



VIRGINIA

Commercial Vehicle Safety Plan

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

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

Date of Approval: March 02, 2026

FINAL CVSP



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

Part 1 - MCSAP Overview

Part 1 Section 1 - Introduction

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

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

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

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

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

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

REMINDERS FOR FY 2025:

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

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

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

All multi-year and annual update plans have been pre-populated with data and information from their FY 2024 plans. States must carefully review and update this information to reflect FY 2025 activities prior to submission to FMCSA. The financial information and certifications will be updated each fiscal year.

- Any information added should detail major programmatic changes.
- Add any updates to the narrative areas and indicate changes by preceding it with the heading **"FY 2025 Update"**. Below the heading, include descriptions of the changes to your program, including how any tables were modified.
- The Trend Analysis areas in each section can only be edited in Year 1 of a three-year plan. Trend Analysis data cannot be edited in Years 2 and 3.

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

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

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

Part 1 Section 2 - Mission/Goal Statement

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

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

Instructions:

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

NOTE: Please do not include information on any other FMCSA grant activities or expenses in the CVSP.



Leadership in the Virginia State Police Motor Carrier Safety Unit appreciates the value of and the role the Motor Carrier Safety Assistance Program has had with respect to bolstering Virginia's overall highway safety. They also understand that to maintain the integrity of this program, initiatives operating under its auspices must be administered in a responsible and prudent fashion. It is in support of this objective that the following *Commercial Motor Vehicle Safety Plan* (CVSP), is proffered. This plan seeks to identify the specific means, methods, resources, and strategies to be dedicated and deployed during fiscal year (FY) 2023-2025 to meet the goal of enhancing the overall safety of Virginia's roadways and highways. More specifically, it outlines the following:

1. The tailored investments which will be made to promote safe commercial motor vehicle transportation, including the transportation of passengers and hazardous materials;
2. the activities which will be conducted in order to generate the maximum reduction in the number and severity of commercial motor vehicle crashes and in fatalities¹ resulting from such crashes;
3. the means of enforcing effective motor carrier, commercial motor vehicle, and driver safety regulations and practices consistent with Federal requirements; and
4. the goals, performance standards, measures and benchmarks which will be used to assess and improve statewide performance.

While there is no specific section devoted to capturing exactly how the Virginia State Police Motor Carrier Safety Unit supports the activities identified in §350.201(q) and (t), *Code of Federal Regulations*, in the following eCVSP template, one can rest assured that there are mechanisms and activities in place that specifically address each of these provisions.

With respect to removing impaired commercial motor vehicle (CMV) drivers from the highways, it should be noted that all Virginia State Police Motor Carrier Unit troopers have received training in regards to detecting the signs associated with driving while impaired or under the influence of alcohol or other drugs and each has received training and are intimately familiar with, the specific statutes and regulations which pertain to operating a commercial motor vehicle while legally impaired. Additionally, each member of the Virginia State Police Motor Carrier Unit is equipped with an approved and certified preliminary breath testing device and have received training on and have access to statutorily approved evidential testing devices and or services. Furthermore, all Motor Carrier Safety Troopers regularly participate, not only in Commercial Vehicle Safety Alliance (CVSA) and Federal Motor Carrier Safety Administration (FMCSA) initiatives aimed at removing impaired CMV drivers off of Virginia's roadways, they also routinely participate in several state-wide initiatives geared at achieving the same result. It should also be noted that Virginia State Police Motor Carrier Safety troopers are well trained with respect to interdicting criminal activity of all kinds and use this training while on patrol and while conducting commercial motor vehicle roadside inspections and carrier investigations. Furthermore, special emphasis is placed on detecting and intercepting those engaged in human

trafficking and those trafficking in other illegal contraband such as drugs, weapons, currency, and untaxed tobacco products.

Finally, the Virginia State Police does have a motor carrier training plan and it should be noted that in addition to the certifying components in place for certifying motor carrier inspectors, the Virginia State police conducts the required annual motor carrier in-service for all Virginia State Police Motor Carrier troopers and other agencies having the authority to conduct motor carrier inspections within the Commonwealth of Virginia.

¹ Current rate of incidence benchmarked at 0.114 per one hundred million vehicle miles traveled during calendar year 2018.

Part 1 Section 3 - MCSAP Structure Explanation

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

- ☒ Yes, the information in this section must be updated. I understand that I must include the heading "Update for FY 2025" before adding my changes in the narrative section and then click "Save" to save the changes.
- ☐ No, the information in this section remains valid for the upcoming fiscal year and no updates are necessary. If no is selected, this section will not be open for editing.

Instructions:

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

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

The lead Motor Carrier Safety Assistance Program (MCSAP) agency for the Commonwealth of Virginia is the Virginia Department of State Police (VSP). The specific unit within the VSP responsible for managing Virginia's overall motor carrier enforcement function and for developing, administering, and coordinating Virginia's *Commercial Motor Vehicle Safety Plan* is the Motor Carrier Safety Unit which is located in the Bureau of Field Operations' Safety Division which is headquartered in Richmond, Virginia.

Members of the Virginia State Police Motor Carrier Safety Unit (MCSU) are proud of the fact that the VSP was the first state police/highway patrol organization in the country to have members receive training in 1978 from the Traffic Safety Institute on Federal regulation dealing with "Entry Control on Motor Carriers," which was established by the Motor Carrier Act of 1935 and, which have evolved, through the rule making process, into the Federal Motor Carrier Safety Regulations (FMCSR). They are also proud of the fact that the VSP has been involved in the MCSAP program since 1986 in one form or fashion.

"Update for FY 2024"

In keeping with the National Roadway Safety Strategy's (NRSS) safe system approach, VSP will be concentrating our enforcement and commercial motor vehicle safety activities to support safer people, safer vehicles, safer speeds, safer roads, and post crash care in the formulation of our commercial motor vehicle plan. See the crash reduction (Part 2) public education and outreach (section 7). VSP has developed and implemented a Human Trafficking Awareness Campaign which is included in all concentrated checks and all major safety initiatives. See the crash reduction (Part 2) roadside inspections (section 2 narrative).

Nevertheless, the VSP MCSU currently has 86 personnel positions, which are directly or indirectly funded through the MCSAP Grant fund. Of the 86 total funded personnel, 58, or 67.44%, are fulltime Motor Carrier Safety Troopers, seven (7), or 8.12%, are fulltime MCSU sergeants, one (1), or 1.16%, is a fulltime Motor Carrier First Sergeant, and one (1), or 1.16%, is a fulltime MCSU lieutenant. Additionally, the VSP MCSU currently has 10, or 11.6%, fulltime nonsworn personnel and nine (9), 10.46%, part-time nonsworn personnel.

Currently, the VSP MCSU has 58 troopers, seven (7) sergeants, and one (1) first sergeant certified to conduct Level I and III inspections and with the exception of the Motor Carrier First Sergeant, all of these personnel are certified to conduct hazardous materials inspections, cargo tank inspections and other bulk inspections. The VSP MCSU also has 22 troopers and two (2) sergeants certified to conduct Level V inspections and 15 troopers certified to conduct Level VI Inspections. Furthermore, four (4) of the unit's members are certified by the National Training Center as associate staff instructors, two (2) troopers are certified and authorized by FMCSA to conduct compliance reviews, and ten (10) civilian personnel and three (3) troopers are certified to conduct New Entrant Safety Audits.

Map 1-3-1.0: Virginia State Police Motor Carrier Personnel Allocation



Virginia State Police Motor Carrier Safety Troopers are permanently assigned to one of the seven (7) Safety Division area offices shown above. These assignments are made based on proximity to those areas of the state having the highest volumes of CMV traffic, however, it should be noted that these assignments are made in a fashion which allows for the flexibility to reallocated manpower when the need arises or when special circumstances dictate a reallocation.

