



PUERTO RICO

Commercial Vehicle Safety Plan

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

Fiscal Years 2020 - 2022

Date of Approval: April 20, 2020

FINAL CVSP



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

Part 1 - MCSAP Overview

Part 1 Section 1 - Introduction

The 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 accidents and hazardous materials incidents involving commercial motor vehicles (CMV). The goal of the MCSAP is to reduce CMV-involved accidents, 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 350.201](#) and [205](#). The lead agency must submit the State's CVSP to the FMCSA Division Administrator on or before August 1 of each year. For a State to receive funding, the CVSP needs to be complete and include all required documents. Currently, the State must submit a performance-based plan each year to receive MCSAP funds.

The FAST Act required the Federal Motor Carrier Safety Administration (FMCSA) to “prescribe procedures for a State to submit a multiple-year plan and annual updates thereto, under which the State agrees to assume responsibility for improving motor carrier safety by adopting and enforcing State regulations, standards, and orders that are compatible with the regulations, standards, and orders of the Federal Government on commercial motor vehicle safety and hazardous materials transportation safety.”

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
- Part 2: Crash Reduction and National Program Elements (FY 2020 - 2022)
- Part 3: National Emphasis Areas and State Specific Objectives (FY 2020 - 2022)
- Part 4: Financial Information (FY 2020)
- Part 5: Certifications and Documents

You will find that each of the five eCVSP parts listed above contains different subsections. Each subsection category will provide you with detailed explanation and instruction on what to do for completing 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 a 3-year plan or an Annual Update to a 3-year plan. 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 2020:

Multi-Year plans—For FY 2020, 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—Those States in Year 2 or Year 3 of a multi-year plan will be providing an Annual Update only. States will be able to review the project plan submitted in the previous year and indicate whether anything needs to be updated for the upcoming fiscal year via a Yes/No question provided in each Section of Parts 1-3. **NOTE: Answer carefully as there is one opportunity to check Yes/No and then the input is locked.**

- If Yes is indicated, the information provided for previously will be editable and State users can make any necessary changes to their project plan. (Note: Trend information that supports your current activities is not editable.)
- If No is indicated, then no information in this section will be editable and the user can move forward to the next section.
- The financial information and certifications will be updated each fiscal year.

All multi-year and annual update plans have been pre-populated with data and information from their FY 2019 plans. States must carefully review and update this information to reflect FY 2020 activities prior to submission to FMCSA.

States are reminded to **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.

Personally Identifiable Information – PII is information which, on its own or matched with other data, would permit identification of that 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.

Part 1 Section 2 - Mission/Goal Statement

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 (henceforth "PR TPSB" previously known as Puerto Rico Public Service Commission) the Government of Puerto Rico's (hereafter PR) Agency assigned with the task of regulating "For Hire" and private transportation services. In 1984, PR TPSB was named as the lead MCSAP Agency in PR responsible for administering the Commercial Vehicle Safety Plan (CVSP) throughout PR. This lead to the creation of the Office of Motor Carrier Safety and Hazardous Materials (herein on "PR MCSAP") within the PR TPSB.

PR MCSAP 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 ultimate goal is to **reduce Puerto Rico's Fatality Rate to 0.00 per 100 Million vmt.**

PR MCSAP will accomplish this goal by performing roadside inspection activities in High Risk Crash corridors, therefore ensuring motor carrier are operating safely. Second, continue to promote inter-agency cooperation and coordination by performing traffic enforcement activities as means to prevent and deter unsafe Motor Carrier Practices.

There are several agencies that collaborate with our mission; and strive to improve Commercial Motor Vehicle (henceforth CMV) safety.

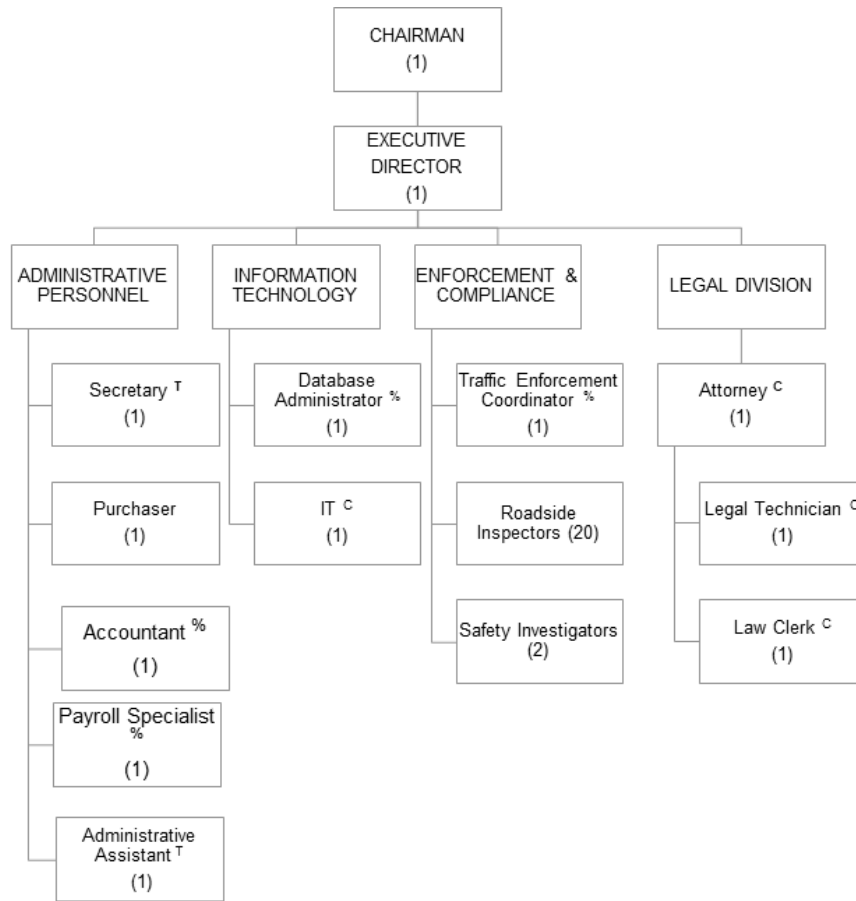
1. Puerto Rico Emergency Management Agency: (PR FEMA) It is the local PR's Agency responsible for the 9-1-1 Emergency Services Administration. It provides PR TPSB/PR MCSAP with CMV related crash notification.
2. Puerto Rico Police Department: (PR PD) PR local law enforcement agency. It also provides CMV related crash notification and post-crash investigation. Member of the traffic enforcement initiative that may include drug and alcohol detection and non CMV safety.
3. Puerto Rico Department of Transportation and Public Works: (PR DTOP) Agency in PR designated with the task of issuing driver's licenses and motor vehicle registrations. Agency is a key component in the Intrastate PRISM interfacing.
4. Puerto Rico Ports Authority: (PR PA) Agency in PR that regulates the ports and cargo. With its assistance PR MCSAP is able to coordinate strike forces in the ports, where inter and intrastate cargo is both shipped and received.
5. Puerto Rico Highway and Transportation Authority: (PR HTA) PR highway safety representatives. Along with PR MCSAP perform traffic enforcement activities dedicated to enforce Size and Weight restrictions in CMV's as well as incident management. PR MCSAP collaborates with the development of the Highway Safety Plan.
6. Puerto Rico Traffic Safety Commission: (PR TSC) Lead agency in the Traffic Records Committee. Multi-agency group that includes PR MCSAP, PR PD, PR DTOP, Department of Justice, Emergency Management Services collaborating to improve data sharing and collection.
7. Puerto Rico Environmental Quality Board: (PR EQB) Agency assigned the task of regulating Hazardous Substances and Hazardous Waste in Puerto Rico. Partners in ensuring hazardous material transportation safety. It also notifies PR MCSAP in case they were alerted first of a hazardous spill while being transported.

Part 1 Section 3 - MCSAP Structure Explanation

Instructions:

Briefly describe the State's commercial motor vehicle (CMV) enforcement program funded by the MCSAP grant.

NOTE: Please do not include activities or expenses associated with any other FMCSA grant program.



The MCSAP Program within the PR TPSB is currently staffed by thirty four (34) employees. Twenty (20) regular employees, six (6) term employees, four (4) under contract and four (4) supporting personnel dedicating fifteen percent (15%) of the time in MCSAP related activities. The services are distributed among Main Office (MO) and three (3) Regional Offices (RO).

1. **Chairman(1):** State Official, head of the Puerto Rico Transport and other Public Services Bureau, agency that houses the PR MCSAP Program. As such is the Certifying State Official.
2. **Director (1):** State official assigned to manage the PR MCSAP Program. Responsible for personnel, scheduling and management. Monitors daily activities to ensure program effectiveness. Responsible for the overall inter-agency coordination, and educational activities. One of only two people, certified to perform Level VI inspections. Collaborates with the Legal Technician to prepare the Commercial Vehicle Safety Plan.
3. **Secretary (1):** Official responsible for handling correspondence, telephone calls, filing, clerical work, as well as, other duties as assigned such as providing support for the Director's administrative duties. Term employee.
4. **Purchaser (1):** Official responsible for purchasing, tracking inventory and other clerical duties in support of the Director.
5. **Administrative Assistant (1):** Assist Secretary and other MCSAP personnel as needed with clerical duties in support of the program. Term employee
6. ***Accountant (1): Dedicate 10% of the time** to perform MCSAP related activities such as preparing PR MCSAP federal financial reports and voucher review.

7. ***Payroll Specialist (1): Dedicate 15% of the time** to perform MCSAP related activities such as accurate processing and recording payroll and other expenses related to CVSP activities.
8. ***Database Administrator (1): Dedicate 15% of the time** to perform activities in support of the MCSAP program such as assist the IT with the maintenance of the computer system. Also provides technical support when a broader expertise is required beyond the IT's capabilities. Provide Cloud Connectivity support.
9. ****Information Technology/ Computer Specialist (1) (This position is under contract):** Official responsible for providing technical support to the program. Responsible for technical equipment (i.e. computers), office servers, as well as supporting software. Liaison with Volpe technical support. Responsible for data collection and Safetynet maintenance. Other tasks include downloading inspections, review for errors and uploading into MCMIS. Responsible for vouchering and submitting invoices to the FMCSA.
0. ***Traffic Enforcement Coordinator (1): Dedicate 15% of the time** to perform activities in support of the MCSAP program such as inter agency coordination to perform traffic enforcement strike forces. Serve as the Director's substitute when the Director is not available.
11. **Roadside Inspectors (20):** Roadside inspectors are officials designated to conduct CVSA North American Standard Inspection Levels I - V. Only the Director and one (1) other inspector are certified to perform Level VI inspections. There will be two Official Inspectors with supervision responsibilities over the remaining Roadside Inspectors, one will be supervising the inspectors on the south part of the island the other over the north. Inspectors are authorized to impose fines, and place vehicles Out of Service. Responsible for investigating accidents where a CMV was involved. Provide education support as needed.
2. **Safety Investigators (2):** Personnel designated to audit companies on CMV Safety/HM Regulation compliance. Authorized to impose fines including placing vehicles and/or drivers Out of Service. Provide education support as needed. Safety Investigators will continue performing Roadside Inspectors in order to maintain their certifications, while the program is implemented.
3. ****Attorney (1) (This position is under contract):** Official appointed by the agency to conduct investigations and administrative hearings regarding violations to the CMV's regulations. Acts as representative for the office in administrative and court proceedings, as required. Draft new regulations for the PR TPSB and MCSAP to adapt to the TPSB's Administrative Transformation Act, Act No. 75 of 2017, in matters related to CMVs and to propel MCSAPs goals. Will draft the documents necessary to adopt 49 C.F.R sections, as well as participate in the adoption process required for the development of Safety Audits and Compliance Reviews programs in Puerto Rico.
4. ****Law Clerk (1) (This position is under contract):** Official appointed by the agency to help the attorney with the programs above describe in order to further develop the MCSAP program. Performs research to assist attorney implement regulations mentioned above and programs such as the Safety Audits and Compliance Reviews.
5. ****Legal Technician (1) (This position is under contract):** Official appointed by the agency to to prepare the Commercial Vehicle Safety Plan (in collaboration with the Director).

