been assigned to a Federal award as a direct cost.
- **Total Indirect Costs** equal Approved Rate x Eligible Indirect Expenses divided by 100.

Your State will claim reimbursement for Indirect Costs.

Indirect Costs					
Cost Basis	Approved Rate	Eligible Indirect Expenses	Total Indirect Costs	Federal Share	State Share
Salaries, Wages and Fringe (SWF)	10	\$1,724,791.80	\$172,479.18	\$172,479.18	\$0.00
TOTAL: Indirect Costs			\$172,479.18	\$172,479.18	\$0.00

Other Costs Project Costs							
Item Name	# of Units/ Unit of Measurement	Cost per Unit	% of Time on MCSAP Grant	Total Project Costs (Federal + State)	Federal Share	State Share	MOE
Fleet Cost (repairs)	1 unit	\$10,000.00	100.0000	\$10,000.00	\$10,000.00	\$0.00	\$0.00
Marking	1 unit	\$2,557.98	100.0000	\$2,557.98	\$2,557.98	\$0.00	\$0.00
Training Costs (tuition, books)	1 Training cost	\$3,000.00	100.0000	\$3,000.00	\$3,000.00	\$0.00	\$0.00
CVSA Decals	2140 units	\$1.00	100.0000	\$2,140.00	\$2,140.00	\$0.00	\$0.00
Conference Costs (Registration Fees)	1 registration fees	\$5,100.00	100.0000	\$5,100.00	\$5,100.00	\$0.00	\$0.00
Communications (Internet Service and Radio)	1 year	\$8,000.00	100.0000	\$8,000.00	\$8,000.00	\$0.00	\$0.00
Printer Rent	12 months	\$375.00	100.0000	\$4,500.00	\$4,500.00	\$0.00	\$0.00
Rent	1 Year	\$1,000.00	100.0000	\$1,000.00	\$1,000.00	\$0.00	\$0.00
Tolls	16 vehicles	\$840.00	100.0000	\$13,440.00	\$13,440.00	\$0.00	\$0.00
Fuel Cost Non Inspection Program	2 vehicles	\$5,000.00	100.0000	\$10,000.00	\$10,000.00	\$0.00	\$0.00
Fuel Cost Roadside	16 vehicles	\$2,760.00	100.0000	\$44,160.00	\$44,160.00	\$0.00	\$0.00
Maintenance of Vehicles (not under contract)	4 vehicles	\$2,512.50	100.0000	\$10,050.00	\$10,050.00	\$0.00	\$0.00
TOTAL: Other Costs				\$113,947.98	\$113,947.98	\$0.00	\$0.00

Enter a detailed explanation of how the 'other' costs were derived and allocated to the MCSAP project.

- Indirect Costs: TPSB has opted to use the *de minimis* rate of 10% of Modified Total Direct Costs (MTDC).
- Training Costs:
 - Associated with any NTC or other approved FMCSA related training for or dedicated 100% MCSAP personnel belonging to our Enforcement and Compliance, Information Technology, Legal or Administrative Divisions.
 - Law Enforcement Training (Academy) for new inspectors and Continuing Education for existing inspectors.
- CVSA Decals: 100% dedicated MCSAP activities. An estimated of 2,000 used/shipped around 500 per quarter. At a \$1.50 per unit, costs may increase or decrease depending quantities used per quarter.
- Conference Costs (CVSA Dues): \$5,100.00 membership dues and additional conference costs. PRMCSAP is a CVSA Member and participates actively in its Committees, including conferences and meetings. Three (3) inspectors will be certified to perform Level VI inspections and have to be re-certified annually.
- Fuel Cost - Roadside Inspections: For 100% dedicated 18 MCSAP vehicles. Approximately \$230.00 per month per vehicle. Costs may vary depending on the price of fuel. Adjusted to reflect State Match waiver granted by FMCSA.
- Fuel Cost - Non Inspection Program (Overtime): Approximately \$500.00 per month per vehicle. Costs may vary depending on the price of fuel. Adjusted to reflect State Match waiver granted by FMCSA. This budget item covers the fuel costs associated with the traffic enforcement without inspection that will be performed in overtime by TPSB inspectors.
- Fleet Cost (Mileage/Repairs): All costs requested are for vehicle repairs (no mileage). \$10,000.00 per year.
- Marking: For new vehicles and maintenance of the current ones dedicated to 100% MCSAP activities.