Nevertheless, the VSP MCSU's operational capabilities and effectiveness is augmented by an additional (35) troopers⁴ which are stationed throughout the seven (7) VSP field divisions. These troopers have received NAS Part A and Part B training and are authorized to conduct Level III inspections. The unit's operational capability is also enhanced by the fact that all of its sworn personnel are seasoned law enforcement professionals vested with full police authority and have extensive law enforcement experience and training which aids them daily in their role as a MCSU trooper.

¹Allocated among the seven (7) Safety Division Areas shown in Map 1-3-1.0.

²Two are Analyst positions and five are clerical positions.

³New Entrant Safety Auditors

⁴While these troopers are certified to conduct roadside inspections, they are not assigned to the Motor Carrier Safety Unit and their motor carrier duties are a small portion of their overall duties, which are primarily patrol duties. None of their salaries are paid for through MCSAP funds and the only cost attributed to the MCSAP grant are for required motor carrier specific equipment.

Part 1 Section 4 - MCSAP Structure

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

- ☐ Yes, the information in this section must be updated. I understand that I must include the heading "Update for FY 2025" before adding my changes in the narrative section and then click "Save" to save the changes.
- ☐ No, the information in this section remains valid for the upcoming fiscal year and no updates are necessary. If no is selected, this section will not be open for editing.

Instructions:

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

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

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

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

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

Lead Agency Information	
Agency Name:	VIRGINIA DEPARTMENT OF STATE POLICE
Enter total number of personnel participating in MCSAP activities	102
National Program Elements	Enter # personnel below
Driver and Vehicle Inspections	99
Traffic Enforcement Activities	90
Investigations*	15
Public Education and Awareness	102
Data Collection and Reporting	102
* Formerly Compliance Reviews and Includes New Entrant Safety Audits	

Subrecipient Information	
Agency Name:	VIRGINIA DEPARTMENT OF MOTOR VEHICLES
Enter total number of personnel participating in MCSAP activities	1
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	1
* Formerly Compliance Reviews and Includes New Entrant Safety Audits	

Non-funded Agency Information	
Total number of agencies:	1
Total # of MCSAP Participating Personnel:	6

Part 2 - Crash Reduction and National Program Elements

Part 2 Section 1 - Overview

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

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

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

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

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

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

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

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

Part 2 Section 2 - CMV Crash Reduction

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

- ☐ Yes, the information in this section must be updated. I understand that I must include the heading "Update for FY 2025" before adding my changes in the narrative section and then click "Save" to save the changes.
- ☐ No, the information in this section remains valid for the upcoming fiscal year and no updates are necessary. If no is selected, this section will not be open for editing.

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

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

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

Trend Analysis for 2017 - 2021

Instructions for all tables in this section:

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

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

ALL CMV CRASHES

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

Goal measurement as defined by your State: 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			
01/01/2022	02/28/2022	23	0.1140	0.12
01/01/2021	12/31/2021	99	0.1140	0.11
01/01/2020	12/31/2020	97	0.1140	0.09
01/01/2019	12/31/2019	102	0.1140	0.12
01/01/2018	12/31/2018	103	0.1140	0.12

MOTORCOACH/PASSENGER CARRIER CRASHES

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

Goal measurement as defined by your State: Actual # Fatalities

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

Measurement Period (Include 5 Periods)		Fatalities	Goal	Outcome
Begin Date	End Date			
01/01/2022	02/28/2022	2	0	2
01/01/2021	12/31/2021	8	0	8
01/01/2020	12/31/2020	8	0	8
01/01/2019	12/31/2019	12	0	12
01/01/2018	12/31/2018	8	0	8

Hazardous Materials (HM) CRASH INVOLVING HM RELEASE/SPILL

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

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

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

Goal measurement as defined by your State: Actual # Fatalities

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

Measurement Period (Include 5 Periods)		Fatalities	Goal	Outcome
Begin Date	End Date			
01/01/2022	02/28/2022	0	0	0
01/01/2021	12/31/2021	2	0	2
01/01/2020	12/31/2020	0	0	0
01/01/2019	12/31/2019	1	0	1
01/01/2018	12/31/2018	0	0	0

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

See below Data Review and Analysis Section.

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

**COMMERCIAL MOTOR VEHICLE CRASH DATA
COMMONWEALTH OF VIRGINIA
REVIEW AND ANALYSIS**

All CMV Crashes:

With respect to identifying the areas in Virginia with the highest frequency of **large truck and bus crashes** and the frequency of **large truck and bus crashes where a death resulted**, Map 2-2-1.0 provides a fairly clear picture of where these crashes are concentrated throughout the state. It appears that these crashes are the densest along the Interstate 81 (I-81), corridor, the Interstate 95 (I-95) corridor, and along the Interstate 64 (I-64) corridor and it appears that the rate of incidence radiates away from these areas. It also appears that along these corridors, the rate is highest in and around geographic areas which are the most densely populated. These areas are Northern Virginia, Richmond, Roanoke, and the Tidewater area.

Map 2-2-1.0: Large Trucks & Buses Crash Involvements (CY-2021)

Source: <https://ai.fmcsa.dot.gov/gis/tools/safetyevent/#> , Year 2022: August 3, 2022.

Map 2-2-1.1: Large Trucks and Buses Crash Involvements with a Death Attached (CY-2021)

Source: <https://ai.fmcsa.dot.gov/gis/tools/safetyevent/#> , Year 2022: August 3, 2022.

This section examines the specific statistics pertaining to deaths resulting from vehicle crashes involving large trucks in Virginia during the reporting period (2018-2022). Table 2-2-1.0 provides a summary detailing the statistics whereby death has resulted from vehicle crashes involving large trucks during the reporting period. The data reveals the total number of fatalities on a yearly basis and it also shows the incidence of death expressed in deaths per 100 million vehicle miles traveled (100M VMT) so as to provide perspective with respect to how Virginia's rate of incidence compares with the FMCSA's established benchmark of 0.114 deaths per 100M VMT. With respect to these types of death's, the data shows that Virginia has averaged 84.8 deaths per year resulting from these crashes, which equates to 0.112 deaths per 100M VMT per year. It is particularly noteworthy that this statistic is **0.002 deaths** per 100M VMT **lower** than the FMCSA goal (.114 deaths per 100M VMT).

**Table 2-2-1.0: Large Truck Fatal Crashes in Virginia
Per 100M VMT (2018-2022)**

Year	Goal (Deaths per 100M VMT)	Outcome (Deaths per 100M VMT)	Fatalities
2018 ¹	0.114	0.12	103 ⁶
2019 ²	0.114	0.12	102 ⁶
2020 ³	0.114	0.09	97 ⁶
2021 ⁴	0.114	0.11	99 ⁶
2022 ⁵	0.114	0.12	23 ⁶
Mean	n/a	0.112	84.8

Motor Coach/Passenger Carrier Crashes:

This section takes a broad look at vehicle crashes involving Motor Coach/Passenger Carrier crashes in Virginia for the reporting period (2018-2022). Specifically, this section looks at the rate of incidence with respect to fatality crashes, non-fatality crashes, and injury crashes involving a motor coach/passenger carrier. In this instance, the data shows that with respect to **"non fatality" crashes** and **"injury crashes"**, there was a gradual increase in the rate of incidence from 2018 to 2019, in 2020 there was a decline due to COVID in 2021 the rate began to increase as motor carriers returned to normal operations; 2022 is only showing a 2 month period, January 1, 2022 - February 28, 2022.

In regard to **"fatality crashes,"** it appears to have remained consistent in regard to carrier operations due to COVID. 2022 reflects only a 2 month period, January 1, 2022 - February 28, 2022.