Part 1 Section 4 - MCSAP Structure**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 area of enforcement. 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	34
National Program Elements	Enter # personnel below
Driver and Vehicle Inspections	22
Traffic Enforcement Activities	1
Investigations*	0
Public Education and Awareness	1
Data Collection and Reporting	10
* 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 2020 - 2022 in the areas of crash reduction, roadside inspections, traffic enforcement, audits and investigations, safety technology and data quality, and public education and outreach.

Note: *For CVSP planning purposes, the State can access detailed counts of its core MCSAP performance measures. Such measures include roadside inspections, traffic enforcement activity, investigation/review activity, and data quality by quarter for the current and past two fiscal years using the Activity Dashboard and/or the CVSP Toolkit on the A&I Online website. The Activity Dashboard is also a resource designed to assist the State with preparing their MCSAP-related quarterly reports and is located at: <http://ai.fmcsa.dot.gov>. A user id and password are required to access this system.*

In addition, States can utilize other data sources available on the A&I Online website as well as internal State data sources. It is important to reference the data source used in developing problem statements, baselines and performance goals/ objectives.

Part 2 Section 2 - CMV Crash Reduction

The primary mission of the Federal Motor Carrier Safety Administration (FMCSA) is to reduce crashes, injuries and fatalities involving large trucks and buses. MCSAP partners also share the goal of reducing commercial motor vehicle (CMV) related crashes.

Trend Analysis for 2014 - 2018

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 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 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 Goal column, enter the goal from the corresponding CVSP for the measurement period.
 - In the 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.

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: Large Truck Fatal Crashes per 100M VMT

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			
10/01/2017	09/30/2018	7	0	0.04
10/01/2016	09/30/2017	4	0	0.03
10/01/2015	09/30/2016	3	0	0.02
10/01/2014	09/30/2015	8	0	0.04
10/01/2013	09/30/2014	3	0	0.02

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: Other

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

Bus Fatal Crashes per 100M VMT

Measurement Period (Include 5 Periods)		Fatalities	Goal	Outcome
Begin Date	End Date			
10/01/2017	09/30/2018	1	0	0.0060
10/01/2016	09/30/2017	0	0	0
10/01/2015	09/30/2016	1	0	0.0060
10/01/2014	09/30/2015	0	0	0
10/01/2013	09/30/2014	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: Other

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

Hazardous Material Large Trucks and Buses Fatal Crashes per 100M VMT

Measurement Period (Include 5 Periods)		Fatalities	Goal	Outcome
Begin Date	End Date			
10/01/2017	09/30/2018	0	0	0
10/01/2016	09/30/2017	0	0	0
10/01/2015	09/30/2016	0	0	0
10/01/2014	09/30/2015	0	0	0
10/01/2013	09/30/2014	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 7/26/2019.

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

PR MCSAP 's Crash Reduction Goal is 0.00% fatality rate per 100M VMT.

I. FY 2018 Lessons:

During FY 2018 there were eight (8) fatalities. The number of fatalities reflected as per 100 M VMT is small it also the that it may appear there is not a great problem of Crashes. One fatality is one too many.

- a. There was only one fatality for Passenger Carrier Crashes during FY 2018. On the other hand, around sixty percent (60%) of the number of injuries as a result of a Crash belong to Passenger Carrier Crashes. The fact that they often involve children makes this a priority for our agency and will conduct activities to that effect.
- b. HM Crash involving release of spill has not had any fatalities involved. However, since there are safety risks involved it is one objective we will not abandon.

II. Difficulties achieving the goal:

- a. A MMUCC Compliant Crash Report has still not been approved. PR MCSAP continues to perform post-crash investigations and recording the data into ASPEN, transferred into Safetynet and then uploaded to FMCSA Systems.
- b. It is difficult to pull out the data from A&I in the Crash Statistics Summary Report. It is not included in the drop-down menu. This means that it is difficult to pull out a Summary Report for a five-year period. It is available when the Report Focus is in "All States" and you must scroll down to the end of the page where the territories are listed only then you can pull out the report but must do it per year.

III. Obstacles Overcomed:

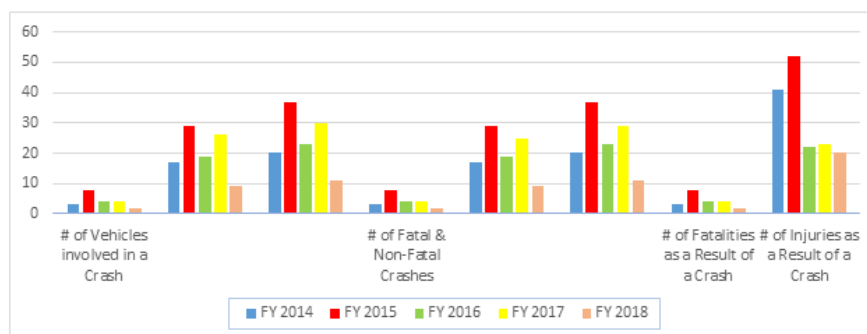
- a. Previously not all Passenger Carriers were subject to TPSB's jurisdiction. Since then laws were passed that returned the jurisdiction back to TPSB.
- b. Second the territory was facing a dilemma since differently from the states, School Bus transportation was performed by privately owned companies, not the State. In 2018, laws were amended to reflect that a School Bus is in fact considered a Commercial Motor Vehicle, therefore not exempt.

Narrative Overview for FY 2020 - 2022**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.

Puerto Rico has yet to decrease its fatalities to 0.00% per 100M VMT.



YEAR	# of Vehicles Involved in Fatal & Non-Fatal Crashes			# of Fatal & Non-Fatal Crashes			# of Fatalities as a Result of a Crash	# of Injuries as a Result of a Crash
	Fatal	Non-Fatal	Total	Fatal	Non-Fatal	Total	Result of a Crash	Result of a Crash
2018	8	13	21	8	13	21	8	49
2017	4	26	30	4	25	29	4	23
2016	4	19	23	4	19	23	4	22
2015	8	29	37	8	29	37	8	52
2014	3	17	20	3	17	20	3	41
Grand Total	27	104	131	27	103	130	27	187

Data Source: FMCSA Motor Carrier Management Information System ([MCMIS](#)) data snapshot as of 07/26/2019, including crash records through 03/31/2019.

Enter the data source and capture date:

FMCSA Motor Carrier Management Information System (MCMIS) data snapshot as of 07/26/2019, including crash records through 03/31/2019. Capture Date: 08/01/2019

Projected Goal for FY 2020 - 2022:

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 could be 4 percent.

Fiscal Year	Annual Crash Reduction Goals
2020	0
2021	0
2022	0

0.00% per 100M VMT

Program Activities for FY 2020 - 2022: 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 2020 -2022 PR MCSAP intends to perform the following Program Activities:

1. At least 2,000 Roadside Inspections and Highly visible Inspection activities in identified High Risk Crash Corridors per year.
2. Schedule at least 4 traffic enforcement activities per quarter in coordination with the PR PD per year.

3. At least 1 educational activity during this year related to both Driver Vehicle Inspection Reports and the Periodic Inspection per year.
4. Roadside Inspectors will require proof of Periodic Inspection Reports on all commercial motor vehicles just as they would driver's license and vehicle's registration. There will be a period this violation may not be penalized but it will be recorded in the inspection, will be used also to educate the companies and drivers. After a period (yet to be determined by the Director) fines will be imposed on said violations per year.

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.

1. Percent of Violations and Out of Service Orders in High Risk Corridors: PR MCSAPs Director will allocate Roadside Inspectors in High Risk Corridors as needed but no less than three hundred (300) staff hours per month. Each inspector is responsible for entering inspections into ASPEN daily and submitting copies of their inspections to the Official Inspector. The Official Inspector who will report those numbers to the Director at the end of the week who will ensure numbers add up to those reported unto Safetynet review them for errors and upload them into the Cloud.
2. Periodic Inspection Violations in Inspections: PR MCSAPs Roadside Inspectors will require CMV Drivers proof that the Periodic Inspection was performed during that year. Failure to hand in the proof will result in a violation that will be included in the Roadside Inspection. Second, the Driver will also be educated regarding this violation and the inspection will reflect that the driver received the information. Each inspector is responsible for entering inspections into ASPEN daily and submitting copies of their inspections to the Official Inspector. The Official Inspector who will report those numbers to the Director at the end of the week who will ensure numbers add up to those reported unto Safetynet review them for errors and upload them into the Cloud.
3. Percent of Fatalities in CMV related crashes: PR MCSAPs Inspectors are assigned to investigate a crash involving a fatality are required to enter the report into ASPEN within 48 hours of the crash. The Director will follow up to verify and upload the report to the Cloud. The information will be included in the SF-PPR.
4. Percent of Crashes in High Risk Corridors: PR MCSAPs inspectors will fill out the ASPEN Crash report completely to include the location of the Crash. The information regarding the Crash Reports will be analyzed and included in the corresponding SF-PPR.

Part 2 Section 3 - Roadside Inspections

In this section, provide a trend analysis, an overview of the State's roadside inspection program, and projected goals for FY 2020 - 2022.

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 2014 - 2018

Inspection Types	2014	2015	2016	2017	2018
Level 1: Full	2327	2106	1113	963	1078
Level 2: Walk-Around	2469	2334	1590	1454	1633
Level 3: Driver-Only	1823	1895	954	928	463
Level 4: Special Inspections	723	524	429	976	1132
Level 5: Vehicle-Only	804	876	378	367	321
Level 6: Radioactive Materials	2	2	7	5	1
Total	8148	7737	4471	4693	4628

Narrative Overview for FY 2020 - 2022

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 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.

PR MCSAP conducts Level I - Level V inspections with a view to reducing CMV crashes and fatalities. Inspections serve as the cornerstone of our program.

The priorities established in the planning memorandum are that Level III inspections constitute 33% of all inspections. However, PR MCSAP 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.

General Roadside and Fixed-Facility Inspection Program:

- Puerto Rico has only one (1) Fixed Inspection Site located in the municipality of Salinas (Salinas Weight Station).
- The other Roadside inspection locations are: PR-167, Toa Alta; Caguas South; Vega Alta; Ponce; Ceiba; PR-3, Rio Grande; PR-3, Luquillo; PR-111, Moca; PR-2, Mayaguez; Naranjito; Corozal; Muñoz Base, Carolina; Isla Grande, San Juan; PR-1, Guaynabo; CZL, Guaynabo; Trujillo Alto; Yabucoa; Los Colobos, Carolina; Barranquitas and Peñuelas.