- Office Rent: Will pay costs that ascend to approximately \$34,000.00. Main and three (3) regional office space rental dedicated to 100% MCSAP activities. Amount had to be adjusted after State Match waiver was granted by FMCSA. However, if any rent is due, this amount may be covered through Indirect Costs.
- Printer Rent: Printer located at Main and Regional Offices dedicated to 100% MCSAP activities. Approximately \$375.00 per month. (Printer is used at the office by the administrative personnel; capability to print in black and white / color, duplex printing, scan and fax).
- Tolls: For eighteen (18) vehicles dedicated 100% MCSAP activities. To drive to and from inspection areas, crash sites including those in identified high crash corridors around the island. Approximately \$833.00 per vehicle per year. Additional costs to consider is the steady annual increase of tolls and the number of times necessary to use them to perform their duties.
- Communications (Internet and Radio): Costs requested based on previous years expenditures.
 - Internet Hotspots: 18 units that will be installed in the vehicles, to provide internet service to access FMCSA's systems to determine OOS units and validity of US DOT's numbers. 18 units @ 20.00 per month for 12 months unit rent, totals \$4,320.00 per year.
 - Radio communications with officers and Director. Approximately \$4,000.00 annual use fee for radio wave communications and radio units. Additional costs provided for in consideration of the possibility to cover replacement units, maintenance, warranty, training, signal rent.

Update for the FY 2024

- Fuel cost descriptions were updated.

Part 4 Section 9 - Comprehensive Spending Plan

The Comprehensive Spending Plan is auto-populated from all line items in the tables and is in read-only format. Changes to the Comprehensive Spending Plan will only be reflected by updating the individual budget category table(s).

ESTIMATED Fiscal Year Funding Amounts for MCSAP			
	95% Federal Share	5% State Share	Total Estimated Funding
Total	\$2,261,148.00	\$119,008.00	\$2,380,156.00

Summary of MCSAP Funding Limitations				
Allowable amount for Lead MCSAP Agency Overtime without prior approval (15% of MCSAP Award Amount):				\$357,023.00
MOE Baseline:				\$134,329.05
Estimated Expenditures				
Personnel				
	Federal Share	State Share	Total Project Costs (Federal + Share)	MOE
Certified Inspector	\$381,000.00	\$0.00	\$381,000.00	\$0.00
Certified Inspector	\$299,460.00	\$0.00	\$299,460.00	\$0.00
Certified Inspector	\$44,784.00	\$0.00	\$44,784.00	\$0.00
Certified Inspector	\$46,092.00	\$0.00	\$46,092.00	\$0.00
Certified Inspector	\$44,388.00	\$0.00	\$44,388.00	\$0.00
Official Inspector (Supervisor)	\$47,640.00	\$0.00	\$47,640.00	\$0.00
Certified Inspector	\$85,500.00	\$0.00	\$85,500.00	\$0.00
Director	\$65,976.00	\$0.00	\$65,976.00	\$0.00
Subdirector	\$60,300.00	\$0.00	\$60,300.00	\$0.00
Financial Assistant	\$6,183.00	\$0.00	\$6,183.00	\$0.00
Database Administrator	\$12,756.60	\$0.00	\$12,756.60	\$0.00
Clerk	\$23,040.00	\$0.00	\$23,040.00	\$0.00
Administrative Assistant	\$28,932.00	\$0.00	\$28,932.00	\$0.00
Technology Assistant	\$4,950.00	\$0.00	\$4,950.00	\$0.00
Certified Inspector	\$33,000.00	\$0.00	\$33,000.00	\$0.00
Salary Subtotal	\$1,184,001.60	\$0.00	\$1,184,001.60	\$0.00
TPSB Inspector	\$33,230.75	\$0.00	\$33,230.75	\$0.00
TPSB Inspector	\$14,289.24	\$0.00	\$14,289.24	\$0.00
TPSB Inspector	\$7,643.08	\$0.00	\$7,643.08	\$0.00
TPSB Inspector	\$7,920.00	\$0.00	\$7,920.00	\$0.00
Overtime subtotal	\$63,083.07	\$0.00	\$63,083.07	\$0.00
Personnel total	\$1,247,084.67	\$0.00	\$1,247,084.67	\$0.00