Table 2-2-2.0:
Total Motor Coach/Passenger Carrier Crashes in Virginia (2018 - 2022)

Year	Non Fatality Crashes	Injury Crashes	Fatality Crashes	Total
2018 ¹	415 ⁷	178 ⁷	7 ⁷	422 ⁷
2019 ²	438 ⁷	199 ⁷	8 ⁷	446 ⁷
2020 ³	175 ⁷	83 ⁷	7 ⁷	182 ⁷
2021 ⁴	301 ⁷	119 ⁷	8 ⁷	309 ⁷
2022 ⁵	58 ⁷	20 ⁷	2 ⁷	60 ⁷
Total	1387	599	32	1419
Mean	277.4	119.8	6.4	283.8

This section focuses on the statistics pertaining to deaths attributed to vehicle crashes wherein there was a motor coach/passenger carrier involved. Table 2-2-2.1 provides a summary of statistics detailing these types of deaths for the reporting period (2018 - 2022). This table also details the number of deaths and compares it with the established goal (0), which yields the "outcome" statistic. The data shows that in regards to these types of deaths, on average, there were 6.4 deaths and it is important to note that the incidence rate appears to be **treanding on upward**.

Table 2-2-2.1: Motor Coach/Passenger Carrier Fatalities in Virginia (2018 - 2022)

Year	Fatalities	Goal	Outcome
2018 ¹	7 ⁷	0	7 ⁷
2019 ²	8 ⁷	0	8 ⁷
2020 ³	7 ⁷	0	7 ⁷
2021 ⁴	8 ⁷	0	8 ⁷
2022 ⁵	2 ⁷	0	2 ⁷
Total	32	0	32
Mean	6.4	n/a	6.4

Hazardous Materials (HM) Crashes:

Map 2-2-3.0 (<https://ai.fmcsa.dot.gov/gis/tools/safetyevent/>), illustrates the frequency and location of crashes where there was a HM placard attached to one of the vehicles involved during the reporting period (2021). Specifically, the data shows that South Western Virginia, the Blacksburg area, Western Central Virginia, and Eastern and South Eastern Virginia had the highest incidence of these types of crashes.

This section examines the incidence of crashes where there was a **hazardous material (HM) placard present** on at least one of the vehicles involved for the reporting period 2018 - 2022. Table 2-2-3.0 shows that during the reporting period (2018 - 2022), there were on average 79.6 such crashes per year in Virginia and for the most part, with respect to these types of crashes, during the time period (2018 through 2019), the rate of incidence seems to have been relatively stable at approximately 100 such crashes, however, during the time period (2020) there seems to have been a precipitous fall in the rate of incidence involving such crashes due to COVID, however, it seems that in 2021 the rate started to trend upwards. 2022 reflects only a 2 month period, January 1, 2022 - February 28, 2022.

Table 2-2-3.0: Hazardous Material-Related Crashes in Virginia (2018 - 2022)

Year	HM Placard Present
2018 ¹	93 ⁸
2019 ²	100 ⁸
2020 ³	74 ⁸
2021 ⁴	115 ⁸
2022 ⁵	16 ⁸
Total	398
Mean	79.6

This section focuses on the statistics pertaining to deaths attributed to vehicle crashes wherein there was a hazardous material (HM) being transported and where there was a HM release/spill. Table 2-2-3.1 gives a summary of statistics detailing these types of deaths for the reporting period (2018 - 2022). With respect to these types of deaths, this table specifies the number of deaths and compares it with the stated goal (0), which yields the "outcome" statistic. During reporting period, the data reveals that, on average, there was 2.6 such deaths in Virginia per year, with the most, seven (7), happening in 2021 and the least, zero (0), occurring in 2022.

Table 2-2-3.1: Hazardous Material-Related Fatalities with Release of Cargo for Large Trucks in Virginia (2018 - 2022)

Year	Fatalities	Goal	Outcome
2018 ¹	3 ⁸	0	3 ⁸
2019 ²	1 ⁸	0	1 ⁸
2020 ³	2 ⁸	0	2 ⁸
2021 ⁴	7 ⁸	0	7 ⁸
2022 ⁵	0 ⁸	0	0 ⁸
Mean	2.6	n/a	2.6

CHALLENGES

One challenge facing the VSP MCSU is the one associated with the inspection of motor coach/passenger carriers. Specifically, it continues to grapple with how exactly to inspect these types of carriers with greater frequency given the fact that these inspections, for all intensive purposes, can, pursuant to and in accordance with 49 U.S.C., § 31102(c)(2), only be inspected through inspections which are conducted at the "carrier facility" and by inspections conducted at the destination. As such, overcoming the logistics associated with "carrier facility" and "destination" inspections is somewhat challenging because, in the past, it has been difficult for each Safety Division area to conduct these inspections due to the fact that all seven area's shared one (1) set of bus ramps. Therefore, in an effort to maximize the VSP MCSU's ability to conduct additional motor coach/passenger carrier inspections, each Safety Division Area Office has been equipped with a set of bus ramps, a trailer to transport the ramps, and a vehicle to pull the trailer so that additional "carrier facility" inspections and "destination" inspections may be conducted in each Safety Division area.

Another challenge that the VSP MCSU continues to encounter is associated with its ability to conduct port checks. The Commonwealth of Virginia has several ports located throughout the Tide Water Area. Currently, the VSP MCSU has 58 MCSU troopers strategically stationed throughout the Commonwealth of Virginia. The challenge here is rooted in the availability of manpower. Specifically, there just are not enough MCSU personnel assigned to this particular region of the state with which to adequately give the ports of Virginia additional attention. However, in an effort to mitigate this problem, plans have been made to hold two (2), one (1) week port check operations one (1) in the Spring and one (1) in the Fall during 2023 whereby MCSU troopers and other CMV resources will be brought into the area and focused on conducting large scale port checks throughout the region.

¹ January 1, 2018 to December 31, 2018.

² January 1, 2019 to December 31, 2019.

³ January 1, 2020 to December 31, 2020.

⁴ January 1, 2021 to December 31, 2021.

⁵ January 1, 2022 to February 28, 2022.

⁶ <https://ai.fmcsa.dot.gov/CrashStatistics/rptSummary.aspx>, 2018-2022, August 3, 2022, S.D. Gobble.

⁷ <https://ai.fmcsa.dot.gov/CrashStatistics/Default.aspx>, 2018-2022, August 3, 2022, S.D. Gobble

⁸ <https://ai.fmcsa.dot.gov/CrashStatistics/rptHazmat.aspx?rpt=HMPL>, 2018-2022, August 3, 2022, S.D. Gobble.

Narrative Overview for FY 2023 - 2025

Instructions:

The State must include a reasonable crash reduction goal for their State that supports FMCSA's mission to reduce the national number of crashes, injuries and fatalities involving commercial motor vehicles. The State has flexibility in setting its goal and it can be based on raw numbers (e.g., total number of fatalities or CMV crashes), based on a rate (e.g., fatalities per 100 million VMT), etc.

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

**COMMERCIAL MOTOR VEHICLE CRASH REDUCTION GOAL
COMMONWEALTH OF VIRGINIA
2023-2025**

FMCSA's bell weather for commercial motor vehicle safety is the incidence of death per 100M VMT. Over the most recent five (5) year reporting period (2018-2022) Virginia has an averaged incidence rate of 0.112 deaths per 100M VMT, which is **less than the FMCSA's benchmark**. Nevertheless, leadership in the VSP MCSU is acutely aware that one traffic death, regardless of type is one too many and therefore, the VSP MCSU will continue to strive to promote policies and efforts geared at reducing this statistic. Therefore, with respect to calendar years 2023-2025, the FMCSA benchmark (0.114 deaths per 100M VMT) for crashes involving large trucks and buses will be used as a key indicator of how Virginia compares in regards to these types of crashes. Additionally, members of the VSP MCSU will certainly continue to engage in efforts to reduce this statistic even further, and it is fully anticipated that this incidence rate **for large trucks and buses will remain below 0.114 deaths per 100 VMT in Virginia during and through 2023**.