Roadside Inspection Locations	
Rural Roads	
Municipality	Road Number
Barranquitas	PR-152
Bayamón	PR-167
Cabo Rojo	PR-100
Cayey	PR-194
Coamo	PR-14
Isabela	PR-2
Lajas	PR-116
Naranjito	PR-5
	PR-64
Rincón	PR-115
Santa Isabel	PR-536

Resource Allocation Decisions: PR MCSAP Director decides where to allocate resources. The Director bases his decision primary on:

- Crash Corridor data from previous quarters.
- CMVs major movement is located

FY 2020 - 2022 Projected Goals:

1. Roadside Inspection Number Goal will remain the same for this year. Currently there are several other projects that are trying to be implemented that may affect Roadside Inspection Numbers.
2. Other Projects:
 - Compliance Reviews/Safety Audits,
 - Enforcement of adopted 49 C.F.R. regulations
 - Add new technology: Performance-Based Brake Testers (acquisition during the FY 2019 grant performance period and schedule Inspector training and use by FY 2022.

Projected Goals for FY 2020 - 2022

Instructions for Projected Goals:

Complete the following tables in this section indicating the number of inspections that the State anticipates conducting during Fiscal Years 2020 - 2022. For FY 2020, 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: 22

Projected Goals for FY 2020 - 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 2020 - 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 Funded Agencies	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 2020:	

Summary

Projected Goals for FY 2020 - Roadside Inspections Summary

Projected Goals for FY 2020 Summary for All Agencies					
MCSAP Lead Agency: TRANSPORT AND OTHER PUBLIC SERVICES BUREAU					
# certified personnel: 22					
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 ALL Agencies	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 1 will be met. The priorities established in the planning memorandum are that Level III inspections constitute 33% of all inspections. However, PR MCSAP 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

Projected Goals for FY 2021 Roadside Inspections	Lead Agency	Subrecipients	Non-Funded	Total
Enter total number of projected inspections	5000	0	0	5000
Enter total number of certified personnel	22	0	0	22
Projected Goals for FY 2022 Roadside Inspections				
Enter total number of projected inspections	5000	0	0	5000
Enter total number of certified personnel	22	0	0	22

Part 2 Section 4 - Investigations

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 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

Traffic enforcement means documented enforcement activities of 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).

Trend Analysis for 2014 - 2018
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		
10/01/2017	09/30/2018	1599	0
10/01/2016	09/30/2017	1624	5
10/01/2015	09/30/2016	1996	140
10/01/2014	09/30/2015	3082	200
10/01/2013	09/30/2014	1942	277

☒ **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.**

☒ **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.

Source: MCMIS Data Snapshot as of 07/26/2019 Capture Date: 08/07/2019

Narrative Overview for FY 2020 - 2022
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](#).

1. PR Level of Effort: 23 Roadside Inspectors (to include Director and Traffic Enforcement Coordinator who assists the Director).

2. CMV and Non-CMV traffic enforcement program: PR MCSAP inspectors do not have jurisdiction over Non-CMV vehicles.

3. Traffic Enforcement Resources:

- a. Number of officers: 20 MCSAP Roadside Inspectors 2 Safety Investigators., Director (1), and Traffic Enforcement Coordinator (1)
- b. Time of day: 06:00 - 14:30 (23 Inspectors)
- c. Days of Week: Monday - Friday

Analysis & Information

Federal Motor Carrier Safety Administration

Puerto Rico Traffic Enforcement Violation Summary

	FY 2015	FY 2016	FY 2017	FY 2018
Traffic Enforcement Violation	State	State	State	State
Moving Violations	491	417	327	300
392.2C -- Failure to obey traffic control device	3	1	0	2
392.2FC -- Following too close	0	0	0	0
392.2LC -- Improper lane change	68	76	104	66
392.2P -- Improper passing	193	67	0	0
392.2R -- Reckless driving	2	1	1	0
392.2S -- Speeding	0	0	0	0
392.2-SLLS1 - State/Local Laws - Speeding 1-5 miles per hour over the speed limit	0	0	0	0
392.2-SLLS2 - State/Local Laws - Speeding 6-10 miles per hour over the speed limit	0	2	0	0
392.2-SLLS3 - State/Local Laws - Speeding 11-14 miles per hour over the speed limit	1	0	0	0
392.2-SLLS4 - State/Local Laws - Speeding 15 or more miles per hour over the speed limit	4	1	0	0
392.2-SLLSWZ - State/Local Laws - Speeding work/construction zone	1	0	0	0
392.2T -- Improper turns	0	1	0	1
392.2Y -- Failure to yield right of way	0	0	0	1
392.3 -- Operating a CMV while ill or fatigued	1	0	0	0
392.80A - Driving a CMV while texting	9	13	10	18
392.82A1 - Using a hand-held mobile telephone while operating a CMV	209	255	212	212
Drug & Alcohol Violations	2	1	0	0
392.4A -- Driving under the influence of drugs	0	0	0	0
392.5A -- Driver consuming an intoxicating beverage within 4 hours before operating a motor vehicle	2	1	0	0
Railroad Crossing Violations	0	0	0	0
392.10A1 -- Failing to stop at railroad grade (RR) crossing-bus	0	0	0	0
392.10A2 -- Failing to stop at (RR) crossing-chlorine	0	0	0	0
392.10A3 -- Failing to stop at (RR) crossing-placard	0	0	0	0
392.10A4 -- Failing to stop at (RR) crossing-HM cargo	0	0	0	0
Non-specified State Law/Miscellaneous Violations	3874	2227	1824	1746
392.14 -- Failing to use caution for hazardous conditions	1	0	0	0
392.16 -- Failing to use seat belt while operating CMV	1370	1221	986	870
392.71A -- Using/equipping CMV with a radar detector	1	0	1	2
392.2 -- Local laws (general)	2502	1006	837	874
Total	4367	2645	2151	2046

Projected Goals for FY 2020 - 2022

Using the radio buttons in the table below, indicate the traffic enforcement activities the State intends to conduct in FY 2020 - 2022. 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.

			Enter Projected Goals (Number of Stops only)		
Yes	No	Traffic Enforcement Activities	FY 2020	FY 2021	FY 2022
<input checked="" type="radio"/>	<input type="radio"/>	CMV with Inspection	2100	2100	2100
<input type="radio"/>	<input checked="" type="radio"/>	CMV without Inspection	0	0	0
<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)	550	550	550

In order to be eligible to utilize Federal funding for Non-CMV traffic enforcement, the [FAST Act](#) requires that the State must maintain an average number of safety activities which include the number of roadside inspections, carrier investigations, and new entrant safety audits conducted in the State for Fiscal Years 2004 and 2005.

The table below displays the information you input into this plan from the roadside inspections, investigations, and new entrant safety audit sections. Your planned activities must at least equal the average of your 2004/2005 activities.

FY 2020 Planned Safety Activities				
Inspections	Investigations	New Entrant Safety Audits	Sum of FY 2020 Activities	Average 2004/05 Activities
5000	0	0	5000	1640

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

One of our Roadside Inspector is going to be assisting the TPSB Chairman as a Traffic Enforcement Coordinator (TEC). The TEC will coordinate traffic enforcement activities monthly with the Director and other TPSB Divisions to perform MCSAP related activities. The Director will schedule roadside inspectors as needed to participate in these activities. A report will be generated monthly to notify results of the activities. The report will be made available to the Director and the legal technician to include information in the SF-PPRs.

Part 2 Section 6 - Safety Technology

The FAST Act made Performance and Registration Information Systems Management (PRISM) a condition for MCSAP eligibility in [49 CFR 350.201 \(aa\)](#). States must achieve full participation by October 1, 2020. FMCSA defines “fully participating” in PRISM, for the purpose of determining eligibility for MCSAP funding, as when a State’s or Territory’s International Registration Plan (IRP) or CMV registration agency suspends or revokes and denies registration if the motor carrier responsible for safety of the vehicle is under any Federal OOS order and denies registration if the motor carrier possess an inactive or de-active USDOT number for motor carriers operating CMVs in commerce that have a Gross Vehicle Weight (GVW) of 26,001 pounds or more. Further information regarding full participation in PRISM can be found in the MCP Section 4.3.1.

Under certain conditions, the FAST Act allows MCSAP lead agencies to use MCSAP funds for Operations and Maintenance (O&M) costs associated with Innovative Technology Deployment (ITD) and the PRISM ([49 CFR 350.201\(aa\) \(cc\)](#)). For PRISM, O&M costs are eligible expenses subject to FMCSA approval. For ITD, if the State agrees to comply with ITD program requirements and has complied with all MCSAP requirements, including achievement of full participation in PRISM, O&M costs are eligible expenses. O&M expenses must be included and described in the Spending Plan section per the method these costs are handled in the State’s accounting system (e.g., contractual costs, other costs, etc.).

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, details must be in this section and in your Spending Plan.

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

Available data sources:

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

Enter the agency name responsible for ITD in the State, if other than the Lead MCSAP Agency:

Enter the agency name responsible for PRISM in the State, if other than the Lead MCSAP Agency: Puerto Rico Department of Transportation and Public Works

Narrative Overview for FY 2020 - 2022**Problem Statement Narrative and Projected Goal:**

If the State’s PRISM compliance is less than full participation, describe activities your State plans to implement to achieve full participation in PRISM.

N/A

Program Activities for FY 2020 - 2022: Describe any actions that will be taken to implement full participation in 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 progress in addition to quarterly SF-PPR reporting.

N/A

Part 2 Section 7 - Public Education and Outreach

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.

Trend Analysis for 2014 - 2018

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

Public Education and Outreach Activities	2014	2015	2016	2017	2018
Carrier Safety Talks	49	13	1	0	15
CMV Safety Belt Education and Outreach	52	13	1	0	0
State Trucking Association Meetings	1	0	1	0	0
State-Sponsored Outreach Events	0	1	0	0	0
Local Educational Safety Events	2	1	0	0	0
Teen Safety Events	0	1	0	0	0

Narrative Overview for FY 2020 - 2022

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

Describe the type of activities the State plans to conduct, including but not limited to passenger transportation, hazardous materials transportation, and share the road safety initiatives. Include the number of personnel that will be participating in this effort.

Personnel: All Enforcement & Compliance Personnel will be in one way or another involved in educational activities.

Activities:

a. Carrier Safety Talks:

- 1) June - November: Hazardous Material Transport Awareness (Hurricane Season).
- 2) Hazmat Safety: 15 throughout the year.

b. CMV Safety Belt Education and Outreach Coordinate with the Puerto Rico Traffic Safety Commission to include CMV Safety in their campaigns.

c. State Trucking Association Meetings:

- 1) At least four (4) meetings with representatives from Puerto Rico's main Trucking Associations.
- 2) January, April, August and November 2020.

d. State-Sponsored Outreach Events:

- 1) Educational campaigns, orientation visits and TPSB coordinated Task Forces.
- 2) March and June 2020 Cargo Transport Safety Task Force.
- 3) July: School Bus Safety Task Force. (In anticipation of the beginning of the school year.)
- 4) October 2020: Party Bus/Motor Coach Safety Task Force. (In anticipation of October Fest, Halloween and the Holiday Season.)

e. Social Media Outreach

- 1) CMV Safety Belt social media campaigns.
- 2) Highlight the importance of CMV Annual Inspections through social media campaigns.
- 3) Cargo Transport Safety Diagrams.
- 4) Adapt the diagrams and instructions found at:
<https://www.fmcsa.dot.gov/regulations/cargo-securement/drivers-handbook-cargo-securement-chapter-2-general-cargo-securement>

f. Educational Pamphlets:

1) Passenger Carriers: PR MCSAP has created a pamphlet addressed to Passenger Carrier Enforcement. It describes the PR MCSAP's mission, what to expect from an inspection, lists most common violations as well as a section reminding that 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 strikeforces are conducted and in the office whenever they visit the office looking for more information.