Fringe Benefits				
	Federal Share	State Share	Total Project Costs (Federal + State)	MOE
Certified Inspector (10)	\$70,751.70	\$0.00	\$70,751.70	\$0.00
Certified Inspector (7)	\$53,243.98	\$0.00	\$53,243.98	\$0.00
Certified Inspector	\$7,832.72	\$0.00	\$7,832.72	\$0.00
Certified Inspector	\$7,983.13	\$0.00	\$7,983.13	\$0.00
Certified Inspector	\$7,785.65	\$0.00	\$7,785.65	\$0.00
Official Inspector (Supervisor)	\$7,798.66	\$0.00	\$7,798.66	\$0.00
Official Inspector (Supervisor) (3)	\$18,404.10	\$0.00	\$18,404.10	\$0.00
Director	\$9,876.60	\$0.00	\$9,876.60	\$0.00
Subdirector	\$9,231.93	\$0.00	\$9,231.93	\$0.00
Financial Assistant	\$1,060.38	\$0.00	\$1,060.38	\$0.00
Database Administrator	\$1,806.24	\$0.00	\$1,806.24	\$0.00
Clerk	\$5,363.71	\$0.00	\$5,363.71	\$0.00
Administrative Assistant	\$6,032.32	\$0.00	\$6,032.32	\$0.00
TPSB Inspector (5)	\$3,771.69	\$0.00	\$3,771.69	\$0.00
TPSB Inspector (2)	\$1,621.82	\$0.00	\$1,621.82	\$0.00
TPSB Inspector	\$867.48	\$0.00	\$867.48	\$0.00
TPSB Inspector	\$898.92	\$0.00	\$898.92	\$0.00
Certified Inspector (Special Leave)	\$6,494.40	\$0.00	\$6,494.40	\$0.00
Fringe Benefits total	\$220,825.43	\$0.00	\$220,825.43	\$0.00

Travel				
	Federal Share	State Share	Total Project Costs (Federal + State)	MOE
Routine MCSAP Travel	\$54,720.00	\$0.00	\$54,720.00	\$0.00
Conference Travel (4): MCSAP Meeting, CVSA Conference, COHMED Conference, CVSA Workshop	\$15,380.00	\$0.00	\$15,380.00	\$0.00
Training Travel: MCSAP-related training	\$5,000.00	\$0.00	\$5,000.00	\$0.00
Training Travel: CMV Post-crash training	\$5,000.00	\$0.00	\$5,000.00	\$0.00
Routine MCSAP Travel (Non-Inspection Program)	\$6,075.00	\$0.00	\$6,075.00	\$0.00
Travel total	\$86,175.00	\$0.00	\$86,175.00	\$0.00

Equipment				
	Federal Share	State Share	Total Project Costs (Federal + State)	MOE
Vehicle	\$163,463.76	\$40,865.94	\$204,329.70	\$0.00
Vehicle-related equipment	\$0.00	\$5,000.00	\$5,000.00	\$0.00
Police Package	\$26,056.00	\$6,514.00	\$32,570.00	\$0.00
Equipment total	\$189,519.76	\$52,379.94	\$241,899.70	\$0.00

Supplies				
	Federal Share	State Share	Total Project Costs (Federal + State)	MOE
Digital Mobile Radio for Vehicles	\$6,000.00	\$0.00	\$6,000.00	\$0.00
Speed Measuring Devices	\$8,000.00	\$0.00	\$8,000.00	\$0.00
Other (Inspection Tools, Books...)	\$3,000.00	\$0.00	\$3,000.00	\$0.00
General Office Supplies	\$6,000.00	\$0.00	\$6,000.00	\$0.00
Printers	\$1,350.00	\$0.00	\$1,350.00	\$0.00
Police Equipment (Bullets, firearms, bulletproof vests, batons...)	\$12,900.00	\$0.00	\$12,900.00	\$0.00
Uniforms and Other Related Supplies	\$20,660.60	\$0.00	\$20,660.60	\$0.00
Computers	\$20,000.00	\$0.00	\$20,000.00	\$0.00
GPS Service	\$6,480.00	\$0.00	\$6,480.00	\$0.00
Supplies total	\$84,390.60	\$0.00	\$84,390.60	\$0.00

Contractual and Subaward				
	Federal Share	State Share	Total Project Costs (Federal + State)	MOE
Crash Data Transmission Project	\$21,000.00	\$0.00	\$21,000.00	\$0.00
IT Specialist	\$48,000.00	\$0.00	\$48,000.00	\$0.00
Single Audit	\$20,750.00	\$0.00	\$20,750.00	\$0.00
Attorney	\$40,000.00	\$0.00	\$40,000.00	\$0.00
Advertisement Firm	\$16,975.38	\$66,628.06	\$83,603.44	\$134,329.05
Contractual and Subaward total	\$146,725.38	\$66,628.06	\$213,353.44	\$134,329.05