Table 2-2-2.0, shows that for the reporting period (2018-2022) there were a **total of 1,419** crashes involving passenger carriers and mean rate of incidence for the reporting period (2018-2022) of 284 crashes per year and it appears that this rate of incidence is **trending upward**. Additionally, the data shows, that there were a total of 32 fatal crashes, involving a passenger carrier during the reporting period with an average incident rate of 6.4 deaths per year and the data shows that the aggregate number associated with this statistic is currently **trending upward**. Regardless of what the trend is when discussing traffic safety, again, one traffic-related death is one too many and therefore, the VSP MCSU will continue to strive and engage in efforts to reduce this statistic and will use as its goal, zero (0), deaths caused by passenger carrier-related crashes for evaluation purposes for 2023. With respect to the overall rate of frequency of passenger carrier crashes in Virginia, it is hoped that the additional passenger carrier inspections to be conducted during 2023, as discussed above, will help to reverse the trend currently associated with these types of crashes.

With respect to **HM-related crashes in Virginia** for the reporting period (2018 - 2022), there were a total of 398 crashes where there was a HM placard attached to one of the vehicles involved. On average, the rate of incidence for this type of crash during the reporting period is 79.6. As discussed above, the **rate of incidence** with respect to these types of crashes is **trending downward**. With respect to **deaths attached** to these types of crashes, Table 2-2-3.1 shows that over the reporting period identified above, there were thirteen (13) such deaths. The **mean rate of incidence** pertaining to these types of death during the reporting period is 2.6 per year and the overall **trend** currently appears to be trending **upward**. Again, regardless of what the trend is when discussing traffic safety, one traffic-related death is one too many and therefore, the VSP MCSU will continue to strive and engage in efforts to reduce this statistic and will use as its goal, zero (0) deaths caused by HM-related vehicle crashes for evaluation purposes for 2023. Members of the VSP MCSU will continue to engage in efforts specifically directed towards HM carriers, such as HM tank inspections in an effort to null this statistic.

Enter the data source and capture date:
See above Data Review and Analysis Section.

Projected Goal for FY 2023 - 2025:

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

Fiscal Year	Annual Crash Reduction Goals
2023	5
2024	5
2025	5

In anticipation of reducing the number of serious CMV crashes especially in and around work zones by 15% over the three year period, a 5% decrease each year. We intend to concentrate on traffic enforcement around CMV's to include Non-CMV's and traffic enforcement on CMV's without inspections. "Update for FY24" We are incorporating roadways with work zones into our crash reduction initiatives.

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

**MOTOR CARRIER SAFETY ASSISTANCE PROGRAM ACTIVITIES
COMMONWEALTH OF VIRGINIA**

2023-2025

Table 2-2-4.0, shown below indicates the anticipated number of man hours to be directly devoted towards MCSAP activities in Virginia for 2023-2025. Please note that these figures are rough estimates and do not account for leave, which may be taken by VSP MCSU members nor do they account for ancillary duties⁹ that these members may be diverted for.

Additionally, these figures are based on the maximum number of positions allocated to the VSP MCSU (58) and do not account for vacancies which may or may not be in existence during the aforementioned time period. It is important to note that every attempt to devote the following man hours towards MCSAP activities will be made, however, due to an inability to forecast the availability of personnel resources in advance the following disclaimer should be noted. The following estimates do not constitute a warranty or contract with respect to the provision of the following resources, as outlined below, to be dedicated towards MCSAP activities by the Virginia State Police.

Table 2-2-4.0: MCSAP Manpower Resource Allocation

MCSAP Manpower Resource	Annual MCSAP Man Hours
VSP Motor Carrier Safety Unit Troopers (58)	120,971.76 ¹⁰
VSP Motor Carrier Patrol Troopers (35)	9,125.02 ¹¹
VSP Motor Carrier Supervisors	14,600.04 ¹²
Total	144,696.82

Concurrent with the application of the above estimated resources, and in support of the Strategic Highway Safety Plan (<https://www.vdot.virginia.gov/info/hwysafetyplan.asp>), the VSP MCSU will continue to devote resources to the following MCSAP activities all of which are hoped to contribute to the reduction of CMV-related motor vehicle crashes in Virginia:

- Provide annual motor carrier in-service training for all VSP MCSU personnel and for local law enforcement agencies having motor carrier certified personnel.
- Conduct commercial motor vehicle inspections, including motor coach/passenger carriers, HM carriers and cargo tanks inspections (which to date has **historically** totaled approximately **35,000 inspections** annually).
- Participate in multi-agency and multi-state special CMV initiatives such as "Safe Drive," the Commercial Vehicle Safety Alliance's (hereinafter referred to as CVSA) "Brake Check," and "Road Check," and FMCSA's cargo tank strike force.
- Collaborate with the trucking and bus industry on programs and initiatives to improve safety and reduce crashes with an emphasis on impairment.
- Conduct 84 CMV consolidated HM initiatives across the state.
- Conduct 28 CMV data-driven regionally consolidated initiatives across the state.
- Deliver in outreach products to both CMV operators and drivers as well as the general public.
- Conduct two (2) concentrated week-long port checks annually (one (1) in the Spring and one (1) in the fall).
- Conduct two (2) Human Trafficking initiatives annually.
- Assist, through the examination and evaluation of the CMV and driver involved, with crash investigations involving CMVs.
- Partner with institutions of higher learning to research and analyze crash data to improve Virginia's crash reduction strategy.

⁹Per the public safety personnel clause in the Grant Agreement which allows for MCSAP man hours to be diverted for exigent or extraordinary or unusual public safety circumstances.

¹⁰(58 VSP MCSU troopers x 40 hrs.)52.143 = 120,971.76 hrs.

¹¹(35 VSP Patrol troopers x 5 hrs.)52.143 = 9,125.02

¹²(7 VSP MCSU Sergeants x 40 hrs.)52.143 = 14,600.04

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.

MONITORING OF COMMERCIAL MOTOR VEHICLE CRASH REDUCTION EFFORTS

COMMONWEALTH OF VIRGINIA

2023-2025

Supervision at the area level will continue to monitor the individual weekly activities of VSP MCSU troopers. Area level supervision will also continue to collect and report data required to be reported on the SF-PPR and data associated with any and all "special enforcement projects," and forms submitted in conjunction with CMV safety presentations conducted by VSP MCSU members. Area supervision along with Divisional supervision will routinely monitor FMCSA's A & I data bases along with data available from other FMCSA databases which may serve to inform the decision making process with respect to CMV policy decisions and decisions pertaining to crafting CMV enforcement models, tactics, and strategies.

The VSP MCSU will also continue to monitor the number and types crashes involving commercial motor vehicles in Virginia through the routine monitoring of *Safetynet's* reporting system and through data obtained through the *Traffic Records Electronic Data System (TREDS)*. Following is a description of this data system:¹³

"The main goal of **TREDS (Traffic Records Electronic Data System)** is to provide accurate, timely and detailed highway safety information for analysis and reporting. The data from TREDS is used to support Virginia's efforts to reduce crashes, injuries, fatalities and associated costs. Through TREDS, Virginia now has one of the most effective and innovative information technology tools in the nation to identify and address its highway safety concerns.

This state-of-the-art, automated data system centralizes all of Virginia's crash data and related information. It allows for the electronic submission of police crash reports, scanning of crash data submitted on paper reports at DMV, electronic mapping for locating the crash while completing the crash report, electronic crash diagramming, and integration with other data systems for enhanced data mining, analysis and reporting at various levels.