2) No Zone bumper sticker and information distributed in all activities and strikeforces conducted.

Projected Goals for FY 2020 - 2022

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 2020	FY 2021	FY 2022
<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.

At least one of each activity type listed above will be conducted during FY 2020 - 2022.

The information will be made available in the Intranet Agency Calendar, but until then activities will be notified when performed via email.

Information obtained will be included in the SF-PPR reports.

Part 3 - National Emphasis Areas and State Specific Objectives

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 the national emphasis areas/priorities outlined in the MCSAP CVSP Planning Memorandum and any State-specific objectives as necessary. Specific goals and activities must be projected for the three fiscal year period (FYs 2020 - 2022).

Part 3 Section 1 - Enforcement of Federal OOS Orders during Roadside Activities**Instructions:**

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

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 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 2 - Passenger Carrier Enforcement

Instructions:

FMCSA requests that States conduct enhanced investigations for motor carriers of passengers and other high risk carriers. Additionally, States are asked to allocate resources to participate in the enhanced investigations training being offered by FMCSA. Finally, 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.

Narrative Overview for FY 2020 - 2022

Problem Statement Narrative: Describe the problem as identified by performance data and include the baseline data.

Problems Identified: Passenger Carrier Crashes continue to occur as well as fatalities.

Baseline Data:

In FY 2018 One fatality and sixty percent of injuries occurred as a result of a Passenger Carrier Crashes .

1. Vehicle Maintenance account for fifty percent (50%) of the top ten violations observed.
2. Driver Violations account for the other fifty percent (50%).

PASSENGER CARRIER TOP 10 ROADSIDE VIOLATIONS				
2014	2015	2016	2017	2018
50 % Vehicle Maintenance Violations	60 % Vehicle Maintenance Violations	60 % Vehicle Maintenance Violations	80 % Vehicle Maintenance Violations	50% Vehicle Maintenance Violations
50% Other: Local Laws	40% Other: Local Laws	40% Other: Local Laws	50% Other: Local Laws	50% Driver Violations

Source: MCMIS Data Snapshot 07/26/2019

Capture Date: 08/01/2019

Projected Goals for FY 2020 - 2022: Enter the performance goal for the three year CVSP period for the State's passenger carrier enforcement initiative. Annual passenger carrier enforcement benchmarks for FY 2020, 2021 and 2022 must also be included.

1. Reduce Passenger Carrier Vehicle Maintenance Violations by 5% during each FY 2020 - 2022.
2. Reduce Passenger Carrier related Crashes to 0.00 per 100M VMT during FY 2020 - 2022.

Program Activities for FY 2020 - 2022: Provide additional information regarding how these activities will be implemented.

1. Increase Passenger Carrier Roadside Inspections performed during FY 2020 - 2022.
2. Perform at least one Passenger Carrier targeted Strike force activity per FY for a total of three from FY 2020 - 2022.

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. On a monthly basis, while preparing the following month's calendar the Director will evaluate previous months crashes, and vehicle violations to include activities concentrating on Passenger Carrier inspections.
2. On a quarterly basis the Director, the Public Education Office will evaluate the previous quarter of performance to schedule educational activities concentrating on a specific carrier, municipality etc..
3. On a quarterly basis the Director and the Traffic Enforcement Coordinator will evaluate Passenger Carrier's performance and will coordinate strike force activities as needed.

Part 3 Section 3 - State Specific Objectives – Past

Instructions:

Describe any State-specific CMV problems that were addressed with FY2019 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 2019 CVSP.

Progress Report on State Specific Objectives(s) from the FY 2019 CVSP

Please enter information to describe the year-to-date progress on any State-specific objective(s) identified in the State's FY 2019 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).

Lower the number of Shipping Paper and Placarding Violations and OOS rates by 2% from FY 2015 rates.

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

2018 FY (YTD): Violations have increased from those of FY 2015 1. Shipping Paper Violations: 20 violations 2. OOS Pct: 35% 3. Placard Violations: 139 4. OOS Pct: 30%

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. The PR MCSAP program enforcement activities have increased as a result.

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 20% within twelve months. Our ultimate goal will be to lower violations to 0

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

2019 YTD Medical Certificate Violations 35% of Total Violations - OOS Pct 11%

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

Problems encountered: Although there was an improvement on the Medical Certificate Violations overall the OOS average percent has increased compared to FY 2018 rates.

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

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

1. Additional Personnel in the Legal Division has been contracted to help develop and establish the program. 2. Legal Personnel is currently working in development and the adoption of regulations that will serve as the basis for the program. 3. Legal Personnel in conjunction with the PR MCSAP Director are developing procedures to be used in the program.

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

Although some of the regulations have been drafted for adoption, the program has suffered loss of key personnel to work on the draft.

Part 3 Section 4 - State Specific Objectives – Future

Instructions:

The State may include additional objectives from the national priorities or emphasis areas identified in the MCSAP CVSP Planning Memorandum 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 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 2020 - 2022. 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 2020 - 2022

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

Problems identified: 1. HM roadside inspections with Shipping Paper and Placard Violations and OOS Pcts have increased during the past two years. 2. Placard and Shipping Paper Violations continue among the top five (5) Hazmat Violations in FY 2019. 3. LPG Cylinder Violations still occur. Baseline Data: 2014 Shipping Paper 4 % of Total Violations - OOS Pct 60% Placard 16% of Total Violations - OOS Pct 27% 2015 Shipping Paper 7% of Total Violations - OOS Pct 74% Placard 16% of Total Violations - OOS Pct 29% 2016 Shipping Paper 7% of Total Violations - OOS Pct 67% Placard 15% of Total Violations - OOS Pct 20% 2017 Shipping Paper 7% of Total Violations - OOS Pct 72% Placard 16% of Total Violations - OOS Pct 20% 2018 Shipping Paper 7% of Total Violations - OOS Pct 75% Placard 23% of Total Violations - OOS Pct 29% 2019 Shipping Paper 6% of Total Violations - OOS Pct 74% Placard 32% of Total Violations - OOS Pct 14% Data Source: FMCSA Motor Carrier Management Information System (MCMIS) data snapshot as of 06/29/2018. Capture Date: 07/25/2018 (only top ten violations considered)

Projected Goals for FY 2020 - 2022:

Enter performance goal.

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

Program Activities for FY 2020 - 2022: Describe the activities that will be implemented including level of effort.

1. Roadside Inspections and Strike force activities will be conducted emphasizing HM Transportation. Shipping Paper and Placard violations will be fined or placed OOS to promote compliance. 2. Coordination with FMCSA, PHMSA and PR TPSB LPG office 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 data will be evaluated monthly by the Director who will use it to coordinate as needed activities for the following month. 2. Plan and coordinate at least one meeting with FMCSA, PHMSA, PR TPSB Director, the Traffic Enforcement Coordinator and the Public Educational Office 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 2020 - 2022**Problem Statement Narrative: Describe problem identified by performance data including baseline data.**

Medical Certificate violation issues for Large Trucks, Hazardous Material and Passenger Carrier Drivers lead the top ten (10) Driver Violations during Roadside Inspections in FY 2018. Baseline Data: 2014 Medical Certificate Violations 69 % of Total Violations - OOS Pct 15% 2015 Medical Certificate Violations 58 % of Total Violations - OOS Pct 18% 2016 Medical Certificate Violations 52 % of Total Violations - OOS Pct 12% 2017 Medical Certificate Violations 57 % of Total Violations - OOS Pct 13% 2018 Medical Certificate Violations 56 % of Total Violations - OOS Pct 7% 2019 YTD Medical Certificate Violations 35 % of Total Violations - OOS Pct 13% Data Source: FMCSA Motor Carrier Management Information System (MCMIS) data snapshot as of 07/26/2019. Capture Date: 08/07/2019.

Projected Goals for FY 2020 - 2022:**Enter performance goal.**

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

Program Activities for FY 2020 - 2022: 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 violations issued in this area on a quarterly basis to reallocate resources to increase inspection and / or traffic enforcement activities. 2. The Director will forward this information to the PR TPSB Public Education Coordinator to ensure Medical Certificate requirements are covered in educational activities. 3. The PR TPSB Education Coordinator will ensure Medical Certificate forms are available at all events held by the PR TPSB Educational Department.

State Objective #3**Enter the title of your State-Identified Objective.**

Safety Assessment and Enforcement Program (SAEP)

Narrative Overview for FY 2020 - 2022**Problem Statement Narrative: Describe problem identified by performance data including baseline data.**

PR MCSAP is currently in the beginning stages of creating an investigation program applicable to the Territory. PR MCSAP believes that there is a greater chance of preventing Out of Service Violations and Crashes if caught early enough.

Projected Goals for FY 2020 - 2022:**Enter performance goal.**

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

Program Activities for FY 2020 - 2022: Describe the activities that will be implemented including level of effort.

1. Develop SAEP policies and procedures. (Currently) 2. Coordinate with FMCSA PR Division and submit document for comments within FMCSA. 3. Select two (2) officers to become Safety Investigators from the available pool of candidates. 4. Coordinate training for selected candidates. 5. Perform Safety Assessments to certify selected candidates.

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. Develop SAEP policies and procedures within this grant period of performance. (Ongoing) 2. FMCSA PR Division submit comments/approval. 3. Selection of Safety Investigators. 4. Training and selection of Safety Investigators within once the SAEP Policies and procedures are adopted.

State Objective #4

Enter the title of your State-Identified Objective.

Construction Work Zones

Narrative Overview for FY 2020 - 2022

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

FARS data does not reveal alarming rates of Fatal Crashes in Construction Work Zones in Puerto Rico. However, in 2017 Puerto Rico suffered the impact of two (2) hurricanes within a two (2) week period. The second one, Hurricane Maria, caused serious damage to the island's infrastructure. As a result, CMV use increased to provide assistance with recovery and reconstruction efforts. Reconstruction efforts which are still ongoing lead to increase in work zones also located in rural areas. Problems identified: 1. Increase in Work Zones throughout the island may increase CMV Crashes in work zones and congested areas. Baseline Data: Crash Work Zone statistics for Large Trucks and Buses Fatal Crash Events 2014 Fatal Crash Events: 1 2015 Fatal Crash Events: 0 2016 Fatal Crash Events: 0 2017 Fatal Crash Events: 0 2018 Fatal Crash Events: N/A 2019 Fatal Crash Events: N/A Data Source: FMCSA Motor Carrier Management Information System (MCMIS) as of 07/26/2019. (FARS Snapshot 2014 - 2016)

Projected Goals for FY 2020 - 2022:

Enter performance goal.