Other Costs				
	Federal Share	State Share	Total Project Costs (Federal + State)	MOE
Fleet Cost (repairs)	\$10,000.00	\$0.00	\$10,000.00	\$0.00
Marking	\$2,557.98	\$0.00	\$2,557.98	\$0.00
Training Costs (tuition, books)	\$3,000.00	\$0.00	\$3,000.00	\$0.00
CVSA Decals	\$2,140.00	\$0.00	\$2,140.00	\$0.00
Conference Costs (Registration Fees)	\$5,100.00	\$0.00	\$5,100.00	\$0.00
Communications (Internet Service and Radio)	\$8,000.00	\$0.00	\$8,000.00	\$0.00
Printer Rent	\$4,500.00	\$0.00	\$4,500.00	\$0.00
Rent	\$1,000.00	\$0.00	\$1,000.00	\$0.00
Tolls	\$13,440.00	\$0.00	\$13,440.00	\$0.00
Fuel Cost Non Inspection Program	\$10,000.00	\$0.00	\$10,000.00	\$0.00
Fuel Cost Roadside	\$44,160.00	\$0.00	\$44,160.00	\$0.00
Maintenance of Vehicles (not under contract)	\$10,050.00	\$0.00	\$10,050.00	\$0.00
Other Costs total	\$113,947.98	\$0.00	\$113,947.98	\$0.00

Total Costs				
	Federal Share	State Share	Total Project Costs (Federal + State)	MOE
Subtotal for Direct Costs	\$2,088,668.82	\$119,008.00	\$2,207,676.82	\$134,329.05
Indirect Costs	\$172,479.18	\$0.00	\$172,479.18	NA
Total Costs Budgeted	\$2,261,148.00	\$119,008.00	\$2,380,156.00	\$134,329.05

Part 4 Section 10 - Financial Summary

The Financial Summary is auto-populated by the system by budget category. It is a read-only document and can be used to complete the SF-424A in Grants.gov. Changes to the Financial Summary will only be reflected by updating the individual budget category table(s).

- The system will confirm that percentages for Federal and State shares are correct for Total Project Costs. The edit check is performed on the **"Total Costs Budgeted"** line only.
- The system will confirm that Planned MOE Costs equal or exceed FMCSA funding limitation. The edit check is performed on the **"Total Costs Budgeted"** line only.
- The system will confirm that the Overtime value does not exceed the FMCSA funding limitation. The edit check is performed on the **"Overtime subtotal"** line.

ESTIMATED Fiscal Year Funding Amounts for MCSAP			
	95% Federal Share	5% State Share	Total Estimated Funding
Total	\$2,261,148.00	\$119,008.00	\$2,380,156.00

Summary of MCSAP Funding Limitations	
Allowable amount for Lead MCSAP Agency Overtime without prior approval (15% of MCSAP Award Amount):	\$357,023.00
MOE Baseline:	\$134,329.05

Estimated Expenditures				
	Federal Share	State Share	Total Project Costs (Federal + State)	Planned MOE Costs
;;;Salary Subtotal	\$1,184,001.60	\$0.00	\$1,184,001.60	\$0.00
;;;Overtime Subtotal	\$63,083.07	\$0.00	\$63,083.07	\$0.00
Personnel Total	\$1,247,084.67	\$0.00	\$1,247,084.67	\$0.00
Fringe Benefits Total	\$220,825.43	\$0.00	\$220,825.43	\$0.00
Travel Total	\$86,175.00	\$0.00	\$86,175.00	\$0.00
Equipment Total	\$189,519.76	\$52,379.94	\$241,899.70	\$0.00
Supplies Total	\$84,390.60	\$0.00	\$84,390.60	\$0.00
Contractual and Subaward Total	\$146,725.38	\$66,628.06	\$213,353.44	\$134,329.05
Other Costs Total	\$113,947.98	\$0.00	\$113,947.98	\$0.00
	95% Federal Share	5% State Share	Total Project Costs (Federal + State)	Planned MOE Costs
Subtotal for Direct Costs	\$2,088,668.82	\$119,008.00	\$2,207,676.82	\$134,329.05
Indirect Costs	\$172,479.18	\$0.00	\$172,479.18	NA
Total Costs Budgeted	\$2,261,148.00	\$119,008.00	\$2,380,156.00	\$134,329.05

Part 5 - Certifications and Documents**Part 5 Section 1 - Overview**

Part 5 includes electronic versions of specific requirements, certifications and documents that a State must agree to and abide by as a condition of participation in MCSAP. The submission of the CVSP serves as official notice and certification of compliance with these requirements. State or States means all of the States, the District of Columbia, the Commonwealth of Puerto Rico, the Commonwealth of the Northern Mariana Islands, American Samoa, Guam, and the Virgin Islands.