The comprehensive data housed in TREDS is the foundation of highway safety in Virginia. The information serves as a performance measurement tool that reflects Virginia's efforts to improve highway safety. TREDS traffic crash information can be used to:

- Conduct problem identification and the development of resolutions for safety programs
- Create and implement effective, integrated safety programs and initiative
- Conduct education and awareness initiative
- Make executive management decision
- Award and target federal highway safety funding
- Make key legislative decisions that impact citizen safety on our roadway
- Targeting local and state law enforcement efforts

- Make engineering and construction improvements to our roadways
- Work with partnering organizations to develop coordinated, innovative approaches to improve highway safety

TREDS will pave the way for Virginia's effort to develop and implement effective safety programs that will make Virginia's roadways among the safest in the country."

Additionally, there are agency reporting requirements which dictate that these statistics are collected, analyzed, and disseminated to the agencies "Office of Performance Management and Internal Controls," which is an independent unit which reports directly and only to the Superintendent's Office. Nevertheless, this data is used for evaluation and accountability purposes and to make, through the dissemination of various open publications, this agencies work product available to the public. One such document is the annually released *Virginia State Police Facts and Figures Report*.

This review serves to provide a benchmark with respect to the VSP MCSU's past performance and serves as another, for lack of a better word, safety mechanism with respect to maintaining and maximizing performance and efficiencies in regards to the unit's work product.

Finally, The VSP MCSU enjoys a strong and productive relationship with the FMCSA Division Administrator's (hereinafter referred to as DA) office and leadership of the VSP MCSU routinely meet with the DA and or his staff to discuss the all components associated with managing and administering the MCSAP Grant in Virginia. These meetings provide useful feedback which serves to both track the VSP MCSU's productivity with respect to the various operational components of Virginia's overall motor carrier safety program.

¹³Virginia Department of Motor Vehicles, *Traffic Records Electronic Data System*, <https://www.treds.virginia.gov>: August 3, 2022, S.D. Gobble.

Part 2 Section 3 - Roadside Inspections

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

- ☐ Yes, the information in this section must be updated. I understand that I must include the heading "Update for FY 2025" before adding my changes in the narrative section and then click "Save" to save the changes.
- ☐ No, the information in this section remains valid for the upcoming fiscal year and no updates are necessary. If no is selected, this section will not be open for editing.

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

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

Trend Analysis for 2017 - 2021

Inspection Types	2017	2018	2019	2020	2021
Level 1: Full	16048	16853	16472	9639	11583
Level 2: Walk-Around	3863	4479	4662	3447	4495
Level 3: Driver-Only	11543	13317	11888	7718	10747
Level 4: Special Inspections	42	4	7	5	11
Level 5: Vehicle-Only	412	266	395	265	252
Level 6: Radioactive Materials	1	0	0	0	0
Total	31909	34919	33424	21074	27088

Narrative Overview for FY 2023 - 2025

Overview:

Describe components of the State's general Roadside and Fixed-Facility Inspection Program. Include the day-to-day routine for inspections and explain resource allocation decisions (i.e., number of FTE, where inspectors are working and why).

Enter the roadside inspection application name(s) (e.g., SafeSpect) used by the State.

Safespect

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.

MOTOR CARRIER ROADSIDE INSPECTION PROGRAM COMMONWEALTH OF VIRGINIA 2020

Road Side Inspector Allocation

Currently, the VSP MCSU has 58 troopers, seven (7) sergeants, and one (1) first sergeant, certified to conduct Level I inspections and with the exception of the First Sergeant, all of these personnel are certified to conduct hazardous materials inspections, cargo tank inspections and other bulk inspections. The VSP MCSU also has 15 troopers certified to conduct Level VI Inspections.

Virginia State Police Motor Carrier Safety Troopers are and will continue to be permanently assigned to one of the seven (7) Safety Division area offices shown above. These assignments are and will continue to be made based on proximity to those areas of the state having the highest volumes of CMV traffic, however, it should be noted that these assignments are made in a fashion which allow for the flexibility to reallocate manpower when the need arises or when special circumstances dictate a reallocation.

When VSP MCSU troopers are not engaged in assisting troopers assigned to the VSP Bureau of Field Operations with CMV-related investigations or incidents, are not participating in preplanned CMV outreach activities, are not engaged in concentrated enforcement initiatives, or are not participating in special CMV enforcement projects, he/she is expected to patrol his/her assigned duty post in an efficient and effective manner. Additionally, while on patrol, each VSP MCSU trooper is expected to conduct CMV roadside inspections and is expected to enforce both federal and state CMV statutes and regulations within their assigned duty post. It is also expected that these efforts are to be deployed to the areas which are most in need of such service. VSP MCSU plans hold (2) port check initiatives that will address human trafficking, human smuggling, and drug interdiction in conjunction with CMV inspections. In addition VSP MCSU plans to incorporate our BFO Troopers in other initiatives across the Commonwealth of Virginia to focus on human trafficking in conjunction with CMV inspections. VSP MCSU Troopers will make an extra effort during roadside inspections to use the FMCSA portal to verify the driver is not prohibited through DACH. Motor Carrier Safety Unit troopers alternate between working day and evening shift and are required to work some holidays. The overnight hours are typically handled with an on-call-system.

The VSP MCSU's operational capabilities and effectiveness is and will continue to be augmented by an additional 35 troopers which are stationed throughout the seven (7) VSP field divisions. These troopers have received NAS Part A and Part B training and are authorized to conduct Level II inspections. While these troopers are certified to conduct roadside inspections, they are not assigned to the Motor Carrier Safety Unit and their motor carrier duties are a small portion of their overall duties, which are primarily patrol duties. These troopers typically work a rotating shift, covering all three standard work shifts and typically work most weekends and most holidays. None of their salaries are paid for through MCSAP funds with the exception of overtime that is related to motor carrier specific projects and the cost attributed to the MCSAP grant are for required motor carrier specific equipment.

"Update for FY 2025"

VSP entered a Memorandum of Understanding with our sub-recipient (DMV) to maximize the utilization of commercial vehicle, driver and cargo inspection resources to avoid duplication of effort, to expand the number of inspections performed, to advance uniformity of inspections, and to minimize delays and schedules incurred by industry inherent to this type of enforcement activity. The agreement was finalized and signed on March 22, 2024 and was put into effect. DMV did not begin performing inspections under the agreement until July 1, 2024 due to training employees on SafeSpect. For clarification, DMV does not receive funds from VSP, specifically for performing inspections.

DATA REVIEW AND ANALYSIS

This section provides a holistic view of the VSP MCSU's roadside inspection program activities from 2017 through 2021. The following table lists and illustrates the trends associated with each type of roadside inspection conducted in Virginia during the reporting period.

During the reporting period, the VSP MCSU conducted a **total** of **148,414** roadside inspections with an **average** yearly rate of **29,682.8** and is **treanding steadily (considering COVID)**. During the reporting period, "**Level 1: Full inspections**," accounted for **47.56%** of the total amount of roadside inspections conducted by the VSP MCSU, which is well above the 25% inspection rate for these types of inspections suggested¹ to be done by FMCSA. The data also shows that the average frequency of "**Level 3: Driver Only**" inspections during the reporting period **exceeds** the FMCSA suggested¹ rate of 33%.

MONITORING PLAN

The VSP MCSU will continue, as it has in the past to monitor the number and types of roadside inspections its members conduct through routine monitoring of Safetynet's reporting system. More, specifically, as these statistics become available, they are entered into a master spreadsheet which generates tables, which in turn provides semi-real-time feedback and which allows for incremental adjustments to the VSP motor carrier enforcement models and strategies being deployed so as to make the best and most appropriate use of MCSAP resources.

Leadership will continue to monitor agency reporting requirements, which dictate that these statistics are collected, analyzed and disseminated to the agencies' "Office of Performance Management and Internal Controls," which is an independent arm of the Virginia State Police and which reports only to the Superintendent's Office. Nevertheless, this data is used for evaluation and accountability purposes and to make, through the dissemination of various open publications, this agencies' work product available to the public. One such document is the annually released Virginia State Police Facts and Figures Report.² This document is used by leadership in the VSP MCSU to gauge the unit's efforts in regards to the number and types of inspections being conducted by its members and to ensure that the unit is meeting its benchmarks with respect to the number and types of activities being conducted on a quarterly basis.