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

Program Activities for FY 2020 - 2022: Describe the activities that will be implemented including level of effort.

1. Perform Roadside Inspections and traffic enforcement activities around Construction Work Zones and Congested Areas. 2. Perform one activity within the CMV community to educate about Construction Work Zone Safety. 3. Partner with the FMCSA, the Puerto Rico Traffic Safety Commission and the PR PD to perform one activity within the CMV and Non CMV community to educate about Construction Work Zone Safety.

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 violations issued in this area on a quarterly basis to reallocate resources to increase inspection and / or traffic enforcement activities. 2. Plan and coordinate at least one meeting with FMCSA, PR TSC, the PR PD, the Traffic Enforcement Coordinator and the Public Educational Office coordinate an educational activity within the communities.

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 explain 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 2020 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. Federal share is 85 percent of the total project costs for this FMCSA grant program.
- **State Share** means the portion of the total project costs paid by State funds. State share is 15 percent of the total project costs for this FMCSA grant program. A State is only required to contribute up to 15 percent of the total project costs of all budget categories combined as State share. A State is NOT required to include a 15 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 an 85 percent Federal share and 15 percent State share automatically and populates these values in each line. Federal share is the product of Total Project Costs x .85. State share equals Total Project Costs minus Federal share. If Total Project Costs are updated based upon user edits to the input values, the 85 and 15 percent 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 insure 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 the FMCSA limit.
- Planned MOE Costs equal or exceed FMCSA limit.
- States' proposed Federal and State share totals are each within \$5 of FMCSA's Federal and State share estimated amounts.
- Territories' proposed Total Project Costs are within \$5 of \$350,000.

ESTIMATED Fiscal Year Funding Amounts for MCSAP			
	85% Federal Share	15% State Share	Total Estimated Funding
Total	\$1,180,741.00	\$208,365.00	\$1,389,106.00

Summary of MCSAP Funding Limitations	
Allowable amount for Overtime without written justification (15% of MCSAP Award Amount):	\$208,365.00
MOE Baseline:	\$134,329.05

Part 4 Section 2 - Personnel

Personnel costs are salaries for employees working directly on a project.

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.

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 written justification (15% of MCSAP Award Amount):	\$208,365.00
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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
Director	1	100.0000	\$56,568.00	\$56,568.00	\$48,082.80	\$8,485.20	\$0.00
Official Inspector II	1	100.0000	\$39,156.00	\$39,156.00	\$33,282.60	\$5,873.40	\$0.00
Official Inspector I	1	100.0000	\$49,020.00	\$49,020.00	\$41,667.00	\$7,353.00	\$0.00
Inspector IV	1	100.0000	\$36,672.00	\$36,672.00	\$31,171.20	\$5,500.80	\$0.00
Inspector IV	1	100.0000	\$27,828.00	\$27,828.00	\$23,653.80	\$4,174.20	\$0.00
Inspector IV	1	100.0000	\$22,200.00	\$22,200.00	\$18,870.00	\$3,330.00	\$0.00
Inspector III	1	100.0000	\$39,552.00	\$39,552.00	\$33,619.20	\$5,932.80	\$0.00
Inspector III	1	100.0000	\$30,984.00	\$30,984.00	\$26,336.40	\$4,647.60	\$0.00
Inspector III	1	100.0000	\$36,192.00	\$36,192.00	\$30,763.20	\$5,428.80	\$0.00
Inspector III	1	100.0000	\$30,312.00	\$30,312.00	\$25,765.20	\$4,546.80	\$0.00
Inspector III	8	100.0000	\$22,620.00	\$180,960.00	\$153,816.00	\$27,144.00	\$0.00
Inspector II	1	100.0000	\$28,224.00	\$28,224.00	\$23,990.40	\$4,233.60	\$0.00
Inspector I	4	100.0000	\$16,092.00	\$64,368.00	\$54,712.80	\$9,655.20	\$0.00
Administrative Staff (Secretary, Administrative Assistant)	2	100.0000	\$16,092.00	\$32,184.00	\$27,356.40	\$4,827.60	\$0.00
Purchaser	1	100.0000	\$28,500.00	\$28,500.00	\$24,225.00	\$4,275.00	\$0.00
Database Administrator	1	15.0000	\$43,680.00	\$6,552.00	\$5,569.20	\$982.80	\$0.00
Accountant	1	10.0000	\$35,988.00	\$3,598.80	\$3,058.98	\$539.82	\$0.00
Payroll Specialist	1	15.0000	\$25,680.00	\$3,852.00	\$3,274.20	\$577.80	\$0.00
Traffic Enforcement Coordinator	1	15.0000	\$42,000.00	\$6,300.00	\$5,355.00	\$945.00	\$0.00
Subtotal: Salary				\$723,022.80	\$614,569.38	\$108,453.42	\$0.00
Overtime Project Costs							
Administrative Staff	2	100.0000	\$2,000.00	\$4,000.00	\$3,400.00	\$600.00	\$0.00
Subtotal: Overtime				\$4,000.00	\$3,400.00	\$600.00	\$0.00
TOTAL: Personnel				\$727,022.80	\$617,969.38	\$109,053.42	\$0.00
Accounting Method:	Cash						

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

1. PR TPSB employees are Full-Time employees.

2. **Full-Time:**

- Seven fifty (7.50) hours per day
- Five days (5) per week
- Thirty seven fifty (37.50) hours per week
- Nineteen hundred fifty hours per year
- Two hundred sixty work days

4. **10% of the Accountant time is dedicated to MCSAP related activities.**

5. **15% of the Database Administrator, Traffic Enforcement Coordinator and Payroll Specialist time is dedicated to MCSAP related activities,** thus paid accordingly.

6. There are four (4) employees, that are **contract employees** therefore their salaries are **not included in this section.**

7. **Overtime has been included for Personnel. Rate is 1^{1/2} times rate per hour.** The work performed will be outside of regular office hours including the Weekends and Holidays. Activities to be conducted are aimed at improving safety and reducing accidents in PR. Administrative personnel may perform activities in support of strike forces, and outreach activity programs.

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 approved by the applicant's Federal cognizant agency for indirect costs. If using an approved rate, a copy of the indirect cost rate agreement must be provided 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 benefits, rate approved by HHS Statewide Cost Allocation or cognizant agency). Include a description of the specific benefits that are charged to a project and the benefit percentage or total benefit cost.

The cost of fringe benefits are allowable if:

- *Costs are provided under established written policies.*
- *Costs are equitably allocated to all related activities, including Federal awards.*
- *Accounting basis (cash or accrual) selected for each type of leave is consistently followed by the non-Federal entity or specified grouping of employees.*

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 each of these standard employer taxes, under Position you may list "All Positions," the benefits would be the respective standard employer taxes, followed by the respective rate with a base being the total salaries for Personnel in Part 4.2.*
- *The base multiplied by the respective rate would give the total for each standard employer tax. Workers' Compensation is rated by risk area. It is permissible to enter this as an average, usually between sworn and unsworn—any grouping that is reasonable and clearly explained in the narrative is allowable.*
- *Health Insurance and Pensions can vary greatly and can be averaged; and like Workers' Compensation, can sometimes be broken into sworn and unsworn.*

In the Position column include a brief position description that is associated with the fringe benefits.

*The **Fringe Benefit Rate** is:*

- *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.*
- *For example, your agency pays 7.65 percent for FICA, 42.05 percent for health/life/dental insurance, and 15.1 percent for retirement. The aggregate rate of 64.8 percent (sum of the three rates) may be applied to the salaries/wages of personnel listed in the table.*

*The **Base Amount** is:*

- *The salary/wage costs within the proposed budget to which the fringe benefit rate will be applied.*
- *For example, if the total wages for all grant-funded staff is \$150,000 and the percentage of time on the grant is 50 percent, then that is the amount the fringe rate of 64.8 (from the example above) will be applied. The calculation is: $\$150,000 \times 64.8 \times 50\% / 100 = \$48,600$ Total Project Costs.*

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

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
Director	100.0000	100.0000	\$8,768.57	\$8,768.57	\$7,453.28	\$1,315.29	\$0.00
Official Inspector II	100.0000	100.0000	\$6,792.31	\$6,792.31	\$5,773.46	\$1,018.85	\$0.00
Official Inspector I	100.0000	100.0000	\$7,843.79	\$7,843.79	\$6,667.22	\$1,176.57	\$0.00
Inspector IV	100.0000	100.0000	\$6,510.38	\$6,510.38	\$5,533.82	\$976.56	\$0.00
Inspector IV	100.0000	100.0000	\$5,506.58	\$5,506.58	\$4,680.59	\$825.99	\$0.00
Inspector IV	100.0000	100.0000	\$4,867.80	\$4,867.80	\$4,137.63	\$730.17	\$0.00
Inspector III	100.0000	100.0000	\$6,837.25	\$6,837.25	\$5,811.66	\$1,025.59	\$0.00
Inspector III	100.0000	100.0000	\$5,864.78	\$5,864.78	\$4,985.07	\$879.71	\$0.00
Inspector III	100.0000	100.0000	\$6,455.89	\$6,455.89	\$5,487.51	\$968.38	\$0.00
Inspector III	100.0000	100.0000	\$5,788.51	\$5,788.51	\$4,920.23	\$868.28	\$0.00
Inspector III	100.0000	100.0000	\$39,323.76	\$39,323.76	\$33,425.20	\$5,898.56	\$0.00
Inspector II	100.0000	100.0000	\$5,551.52	\$5,551.52	\$4,718.79	\$832.73	\$0.00
Inspector I	100.0000	100.0000	\$16,698.16	\$16,698.16	\$14,193.44	\$2,504.72	\$0.00
Administrative Staff (Secretary, Administrative Assistant)	100.0000	100.0000	\$8,349.08	\$8,349.08	\$7,096.72	\$1,252.36	\$0.00
Purchaser	100.0000	100.0000	\$3,902.85	\$3,902.85	\$3,317.42	\$585.43	\$0.00
Database Administrator	100.0000	15.0000	\$20,611.67	\$3,091.75	\$2,627.99	\$463.76	\$0.00
Accountant	100.0000	10.0000	\$27,565.60	\$2,756.56	\$2,343.08	\$413.48	\$0.00
Payroll Specialist	100.0000	15.0000	\$18,568.67	\$2,785.30	\$2,367.50	\$417.80	\$0.00
Traffic Enforcement Coordinator	100.0000	15.0000	\$20,421.00	\$3,063.15	\$2,603.68	\$459.47	\$0.00
Overtime Administrative Staff	11.3500	100.0000	\$4,000.00	\$454.00	\$385.90	\$68.10	\$0.00
TOTAL: Fringe Benefits				\$151,211.99	\$128,530.19	\$22,681.80	\$0.00

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

PR MCSAP makes the following deductions as per Federal and State Laws: (*An official English copy of Act 26 of 2017 has been attached to the document section of the grant proposal)

1. **Health Plan: (Health)** 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 fifteen (15%) or ten (10%) percent of the time to MCSAP activities the corresponding amount is charged to MCSAP.
2. **Social Security / Medicare: (SS)** As per State and Federal laws contributions are made to Social Security and Medicare of seven point sixty five percent (7.65%). For employees who dedicate fifteen percent (15%) of the time to MCSAP activities the corresponding amount is charged to MCSAP.
3. **Worker's Comp.: (OWCP)** As per State and Federal Laws a standard contribution of three point seventy percent (3.70%) is made (i.e. disability). For employees who dedicate fifteen percent (15%) of the time to MCSAP activities the corresponding amount is charged to MCSAP.
4. **Christmas Bonus: (Bonus)** Newly enacted laws have reduce the bonus to a standard of six hundred dollars for all employees. For employees who dedicate fifteen percent (15%) of the time to MCSAP activities the corresponding amount is charged to MCSAP. SS and OWCP deductions/contributions apply.
5. **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 the Executive Director, administrative or office personnel.
6. **Annual Leave:** As per Section 2.04 of Act 26 of 2017 (page 47) all employees accrue 1.25 days monthly, for a total 15 days per year.
7. **Sick Leave:** As per Section 2.04 of Act 26 of 2017 (page 50) , employees working prior to April 2017 accrue 1.50 days per month, i.e. 18 days per year. If employee started work on or after April 2017, they will accrue 1 day per month for a total of 12 sick days per year. Therefore, all but 6 employees will fall on the latter category and accrue 1 day per month for sick leave.
8. **Holidays:** As per Section 2.05 of Act 26 of 2017 (page 63) holidays were reduce to a total of 15 days a year.
9. **Overtime:** Fringe Benefits Rate for Overtime calculated at 11.35% to include Social Security/Medicare and Workers Comp.