If the person submitting the CVSP does not have authority to certify these documents electronically, then the State must continue to upload the signed/certified form(s) through the "My Documents" area on the State's Dashboard page.

These certifications must be completed and signed on an annual basis.

Part 5 Section 2 - State Certification

The State Certification will not be considered complete until the four questions and certification declaration are answered. Selecting 'no' in the declaration may impact your State's eligibility for MCSAP funding.

1. What is the name of the person certifying the declaration for your State? Mr. Jaime A. Lafuente-González
2. What is this person's title? Chairman of the TPSB
3. Who is your Governor's highway safety representative? Ms. Eileen Vélez-Vega
4. What is this person's title? Secretary, Puerto Rico DOT

The State affirmatively accepts the State certification declaration written below by selecting 'yes'.

- ☐ Yes
- ☒ Yes, uploaded certification document
- ☐ No

State Certification declaration:

I, Mr. Jaime A. Lafuente-González, Chairman of the TPSB, on behalf of the Commonwealth of PUERTO RICO, as requested by the Administrator as a condition of approval of a grant under the authority of [49 U.S.C. § 31102](#), as amended, certify that the Commonwealth satisfies all the conditions required for MCSAP funding, as specifically detailed in [49 C.F.R. § 350.211](#).

If there are any exceptions that should be noted to the above certification, include an explanation in the text box below.

Part 5 Section 3 - Annual Review of Laws, Regulations, Policies and Compatibility Certification

You must answer all three questions and indicate your acceptance of the certification declaration. Selecting 'no' in the declaration may impact your State's eligibility for MCSAP funding.

1. What is the name of your certifying State official? Mr. Jaime A. Lafuente-González
2. What is the title of your certifying State official? Chairman of the TPSB
3. What are the phone # and email address of your State official? (787) 756-0804, Ext. 3118 jlafuente@jrsp.pr.gov

The State affirmatively accepts the compatibility certification declaration written below by selecting 'yes'.

- ☒ Yes
- ☐ Yes, uploaded certification document
- ☐ No

I, Mr. Jaime A. Lafuente-González, certify that PUERTO RICO has conducted the annual review of its laws and regulations for compatibility regarding commercial motor vehicle safety and that the Commonwealth's safety laws remain compatible with the Federal Motor Carrier Safety Regulations (49 CFR parts 390-397) and the Hazardous Materials Regulations (49 CFR parts 107 (subparts F and G only), 171-173, 177, 178, and 180) and standards and orders of the Federal government, except as may be determined by the Administrator to be inapplicable to a State enforcement program. For the purpose of this certification, Compatible means Commonwealth laws or regulations pertaining to interstate commerce that are identical to the FMCSRs and HMRs or have the same effect as the FMCSRs and identical to the HMRs and for intrastate commerce rules identical to or within the tolerance guidelines for the FMCSRs and identical to the HMRs.

If there are any exceptions that should be noted to the above certification, include an explanation in the text box below.

Part 5 Section 4 - New Laws/Legislation/Policy Impacting CMV Safety

Has the State adopted/enacted any new or updated laws (i.e., statutes) impacting CMV safety since the last CVSP or annual update was submitted?

☐ Yes ☒ No

Has the State adopted/enacted any new administrative actions or policies impacting CMV safety since the last CVSP?

☒ Yes ☐ No

In the table below, provide the section changed and the effective date of the administrative change or policy adoption. Include a brief description of the policy or action. Please include a hyperlink or URL, in the summary if available.

Administrative and Policy Adoption		
Section Changed	Effective Date	Summary of Changes
Reg. No. 9459	06/09/2023	The Department of Transportation and Public Works (DTOP, for its Spanish acronym), Puerto Rico's State Driver's Licensing Agency (SDLA), adopted new driver point system regulations to replace Regulation No. 7977 of January 3, 2011.