Finally, the VSP MCSU enjoys a strong and productive relationship with the FMCSA DA's office and leadership of the VSP MCSU routinely meets with the DA and or his staff to discuss the components associated with managing and administering the MCSAP Grant in Virginia.

These meetings provide useful feedback, which serves to both track the VSP MCSU's productivity with respect to the various operational components of Virginia's overall motor carrier safety program.

¹United States Department of Transportation, Federal Motor Carrier Safety Administration, *Motor Carrier Safety Assistance Program - Grant Comprehensive Policy*, Version 3.1, Washington DC: March 2018

²<https://vsp.virginia.gov/about-us/annual-report/>, August 9, 2022, S.D. Gobble.

Projected Goals for FY 2023 - 2025

Instructions for Projected Goals:

Complete the following tables in this section indicating the number of inspections that the State anticipates conducting during Fiscal Years 2023 - 2025. For FY 2025, 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: VIRGINIA DEPARTMENT OF STATE POLICE

Enter the total number of certified personnel in the Lead agency: 110

Projected Goals for FY 2025 - Roadside Inspections					
Inspection Level	Non-Hazmat	Hazmat	Passenger	Total	Percentage by Level
Level 1: Full	8250	1877	31	10158	30.78%
Level 2: Walk-Around	10349	448	33	10830	32.82%
Level 3: Driver-Only	11400	0	24	11424	34.62%
Level 4: Special Inspections	4	0	0	4	0.01%
Level 5: Vehicle-Only	307	20	256	583	1.77%
Level 6: Radioactive Materials	0	1	0	1	0.00%
Sub-Total Lead Agency	30310	2346	344	33000	

MCSAP subrecipient agency

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

VIRGINIA DEPARTMENT OF
Subrecipient is: MOTOR VEHICLES

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

Projected Goals for FY 2025 - Subrecipients					
Inspection Level	Non-Hazmat	Hazmat	Passenger	Total	Percentage by Level
Level 1: Full				0	%
Level 1: Full				0	%
Level 2: Walk-Around				0	%
Level 2: Walk-Around				0	%
Level 3: Driver-Only				0	%
Level 3: Driver-Only				0	%
Level 4: Special Inspections				0	%
Level 4: Special Inspections				0	%
Level 5: Vehicle-Only				0	%
Level 5: Vehicle-Only				0	%
Level 6: Radioactive Materials				0	%
Level 6: Radioactive Materials				0	%
Sub-Total Subrecipients	0	0	0	0	

Non-Funded Agencies

Total number of agencies:	1
Enter the total number of non-funded certified officers:	6
Enter the total number of inspections projected for FY 2025:	744

Summary

Projected Goals for FY 2025 - Roadside Inspections Summary

Projected Goals for FY 2025 Summary for All Agencies					
MCSAP Lead Agency: VIRGINIA DEPARTMENT OF STATE POLICE					
# certified personnel: 110					
Subrecipient Agencies: VIRGINIA DEPARTMENT OF MOTOR VEHICLES					
# certified personnel: 0					
Number of Non-Funded Agencies: 1					
# certified personnel: 6					
# projected inspections: 744					
Inspection Level	Non-Hazmat	Hazmat	Passenger	Total	Percentage by Level
Level 1: Full	8250	1877	31	10158	30.78%
Level 2: Walk-Around	10349	448	33	10830	32.82%
Level 3: Driver-Only	11400	0	24	11424	34.62%
Level 4: Special Inspections	4	0	0	4	0.01%
Level 5: Vehicle-Only	307	20	256	583	1.77%
Level 6: Radioactive Materials	0	1	0	1	0.00%
Total MCSAP Lead Agency & Subrecipients	30310	2346	344	33000	

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.

Please note that the number and type of roadside inspections conducted by "non-funded" agencies are not tracked due to the fact that the "non-funded" agencies conducting roadside inspections in Virginia do not have access to upload inspection results to FMCSA.

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

Projected Goals for FY 2024 Roadside Inspections	Lead Agency	Subrecipients	Non-Funded	Total
Enter total number of projected inspections	33000	0	0	33000
Enter total number of certified personnel	110	0	0	110
Projected Goals for FY 2025 Roadside Inspections				
Enter total number of projected inspections	33000	0	0	33000
Enter total number of certified personnel	110	0	0	110

Part 2 Section 4 - Investigations

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

- ☐ Yes, the information in this section must be updated. I understand that I must include the heading "Update for FY 2025" before adding my changes in the narrative section and then click "Save" to save the changes.
- ☐ No, the information in this section remains valid for the upcoming fiscal year and no updates are necessary. If no is selected, this section will not be open for editing.

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

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

Trend Analysis for 2017 - 2021

Investigative Types - Interstate	2017	2018	2019	2020	2021
Compliance Investigations	4	0	0	0	0
Cargo Tank Facility Reviews	0	0	0	0	0
Non-Rated Reviews (Excludes CSA & SCR)	0	0	0	0	0
CSA Off-Site	0	0	4	0	1
CSA On-Site Focused/Focused CR	13	10	20	0	0
CSA On-Site Comprehensive	0	1	1	0	3
Total Investigations	17	11	25	0	4
Total Security Contact Reviews	1	0	0	0	0
Total Terminal Investigations	0	0	0	0	0

Investigative Types - Intrastate	2017	2018	2019	2020	2021
Compliance Investigations	0	0	0	0	0
Cargo Tank Facility Reviews	0	0	0	0	0
Non-Rated Reviews (Excludes CSA & SCR)	0	0	0	0	0
CSA Off-Site	0	0	0	0	0
CSA On-Site Focused/Focused CR	0	0	0	0	0
CSA On-Site Comprehensive	0	0	0	0	0
Total Investigations	0	0	0	0	0
Total Security Contact Reviews	0	0	0	0	0
Total Terminal Investigations	0	0	0	0	0

Narrative Overview for FY 2023 - 2025**Instructions:**

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

Projected Goals for FY 2023 - 2025

Complete the table below indicating the number of investigations that the State anticipates conducting during FY 2023 - 2025.

Projected Goals for FY 2023 - 2025 - Investigations						
Investigation Type	FY 2023		FY 2024		FY 2025	
	Interstate	Intrastate	Interstate	Intrastate	Interstate	Intrastate
Compliance Investigations	0	0	0	0	0	0
Cargo Tank Facility Reviews	0	0	0	0	0	0
Non-Rated Reviews (Excludes CSA & SCR)	0	0	0	0	0	0
CSA Off-Site	0	0	0	0	0	0
CSA On-Site Focused/Focused CR	9	0	9	0	9	0
CSA On-Site Comprehensive	9	0	9	0	9	0
Total Investigations	18	0	18	0	18	0
Total Security Contact Reviews	0	0	0	0	0	0
Total Terminal Investigations	0	0	0	0	0	0

Add additional information as necessary to describe the carrier investigation estimates.

See "Program Activities" below.

Program Activities: Describe components of the State's carrier investigation activities. Include the number of personnel participating in this activity.

**MOTOR CARRIER INVESTIGATIONS
VIRGINIA STATE POLICE**

DATA REVIEW AND ANALYSIS

It should be noted that the VSP MCSU has two (2) troopers certified and authorized to conduct motor carrier investigations. We are tentatively scheduling one additional VSP MCSU trooper to conduct compliance investigations.

The data for the reporting period (2017 - 2021), shown in the Trend Analysis table above details the reduction due to COVID during 2020 and 2021.

VSP MCSU performs interstate compliance investigations as assigned by FMCSA based on risk analysis.