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, lodging, meals, transportation, registration, 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 §200.474](#).

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 related travel	23	158	100.0000	\$43,608.00	\$37,066.80	\$6,541.20	\$0.00
Conference Travel (4): MCSAP Meeting, CVSA Conference, COHMED Conference, CVSA Workshop	2	22	100.0000	\$15,780.00	\$13,413.00	\$2,367.00	\$0.00
Training Travel: CMV Post Crash, MCSAP related training	5	19	100.0000	\$11,010.00	\$9,358.50	\$1,651.50	\$12,490.00
TOTAL: Travel				\$70,398.00	\$59,838.30	\$10,559.70	\$12,490.00

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

TRAVEL BUDGET: \$82,888.00

- A. Federal (85%): \$59,838.30
 B. State (15%): \$10,559.70
 C. **MOE: \$12,490.00**

- Travel Budget is estimated. All travel for professional meetings and conferences occur in the continental U. S. which we are not able to reach via vehicle. Expenses must include airfare and hotel accommodations which will vary depending the date and location.
- Accommodations will be shared whenever possible.
- Established government per diem rate is \$70.00 daily per person

I. Routine MCSAP related travel:

\$43,608.00

Twenty two (22) inspectors and the Director (1) performing 100% MCSAP enforcement and compliance work entitled to per diem benefits. All employees are Full time employees therefore the workweek should be considered as 37.50 hours, i.e. 260 work days.

7.5 hours a day x 5 days a week = 37.50 hours per week; 37.50 hours a week x 52 weeks a year= 1,950 hours per year. Subtracting the average days they remain at the office, they will spend approximately an average of 158 days performing enforcement and compliance work. 158 days x 23 employees x \$12.00 (who work the shift from 6:00 a.m. until 14:30).

Per diem rates: *Per diem rates have been attached

- \$4.00 for breakfast
- \$8.00 for lunch
- \$9.00 for dinner

II. Conferences: \$15,780.00

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	\$200.00	0	\$200.00
TOTAL				\$3,360.00

(Incidentals: Covers Transportation to and from Airport, gas, parking, internet use (if it is not included) on as needed basis.)

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	\$200.00	0	\$200.00
TOTAL				\$4,140.00

(Incidentals: Covers Transportation to and from Airport, gas, parking, internet use (if it is not included) on as needed basis.)

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	\$200.00	0	\$200.00
TOTAL				\$4,140.00

(Incidentals: Covers Transportation to and from Airport, gas, parking, internet use (if it is not included) on as needed basis.)

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	\$200.00	0	\$200.00
TOTAL				\$4,140.00

(Incidentals: Covers Transportation to and from Airport, gas, parking, internet use (if it is not included) on as needed basis.)

III. Training: **\$23,500.00**

CMV Post Crash				
Expense	Personnel	Amount	Days	Total
Airfare	5 Attendees	\$800.00	0	\$4,000.00
Per Diem	5 Attendees	\$350.00	14	\$4,900.00
Accommodations	5 Attendees	\$750.00	14	\$10,500.00
Registration	5 Attendees	\$0.00	0	\$0.00
Incidentals	5 Attendees	\$350.00	0	\$350.00
TOTAL				\$19,750.00

(Incidentals: Covers Transportation to and from Airport, gas, parking, internet use (if it is not included) on as needed basis. Additional attendees have been included in the training course, which requires additional accommodations, airfare, per diem and incidentals.)

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	\$250.00	5	\$1,250.00
Registration	2 Attendees	\$0.00	0	\$0.00
Incidentals	2 Attendees	\$200.00	0	\$200.00
TOTAL				\$3,750.00

(Incidentals: Covers Transportation to and from Airport, gas, parking, internet use (if it is not included) on as needed basis.)

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 threshold amount. See [§200.12](#) Capital assets, [§200.20](#) Computing devices, [§200.48](#) General purpose equipment, [§200.58](#) Information technology systems, [§200.89](#) Special purpose equipment, and [§200.94](#) Supplies.

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 the quantity, the full cost of each item, and the percentage of time this item will be dedicated to MCSAP grant.

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
Other Inspection Vehicle Equipment (Lights, Sirens, Docking Stations...)	2	\$5,500.00	100	\$11,000.00	\$9,350.00	\$1,650.00	\$0.00
Vehicles	2	\$32,500.00	100	\$65,000.00	\$55,250.00	\$9,750.00	\$0.00
Estimated MOE Other Inspection Vehicle Equipment (Lights, Sirens, Docking Stations...)	1	\$5,000.00	0	\$0.00	\$0.00	\$0.00	\$5,000.00
TOTAL: Equipment				\$76,000.00	\$64,600.00	\$11,400.00	\$5,000.00
Equipment threshold is greater than \$5,000.							

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

1. Related Vehicle Equipment: Lights, Sirens, Docking Stations for newer units and replacement for discolored/faded light, broken sirens or docking stations. For vehicle described below performing 100% MCSAP activities. Approximately \$5,500.00 per vehicle. Any costs over grant amount will be borne by the MOE (\$5,000.00 estimated).
2. Vehicles: Two (2) SUVs to start replacing other vehicles which are constantly out for repairs. \$32,500.00 each

Part 4 Section 6 - Supplies

Supplies means all tangible property other than that described in [§200.33](#) Equipment. 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. See also [§200.20](#) Computing devices and [§200.33](#) Equipment.

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
Printers	5 Unit	\$421.00	100.0000	\$2,105.00	\$1,789.25	\$315.75	\$0.00
Estimated MOE Printers	5 Unit	\$421.00	0.0000	\$0.00	\$0.00	\$0.00	\$2,105.00
Other (Inspection Tools, Books...)	1 Unit	\$3,000.00	100.0000	\$3,000.00	\$2,550.00	\$450.00	\$0.00
Estimated MOE Other (Inspection Tools, Books...)	7 Unit	\$1,000.00	0.0000	\$0.00	\$0.00	\$0.00	\$7,000.00
Police Equipment (Bullets, firearms, bulletproof vests, batons...)	1 Unit	\$3,128.00	100.0000	\$3,128.00	\$2,658.80	\$469.20	\$0.00
Estimated MOE Office Supplies	200 Boxes	\$8,000.00	0.0000	\$0.00	\$0.00	\$0.00	\$8,000.00
Uniforms and Other Related Supplies	18 Box	\$250.00	100.0000	\$4,500.00	\$3,825.00	\$675.00	\$0.00
Estimated MOE Uniforms and Other Related Supplies	48 Box	\$250.00	0.0000	\$0.00	\$0.00	\$0.00	\$2,000.00
Computers	1 Unit	\$2,760.00	100.0000	\$2,760.00	\$2,346.00	\$414.00	\$0.00
Office Supplies	1 unit	\$4,466.07	100.0000	\$4,466.07	\$4,466.07	\$0.00	\$0.00
Office Supplies	1 unit	\$421.25	100.0000	\$421.25	\$0.00	\$421.25	\$0.00
TOTAL: Supplies				\$20,380.32	\$17,635.12	\$2,745.20	\$19,105.00

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

- General Office Supplies (copy paper, pens, pencils, etc...):** for an office of twenty- six (26) MCSAP employees dedicated to 100% MCSAP activities. Any costs over grant amount will be borne by MOE.
- Uniforms and Other related supplies:** for an office of twenty-six (26) 100% dedicated PR MCSAP employees. Replacement uniforms. Any costs over grant amount will be borne by MOE.
- Computers:** \$2,760.00 per unit . Costs over identified amount will be borne by MOE.
- Printers:** \$421.000 per unit \$2,105.00 for five (5) to replace broken ones and have spare ones. Any costs over grant amount will be borne by MOE.
- Other Inspection Tools:** Acquisition of regulatory books, guides for new inspection personnel and as applicable

updated regulations for existing personnel. Any costs over grant amount will be borne by MOE.

6. **Police Equipment:** Firearms, Bullet Proof vests, batons, handcuffs, bullets(qualification and everyday use). Protection equipment for new inspectors who are law enforcement officials. 2 Bullet Proof Vests, 35 Boxes of Bullets for Work and 35 Boxes of Bullets for Practice.[Estimated Cost- Baton: \$89.00 each, Baton Holder: \$41.00 each; Handcuffs: \$59.00 each, Handcuff Holder: \$14.90 each; Firearms: \$640.00 each, Bullets: \$18.00 per box/ \$16.00 per box (work/practice-qualification), Bulletproof Vest: \$969.00 each]

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 §200.22](#)). All contracts issued under a Federal award must comply with the standards described in [2 CFR §200 Procurement Standards](#).

Note: Contracts are separate and distinct from subawards; see [2 CFR §200.330](#) 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 §200.92](#) and [2 CFR §200.330](#)).

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 §200.93](#)).

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.

Enter the DUNS or EIN number of each entity. There is a drop-down option to choose either DUNS or EIN, and then the State must enter the corresponding identification number.

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	DUNS/EIN Number	Instrument Type	% of Time on MCSAP Grant	Total Project Costs (Federal + State)	Federal Share	State Share	MOE
Legal Technician	DUNS 81250858	Contract	100.0000	\$30,000.00	\$30,000.00	\$0.00	\$0.00
Description of Services: CVSP grant proposal application. Quarterly and Annual Performance Reports.							
Single Audit	DUNS 0	Contract	100.0000	\$15,000.00	\$15,000.00	\$0.00	\$0.00
Description of Services: Annual Audit to comply with Federal Standards.							
IT	DUNS 117087682	Contract	100.0000	\$30,000.00	\$30,000.00	\$0.00	\$0.00
Description of Services: ASPEN/Safetynet Support							
AJP LLC (Advertisement)	DUNS 0	Contract	0.0000	\$0.00	\$0.00	\$0.00	\$20,000.00
Description of Services: Advertisement							
Legal Staff (Attorney and Law Clerk)	DUNS 0	Contract	100.0000	\$45,000.00	\$45,000.00	\$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							
Accounting Firm	DUNS 0	Contract	100.0000	\$12,500.00	\$12,500.00	\$0.00	\$0.00
Description of Services: Drafts document used to negotiate Indirect Costs.							
TOTAL: Contractual and Subaward				\$132,500.00	\$132,500.00	\$0.00	\$20,000.00

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

- Legal Technician:** consultant who will be assisting the MCSAP Director with CVSP grant application and corresponding performance reports. Services will not exceed one hundred and six (106) hours per month, twenty five dollars (\$25.00) per hour for twelve (12) months.
- Single Audit:** performed to comply with regulations set for entities that receive Federal Funding. Currently the PR PSC is only receiving federal funding from FMCSA. PR PSC is receiving two (2) awards, the MCSAP Grant and the High Priority Grant.
- IT:** consultant that provides support services with ASPEN and Safetynet. Uploads inspection and crash reports into Safetynet / A&I. Additional financial duties related to vouchering / claiming reimbursements. Services will not exceed one hundred (100) hours per month, twenty five dollars (\$25.00) per hour for twelve (12) months.
- AJP LLC:** consultant that performs duties related with educational campaigns. Costs covered by MOE.
- Legal Staff:** Perform updates to current regulations in light of recent government oversight policies. Establish Safety Audits, Compliance Reviews programs in Puerto Rico. Official appointed by the agency to conduct investigations and administrative hearing regarding violations to the CMV's regulations. Acts as representative for the office in administrative and court proceedings, as required.
 - **Attorney (1):** \$50.00 per hour 100% dedicated to MCSAP activities.
 - **Law Clerk (1):** \$15.00 per hour 100% dedicated to MCSAP activities.
- Accounting Firm:** Accountants who draft the document used by the PR TPSB to negotiate the Indirect costs.

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 may include utilities and/or leased equipment, 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 §200.56](#)) is captured in this section. This cost is allowable only when an approved indirect cost rate agreement has been provided. 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 ([2 CFR §200.68](#)).

- **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)	22.03	\$408,955.47	\$90,092.89	\$76,578.96	\$13,513.93
TOTAL: Indirect Costs			\$90,092.89	\$76,578.96	\$13,513.93

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
Training Costs (tuition, books)	1 training cost	\$1,000.00	100.0000	\$1,000.00	\$850.00	\$150.00	\$0.00
CVSA Decals	2000 units	\$1.00	100.0000	\$2,000.00	\$1,700.00	\$300.00	\$0.00
Conference Costs (Registration Fees)	1 registration fees	\$12,500.00	60.0000	\$7,500.00	\$6,375.00	\$1,125.00	\$5,000.00
Fuel Costs	1 liters	\$30,000.00	100.0000	\$30,000.00	\$25,500.00	\$4,500.00	\$0.00
Maintenance of Vehicles (not under contract)	5 vehicle	\$3,800.00	100.0000	\$19,000.00	\$2,006.26	\$16,993.74	\$0.00
Fleet Cost (mileage, repairs)	1 0	\$5,000.00	100.0000	\$5,000.00	\$4,250.00	\$750.00	\$0.00
Marking	1 vehicle	\$16,000.00	50.0000	\$8,000.00	\$6,800.00	\$1,200.00	\$8,000.00
Communications (Internet Service, Radio)	1 year	\$8,000.00	100.0000	\$8,000.00	\$6,800.00	\$1,200.00	\$0.00
Tolls	1 annual	\$2,500.00	100.0000	\$2,500.00	\$2,125.00	\$375.00	\$0.00
Office Rent	1 unit	\$34,000.00	100.0000	\$34,000.00	\$22,857.79	\$11,142.21	\$0.00
Printer Rent	12 months	\$375.00	100.0000	\$4,500.00	\$3,825.00	\$675.00	\$0.00
Estimated MOE Training Costs	1 unit	\$3,500.00	0.0000	\$0.00	\$0.00	\$0.00	\$3,500.00
Estimated MOE CVSA Decals	1000 Decals	\$1.00	0.0000	\$0.00	\$0.00	\$0.00	\$1,000.00
Estimated MOE Fuel Costs	1 Fuel	\$14,295.00	0.0000	\$0.00	\$0.00	\$0.00	\$14,295.00
Estimated MOE Maintenance of Vehicles not under Contract	1 vehicles	\$21,345.23	0.0000	\$0.00	\$0.00	\$0.00	\$19,355.23
Estimated MOE Fleet Cost (Mileage/Repairs)	1 vehicles	\$6,183.82	0.0000	\$0.00	\$0.00	\$0.00	\$6,183.82
Estimated MOE Printer Rent	1 Unit	\$5,400.00	0.0000	\$0.00	\$0.00	\$0.00	\$5,400.00
Estimated MOE Toll	1 Unit	\$5,000.00	0.0000	\$0.00	\$0.00	\$0.00	\$5,000.00

Estimated MOE Communications (Internet Service...)	1 unit	\$14,000.00	0.0000	\$0.00	\$0.00	\$0.00	\$10,000.00
TOTAL: Other Costs				\$121,500.00	\$83,089.05	\$38,410.95	\$77,734.05

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

- Indirect Costs at the time of this amendment varied to 22.03%. In order to adjust costs to Estimated Fiscal Year Funding Amounts for PR MCSAP, Indirect costs were reduced.
- 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 for new officers and Continuing Education for existing officers.**
 - Costs over amount on grant will be borne by the MOE.
- 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. Costs over amount on grant will be borne by the MOE.
- Conference Costs (CVSA Dues): \$7,500.00 membership dues and additional conference costs. Additional Conference Costs over amount on grant will be borne by the MOE.
 - PR MCSAP is a CVSA Member and participates actively in its Committees including conferences and meetings.
 - The Director accompanied by one (1) inspector are certified to perform Level VI inspections and have to be re certified annually.
- Fuel Costs: For 100% dedicated 11 MCSAP vehicles. \$2,557.38 approximately per month, costs may vary depending on the price of fuel. Costs over amount on grant will be borne by the MOE.
- Maintenance of Vehicles not under Contract: One (1) Commercial Motor Vehicle dedicated 100% to MCSAP activities. Costs over amount on grant will be borne by the MOE.
- Fleet Cost (Mileage/Repairs): \$3,066.43 per year. Costs borne by the MOE: Approximately \$6,183.82.
- Marking: For new vehicles and maintenance of the current ones dedicated to 100% MCSAP activities. Costs over amount on grant will be borne by the MOE.
- Office Rent: Will pay costs that ascend approximately \$34,000.00. Main and three (3) regional office space rental dedicated to 100% MCSAP activities. Costs over amount on grant will be borne by the MOE.
- Printer Rent: Printer located at Main and Regional Offices dedicated to 100% MCSAP activities. Costs over amount on grant will be borne by the MOE.
- Tolls: For eleven (11) vehicles dedicated 100% MCSAP activities. To drive to and from inspection areas, crash sites including those in identified high crash corridors around the island. Additional costs to consider is the steady annual increase of tolls and the number of times necessary to use them to perform their duties. Costs over amount on grant will be borne by the MOE.
- Communications (Internet, Radio): Radio communications with officers and Director. Approximately \$8,000.00. Monthly 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. Any costs over \$8,000.00 will be borne by MOE.

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			
	85% Federal Share	15% State Share	Total Estimated Funding
Total	\$1,180,741.00	\$208,365.00	\$1,389,106.00

Summary of MCSAP Funding Limitations	
Allowable amount for Overtime without written justification (15% of Basic Award Amount):	\$208,365.00
MOE Baseline:	\$134,329.05

Estimated Expenditures				
Personnel				
	Federal Share	State Share	Total Project Costs (Federal + Share)	MOE
Director	\$48,082.80	\$8,485.20	\$56,568.00	\$0.00
Official Inspector II	\$33,282.60	\$5,873.40	\$39,156.00	\$0.00
Official Inspector I	\$41,667.00	\$7,353.00	\$49,020.00	\$0.00
Inspector IV	\$31,171.20	\$5,500.80	\$36,672.00	\$0.00
Inspector IV	\$23,653.80	\$4,174.20	\$27,828.00	\$0.00
Inspector IV	\$18,870.00	\$3,330.00	\$22,200.00	\$0.00
Inspector III	\$33,619.20	\$5,932.80	\$39,552.00	\$0.00
Inspector III	\$26,336.40	\$4,647.60	\$30,984.00	\$0.00
Inspector III	\$30,763.20	\$5,428.80	\$36,192.00	\$0.00
Inspector III	\$25,765.20	\$4,546.80	\$30,312.00	\$0.00
Inspector III	\$153,816.00	\$27,144.00	\$180,960.00	\$0.00
Inspector II	\$23,990.40	\$4,233.60	\$28,224.00	\$0.00
Inspector I	\$54,712.80	\$9,655.20	\$64,368.00	\$0.00
Administrative Staff (Secretary, Administrative Assistant)	\$27,356.40	\$4,827.60	\$32,184.00	\$0.00
Purchaser	\$24,225.00	\$4,275.00	\$28,500.00	\$0.00
Database Administrator	\$5,569.20	\$982.80	\$6,552.00	\$0.00
Accountant	\$3,058.98	\$539.82	\$3,598.80	\$0.00
Payroll Specialist	\$3,274.20	\$577.80	\$3,852.00	\$0.00
Traffic Enforcement Coordinator	\$5,355.00	\$945.00	\$6,300.00	\$0.00
Salary Subtotal	\$614,569.38	\$108,453.42	\$723,022.80	\$0.00
Administrative Staff	\$3,400.00	\$600.00	\$4,000.00	\$0.00
Overtime subtotal	\$3,400.00	\$600.00	\$4,000.00	\$0.00
Personnel total	\$617,969.38	\$109,053.42	\$727,022.80	\$0.00

Fringe Benefits				
	Federal Share	State Share	Total Project Costs (Federal + State)	MOE
Director	\$7,453.28	\$1,315.29	\$8,768.57	\$0.00
Official Inspector II	\$5,773.46	\$1,018.85	\$6,792.31	\$0.00
Official Inspector I	\$6,667.22	\$1,176.57	\$7,843.79	\$0.00
Inspector IV	\$5,533.82	\$976.56	\$6,510.38	\$0.00
Inspector IV	\$4,680.59	\$825.99	\$5,506.58	\$0.00
Inspector IV	\$4,137.63	\$730.17	\$4,867.80	\$0.00
Inspector III	\$5,811.66	\$1,025.59	\$6,837.25	\$0.00
Inspector III	\$4,985.07	\$879.71	\$5,864.78	\$0.00
Inspector III	\$5,487.51	\$968.38	\$6,455.89	\$0.00
Inspector III	\$4,920.23	\$868.28	\$5,788.51	\$0.00
Inspector III	\$33,425.20	\$5,898.56	\$39,323.76	\$0.00
Inspector II	\$4,718.79	\$832.73	\$5,551.52	\$0.00
Inspector I	\$14,193.44	\$2,504.72	\$16,698.16	\$0.00
Administrative Staff (Secretary, Administrative Assistant)	\$7,096.72	\$1,252.36	\$8,349.08	\$0.00
Purchaser	\$3,317.42	\$585.43	\$3,902.85	\$0.00
Database Administrator	\$2,627.99	\$463.76	\$3,091.75	\$0.00
Accountant	\$2,343.08	\$413.48	\$2,756.56	\$0.00
Payroll Specialist	\$2,367.50	\$417.80	\$2,785.30	\$0.00
Traffic Enforcement Coordinator	\$2,603.68	\$459.47	\$3,063.15	\$0.00
Overtime Administrative Staff	\$385.90	\$68.10	\$454.00	\$0.00
Fringe Benefits total	\$128,530.19	\$22,681.80	\$151,211.99	\$0.00