Performance Measurements and Monitoring: Describe all measures the State will use to monitor progress toward the annual goals. Further, describe how the State measures qualitative components of its carrier investigation program, as well as outputs.

The VSP MCSU will continue, as it has in the past to monitor the number and types of compliance investigations its members conduct through routine monitoring of FMCSA indices. As these statistics become available, they are entered into a master spreadsheet which generates tables, which in turn provides semi-real-time feedback and which allows for incremental adjustments to the VSP motor carrier enforcement models and strategies being deployed so as to make the best and most appropriate use of MCSAP resources.

Leadership will continue to monitor agency reporting requirements, which dictate that these statistics are collected, analyzed and disseminated to the agencies' "Office of Performance Management and Internal Controls," which is an independent arm of the Virginia State Police and which reports only to the Superintendent's Office. Nevertheless, this data is used for evaluation and accountability purposes and to make, through the dissemination of various open publications, this agencies' work product available to the public. One such document is the annually released *Virginia State Police Facts and Figures Report* (previously cited within this plan). This document is used by leadership in the VSP MCSU to gauge the unit's efforts in regards to the number and types of compliance investigations being conducted

by its members and to ensure that the unit is meeting its benchmarks with respect to the number and types of activities being conducted on a quarterly basis.

Finally, it should be noted that VSP MCSU enjoys a strong and productive relationship with the FMCSA DA's office and leadership of the VSP MCSU routinely meets with the DA and or his staff to discuss the components associated with managing and administering the MCSAP Grant in Virginia. These meetings provide useful feedback, which serves to both track the VSP MCSU's productivity with respect to the various operational components of Virginia's overall motor carrier safety program.

Part 2 Section 5 - Traffic Enforcement

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

- ☐ Yes, the information in this section must be updated. I understand that I must include the heading "Update for FY 2025" before adding my changes in the narrative section and then click "Save" to save the changes.
- ☐ No, the information in this section remains valid for the upcoming fiscal year and no updates are necessary. If no is selected, this section will not be open for editing.

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

Trend Analysis for 2017 - 2021

Instructions:

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

1. Insert the beginning and end dates of the measurement period being used, (e.g., calendar year, Federal fiscal year, State fiscal year or any consistent 12-month period for which data is available).
2. Insert the total number CMV traffic enforcement stops with an inspection, CMV traffic enforcement stops without an inspection, and non-CMV stops in the tables below.
3. Insert the total number of written warnings and citations issued during the measurement period. The number of warnings and citations are combined in the last column.

State/Territory Defined Measurement Period (Include 5 Periods)		Number of Documented CMV Traffic Enforcement Stops with an Inspection	Number of Citations and Warnings Issued
Begin Date	End Date		
01/01/2021	12/31/2021	3493	2871
01/31/2020	12/31/2020	2828	2172
01/01/2019	12/31/2019	5237	3432
01/01/2018	12/31/2018	4202	3340
01/01/2017	12/31/2017	4169	4381

☒ 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.

See discussion below on Narrative Overview for FY 2023

Narrative Overview for FY 2023 - 2025

Instructions:

Describe the State's proposed level of effort (number of personnel) to implement a statewide CMV (in conjunction with and without an inspection) and/or non-CMV traffic enforcement program. If the State conducts CMV and/or non-CMV traffic enforcement activities only in support of the overall crash reduction goal, describe how the State allocates traffic enforcement resources. Please include number of officers, times of day and days of the week, specific corridors or general activity zones, etc. Traffic enforcement activities should include officers who are not assigned to a dedicated commercial vehicle enforcement unit, but who conduct eligible commercial vehicle/driver enforcement activities. If the State conducts non-CMV traffic enforcement activities, the State must conduct these activities in accordance with the [MCSAP Comprehensive Policy](#).

Virginia State Police Motor Carrier Safety Unit Traffic Enforcement Overview

LEVEL OF EFFORT

It is anticipated that the VSP MCSU will have 35 "patrol troopers" certified to conduct Level II inspections. It is also anticipated that the VSP MCSU will have 58 troopers, seven (7) sergeants, to conduct Level I inspections, all of which are also certified to conduct hazardous materials inspections, cargo tank inspections and other bulk packaging inspections. It is further anticipated that the VSP MCSU will have 16 troopers certified to conduct Level VI inspections. It should be noted that these numbers may fluctuate over the course of the reporting period due to unanticipated changes to staffing levels due to retirements, promotions, transfers, etc.

Virginia State Police Motor Carrier Safety Troopers are and will continue to be permanently assigned to one of the seven (7) Safety Division area offices shown above. These assignments are and will continue to be made based on proximity to those areas of the state having the highest volumes of CMV traffic, however, it should be noted that these assignments are made in a fashion which allows for the flexibility to reallocate manpower when the need arises or when special circumstances dictate a reallocation.

When VSP MCSU troopers are not engaged in assisting troopers assigned to the VSP Bureau of Field Operations with CMV-related investigations or incidents, are not participating in preplanned CMV outreach activities, are not engaged in concentrated enforcement initiatives, or are not participating in special CMV enforcement projects, he/she is expected to patrol his/her assigned duty post in an efficient and effective manner. Additionally, while on patrol, each VSP MCSU trooper is expected to conduct CMV roadside inspections and is expected to enforce both federal and state CMV statutes and regulations within their assigned duty post. **"Update for FY24" All certified motor carrier inspectors have been trained in the proper documentation of the prohibited driver status and all inspections will check for prohibited drivers.** It is expected that these efforts are to be deployed to the areas which are most in need of such service. Motor Carrier Safety Unit troopers alternate between working day and evening shift and are required to work some holidays. The overnight hours are typically handled with an on-call-system.

The VSP MCSU's operational capabilities and effectiveness is and will continue to be augmented by an additional 35 troopers which are stationed throughout the seven (7) VSP field divisions. These troopers have received NAS Part A and Part B training and are authorized to conduct Level II inspections. While these troopers are certified to conduct roadside inspections, they are not assigned to the Motor Carrier Safety Unit and their motor carrier duties are a small portion of their overall duties, which are primarily patrol duties. These troopers typically work a rotating shift, covering all three standard work shifts and typically work most weekends and most holidays. None of their salaries are paid for through MCSAP funds and the only cost attributed to the MCSAP grant are for required motor carrier specific equipment.

DATA ANALYSIS

The Virginia Motor Carrier Safety Unit does not conduct enforcement activities on CMVs without an inspection.

The data table and graphs below detail the Virginia State Police Motor Carrier Safety Unit's efforts with respect to two (2) overall categories. The first is in regards to the number of enforcement stops initiated which were accompanied by an inspection and the second pertains to non-CMV enforcement stops initiated by VSP MCSU troopers during the reporting period (2017 - 2021). The data also details the number of citations and warnings issued for each type of enforcement activity.

With respect to the Trend Analysis table above, from 2017-2019 there was a steady increase in both CMV Traffic Enforcement stops with inspection and number of citations and warnings. In regards to 2020 the numbers declined due to

COVID. In 2021 the numbers have began to steadily increase.

Projected Goals for FY 2023 - 2025

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

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

			Performance Goals		
Yes	No	Traffic Enforcement Activities	FY 2023	FY 2024	FY 2025
☒	☐	CMV with Inspection	4000	4200	4400
☒	☐	CMV Non-Inspection	400	450	500
☒	☐	Non-CMV	500	550	600
☒	☐	Comprehensive and high visibility in high risk locations and corridors (special enforcement details)	200	200	200

In order to be eligible to utilize Federal funding for Non-CMV traffic enforcement, States must maintain an average number of safety activities which include the number of roadside inspections (including border inspections, if applicable), carrier investigations, new entrant safety audits, and CMV non-inspection traffic enforcements conducted in the State for Fiscal Years 2014 and 2015. The table below displays the information you input into this CVSP from those respective sections. The sum of your planned activities must equal or exceed the average number of 2014/2015 activities to be eligible to utilize Federal funding for Non-CMV traffic enforcement.