Travel				
	Federal Share	State Share	Total Project Costs (Federal + State)	MOE
Routine MCSAP related travel	\$37,066.80	\$6,541.20	\$43,608.00	\$0.00
Conference Travel (4): MCSAP Meeting, CVSA Conference, COHMED Conference, CVSA Workshop	\$13,413.00	\$2,367.00	\$15,780.00	\$0.00
Training Travel: CMV Post Crash, MCSAP related training	\$9,358.50	\$1,651.50	\$11,010.00	\$12,490.00
Travel total	\$59,838.30	\$10,559.70	\$70,398.00	\$12,490.00

Equipment				
	Federal Share	State Share	Total Project Costs (Federal + State)	MOE
Other Inspection Vehicle Equipment (Lights, Sirens, Docking Stations...)	\$9,350.00	\$1,650.00	\$11,000.00	\$0.00
Vehicles	\$55,250.00	\$9,750.00	\$65,000.00	\$0.00
Estimated MOE Other Inspection Vehicle Equipment (Lights, Sirens, Docking Stations...)	\$0.00	\$0.00	\$0.00	\$5,000.00
Equipment total	\$64,600.00	\$11,400.00	\$76,000.00	\$5,000.00

Supplies				
	Federal Share	State Share	Total Project Costs (Federal + State)	MOE
Printers	\$1,789.25	\$315.75	\$2,105.00	\$0.00
Estimated MOE Printers	\$0.00	\$0.00	\$0.00	\$2,105.00
Other (Inspection Tools, Books...)	\$2,550.00	\$450.00	\$3,000.00	\$0.00
Estimated MOE Other (Inspection Tools, Books...)	\$0.00	\$0.00	\$0.00	\$7,000.00
Police Equipment (Bullets, firearms, bulletproof vests, batons...)	\$2,658.80	\$469.20	\$3,128.00	\$0.00
Estimated MOE Office Supplies	\$0.00	\$0.00	\$0.00	\$8,000.00
Uniforms and Other Related Supplies	\$3,825.00	\$675.00	\$4,500.00	\$0.00
Estimated MOE Uniforms and Other Related Supplies	\$0.00	\$0.00	\$0.00	\$2,000.00
Computers	\$2,346.00	\$414.00	\$2,760.00	\$0.00
Office Supplies	\$4,466.07	\$0.00	\$4,466.07	\$0.00
Office Supplies	\$0.00	\$421.25	\$421.25	\$0.00
Supplies total	\$17,635.12	\$2,745.20	\$20,380.32	\$19,105.00

Contractual and Subaward				
	Federal Share	State Share	Total Project Costs (Federal + State)	MOE
Legal Technician	\$30,000.00	\$0.00	\$30,000.00	\$0.00
Single Audit	\$15,000.00	\$0.00	\$15,000.00	\$0.00
IT	\$30,000.00	\$0.00	\$30,000.00	\$0.00
AJP LLC (Advertisement)	\$0.00	\$0.00	\$0.00	\$20,000.00
Legal Staff (Attorney and Law Clerk)	\$45,000.00	\$0.00	\$45,000.00	\$0.00
Accounting Firm	\$12,500.00	\$0.00	\$12,500.00	\$0.00
Contractual and Subaward total	\$132,500.00	\$0.00	\$132,500.00	\$20,000.00

Other Costs				
	Federal Share	State Share	Total Project Costs (Federal + State)	MOE
Training Costs (tuition, books)	\$850.00	\$150.00	\$1,000.00	\$0.00
CVSA Decals	\$1,700.00	\$300.00	\$2,000.00	\$0.00
Conference Costs (Registration Fees)	\$6,375.00	\$1,125.00	\$7,500.00	\$5,000.00
Fuel Costs	\$25,500.00	\$4,500.00	\$30,000.00	\$0.00
Maintenance of Vehicles (not under contract)	\$2,006.26	\$16,993.74	\$19,000.00	\$0.00
Fleet Cost (mileage, repairs)	\$4,250.00	\$750.00	\$5,000.00	\$0.00
Marking	\$6,800.00	\$1,200.00	\$8,000.00	\$8,000.00
Communications (Internet Service, Radio)	\$6,800.00	\$1,200.00	\$8,000.00	\$0.00
Tolls	\$2,125.00	\$375.00	\$2,500.00	\$0.00
Office Rent	\$22,857.79	\$11,142.21	\$34,000.00	\$0.00
Printer Rent	\$3,825.00	\$675.00	\$4,500.00	\$0.00
Estimated MOE Training Costs	\$0.00	\$0.00	\$0.00	\$3,500.00
Estimated MOE CVSA Decals	\$0.00	\$0.00	\$0.00	\$1,000.00
Estimated MOE Fuel Costs	\$0.00	\$0.00	\$0.00	\$14,295.00
Estimated MOE Maintenance of Vehicles not under Contract	\$0.00	\$0.00	\$0.00	\$19,355.23
Estimated MOE Fleet Cost (Mileage/Repairs)	\$0.00	\$0.00	\$0.00	\$6,183.82
Estimated MOE Printer Rent	\$0.00	\$0.00	\$0.00	\$5,400.00
Estimated MOE Toll	\$0.00	\$0.00	\$0.00	\$5,000.00
Estimated MOE Communications (Internet Service...)	\$0.00	\$0.00	\$0.00	\$10,000.00
Other Costs total	\$83,089.05	\$38,410.95	\$121,500.00	\$77,734.05

Total Costs				
	Federal Share	State Share	Total Project Costs (Federal + State)	MOE
Subtotal for Direct Costs	\$1,104,162.04	\$194,851.07	\$1,299,013.11	\$134,329.05
Indirect Costs	\$76,578.96	\$13,513.93	\$90,092.89	NA
Total Costs Budgeted	\$1,180,741.00	\$208,365.00	\$1,389,106.00	\$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			
	85% Federal Share	15% State Share	Total Estimated Funding
Total	\$1,180,741.00	\$208,365.00	\$1,389,106.00

Summary of MCSAP Funding Limitations	
Allowable amount for Overtime without written justification (15% of Basic Award Amount):	\$208,365.00
MOE Baseline:	\$134,329.05

Estimated Expenditures				
	Federal Share	State Share	Total Project Costs (Federal + State)	Planned MOE Costs
Salary Subtotal	\$614,569.38	\$108,453.42	\$723,022.80	\$0.00
Overtime Subtotal	\$3,400.00	\$600.00	\$4,000.00	\$0.00
Personnel Total	\$617,969.38	\$109,053.42	\$727,022.80	\$0.00
Fringe Benefits Total	\$128,530.19	\$22,681.80	\$151,211.99	\$0.00
Travel Total	\$59,838.30	\$10,559.70	\$70,398.00	\$12,490.00
Equipment Total	\$64,600.00	\$11,400.00	\$76,000.00	\$5,000.00
Supplies Total	\$17,635.12	\$2,745.20	\$20,380.32	\$19,105.00
Contractual and Subaward Total	\$132,500.00	\$0.00	\$132,500.00	\$20,000.00
Other Costs Total	\$83,089.05	\$38,410.95	\$121,500.00	\$77,734.05
	85% Federal Share	15% State Share	Total Project Costs (Federal + State)	Planned MOE Costs
Subtotal for Direct Costs	\$1,104,162.04	\$194,851.07	\$1,299,013.11	\$134,329.05
Indirect Costs	\$76,578.96	\$13,513.93	\$90,092.89	NA
Total Costs Budgeted	\$1,180,741.00	\$208,365.00	\$1,389,106.00	\$134,329.05

Part 5 - Certifications and Documents

Part 5 includes electronic versions of specific requirements, certifications and documents that a State must agree to 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.

Part 5 Section 1 - 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? Mrs. Wanda Vázquez Garced, Esq.
2. What is this person's title? Governor
3. Who is your Governor's highway safety representative? Mrs. Darelis López Rosario, Esq.
4. What is this person's title? Puerto Rico Traffic Safety Commission Director

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

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

State Certification declaration:

I, Mrs. Wanda Vázquez Garced, Esq., Governor, 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 2 - 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. Luis D. García Fraga, Esq.
2. What is the title of your certifying State official? Chairman TPSB
3. What are the phone # and email address of your State official? (787) 756-1919 ext. 1000 ldgarcia@csp.pr.gov

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

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

I, Mr. Luis D. García Fraga, Esq., certify that the Commonwealth 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 3 - 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

FY 2020 Certification of MCSAP Conformance (State Certification)

I Wanda Vázquez Garced, Governor, on behalf of the Government 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, do hereby certify as follows:

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

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

21. The Government will ensure that, except in the case of an imminent or obvious safety hazard, an inspection of a vehicle transporting passengers for a motor carrier of passengers is conducted at a bus station, terminal, border crossing, maintenance facility, destination, or other location where motor carriers may make planned stops (excluding a weigh station).
22. The Government will transmit to its roadside inspectors the notice of each Federal exemption granted pursuant to 49 U.S.C. § 31315(b) and 49 CFR 390.32 and 390.25 as provided to the Government by FMCSA, including the name of the person granted the exemption and any terms and conditions that apply to the exemption.
23. Except for a territory of the United States, the Government will conduct safety audits of interstate and, at the Government's discretion, intrastate new entrant motor carriers under 49 U.S.C. § 31144(g). The Government must verify the quality of the work conducted by a third party authorized to conduct safety audits under 49 U.S.C. § 31144(g) on its behalf, and the Government remains solely responsible for the management and oversight of the activities.
24. The Government will fully participate in the performance and registration information systems management program under 49 U.S.C. § 31106(b) not later than October 1, 2020, or demonstrates to FMCSA an alternative approach for identifying and immobilizing a motor carrier with serious safety deficiencies in a manner that provides an equivalent level of safety.
25. In the case of a Government that shares a land border with another country, the Government may conduct a border CMV safety program focusing on international commerce that includes enforcement and related projects or will forfeit all MCSAP funds based on border-related activities.
26. In the case that a Government meets all MCSAP requirements and funds operation and maintenance costs associated with innovative technology deployment with MCSAP funds, the Government agrees to comply with the requirements established in 49 CFR 350.203 and 350.310.

Date _____

Signature _____

August 2/8/17
[Signature]



GOVERNMENT OF PUERTO RICO

Transport and other Public Services Bureau

Annual Review of Laws, Regulations, Policies and Compatibility Certification

I, **(Luis D. García Fraga, Esq.)**, certify that the State has conducted the annual review of its laws and regulations for compatibility regarding commercial motor vehicle safety and that the State'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 State 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 below.

(Enter information on any exceptions to the above certification here)

Signature of Certifying Official: _____

Title of Certifying Official: _____

Chairman

Date of Certification: _____

August 9/2015