FY 2025 Planned Safety Activities					
Inspections	Investigations	New Entrant Safety Audits	CMV Non-Inspection Traffic Enforcement	Sum of FY 2025 Activities	Average 2014/15 Activities
33744	18	1103	500	35365	34108

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

The VSP MCSU will continue, as it has in the past, to monitor traffic enforcement efforts conducted by its members through routine monitoring of several key reporting system. "Update for FY24" We have increased the number of certified patrol troopers by 15 to increase the number of CMV stops with inspections to achieve the 15% cumulative goal. We purchased 14 covert vehicles to be used for traffic enforcement on CMV's without inspections and Non-CMV's. These will be utilized in on going projects to include all BFO Troopers. These efforts will be focusing in high visibility in high risk locations (work zones) and high crash corridors. As these statistics become available, they are entered into a master spreadsheet which generates tables, which in turn provides semi-real-time feedback and which allows for incremental adjustments to the VSP motor carrier enforcement models and strategies being deployed so as to make the best and most appropriate use of MCSAP resources. Leadership will also continue to monitor agency reporting requirements, which dictate that these statistics are collected, analyzed and disseminated to the agencies' "Office of Performance Management and Internal Controls," which is an independent arm of the Virginia State Police and which reports only to the Superintendent's Office. Nevertheless, this data is used for evaluation and accountability purposes and to make, through the dissemination of various open publications, this agencies' work product available to the public. One such document is the annually released Virginia State Police Facts and Figures Report. This document is used by leadership in the VSP MCSU to gauge the unit's efforts in regards to the enforcement efforts being conducted by its members and to ensure that the unit is meeting its benchmarks with respect to the number and types of activities being conducted on a quarterly basis. Finally, the VSP MCSU enjoys a strong and productive relationship with the FMCSA DA's office and leadership of the VSP MCSU routinely meets with the DA and or his staff to discuss the components associated with managing and administering the MCSAP Grant in Virginia. These meetings provide useful feedback, which serves to both track the VSP MCSU's productivity with respect to the various operational components of Virginia's overall motor carrier safety program.

Part 2 Section 6 - Safety Technology

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

- ☒ Yes, the information in this section must be updated. I understand that I must include the heading "Update for FY 2025" before adding my changes in the narrative section and then click "Save" to save the changes.
- ☐ No, the information in this section remains valid for the upcoming fiscal year and no updates are necessary. If no is selected, this section will not be open for editing.

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

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

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

Innovative Technology Deployment (ITD)

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

With the enhanced funding provided to each State as part of the Infrastructure Investment and Jobs Act (IIJA), certain technologies may be funded by MCSAP if certain criteria outlined below are met.

The technology:

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

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

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

Performance and Registration Information Systems Management (PRISM)

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

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

Safety Technology Compliance Status

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

Technology Program	Current Compliance Level	Include O & M Costs?
ITD	Core ITD Compliant	Yes
PRISM	Enhanced Participation	Yes

Available data sources:

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

Enter the agency name responsible for ITD in the State: Virginia Department of Motor Vehicles

Enter the agency name responsible for PRISM in the State: Virginia Department of Motor Vehicles

Narrative Overview for FY 2023 - 2025

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

I.T.D. AND P.R.I.S.M. STATUS COMMONWEALTH OF VIRGINIA

The Virginia Department of Motor Vehicles manages and administers all P.R.I.S.M. program-related activities through a sub-MCSAP grant awarded through the Virginia State Police. Nevertheless, with respect to P.R.I.S.M. compliance, the Commonwealth of Virginia has achieved, as cited below, "enhanced participation" and as such has the authority to deny reincarnated carriers, has the authority to deny suspected reincarnated carriers and is reporting, through appropriate channels to FMCSA, suspected reincarnated carriers.

Over the years, the VSP MCSU has been in the position to make significant investments to its information technology (IT) structures and systems. Consequently, Virginia is currently classified, as cited below, as "core compliant" in regards to information technology deployment; participates in the nationwide e-screening enrollment programs;² uploads credentialing data to the FMCSA's *Safety and Fitness Electronic Records System*;² and has implemented E-Credentialing.² Additionally, the VP Max along with state and local partners have made significant gains with respect to configuring their respective IT systems in a fashion that renders them compatible with FMCSA IT platforms and processes. These enhancements in connectivity and compatibility have most certainly contributed to strengthening core MCSAP program management functions, specifically, functions related to planning, organizing, staffing, directing, coordinating, and budgeting and has translated to safer highways in Virginia and nationwide.

Leadership in the Virginia State Police Motor Carrier Safety Unit certainly appreciates the value of and is committed to growing, in a responsible and prudent fashion, Virginia's motor carrier "innovative technology deployment" initiative beyond mere compliance and is committed to the deployment of intelligent transportation system applications for commercial motor vehicle operations, commercial drivers, and carrier-specific information systems and networks in Virginia. It is anticipated that such investments will ultimately contribute to raising both the aggregate levels of safety and motor carriers and commercial vehicles operating in and through the Commonwealth of Virginia.

¹U.S. Department of Transportation, Federal Motor Carrier Safety Administration, *Prism State Vehicle Registration Connectivity*, January 2022: <https://www.fmcsa.dot.gov/information-systems/prism/states-using-prism>, August 9, 2022, S.D. Gobble

²U.S. Department of Transportation, Federal Motor Carrier Safety Administration, *I.T.D. Deployment Status*, November 2021: <https://www.fmcsa.dot.gov/information-systems/itd/itd-deployment-status>, August 9, 2022, S.D. Gobble.

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

"Update FY 2025"

See attached revised Virginia DMV Sub Grantee Package.

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

Quarterly PRISM Reports will be submitted as required to ensure continued eligibility for MCSAP.

In addition, see attached Virginia DMV Sub Grantee Package.

Part 2 Section 7 - Public Education and Outreach

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

- ☐ Yes, the information in this section must be updated. I understand that I must include the heading "Update for FY 2025" before adding my changes in the narrative section and then click "Save" to save the changes.
- ☐ No, the information in this section remains valid for the upcoming fiscal year and no updates are necessary. If no is selected, this section will not be open for editing.

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

Trend Analysis for 2017 - 2021

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

Public Education and Outreach Activities	2017	2018	2019	2020	2021
Carrier Safety Talks	202	391	256	119	111
CMV Safety Belt Education and Outreach	31	58	15	31	58
State Trucking Association Meetings	20	36	24	20	36
State-Sponsored Outreach Events	7	11	8	7	11
Local Educational Safety Events	19	34	23	19	34
Teen Safety Events	14	27	12	14	27

Narrative Overview for FY 2023 - 2025

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

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

PUBLIC EDUCATION AND OUTREACH NARRATIVE OVERVIEW FOR FY 2018 COMMONWEALTH OF VIRGINIA

DATA REVIEW AND ANALYSIS

The Trend Analysis table above details the Virginia State Police Motor Carrier Safety Unit's public education and outreach activities (hereinafter referred to as outreach activities) for the reporting period 2017 through 2021. Over the course of this reporting period, the VSP MCSU has averaged 216 outreach activities per year. It should be noted that in 2020 and 2021 the numbers were trending downward due to COVID.

"Update for FY 2024"

In support of the National Roadway Safety Strategy (NRSS), Virginia will concentrate on the safe system approach by incorporating safer people, safer vehicles, safer speed, safer roads, and post crash care by addressing passenger transportation, human trafficking awareness, hazardous materials transportation, work zone safety, and share the road safety initiatives. Emphasis will continue to be placed on engaging in the above-listed public out reach activities. Based on the data above, efforts will be engaged in to facilitate an increase in the frequency of "state sponsored outreach activities" and "teen safety events."

During the upcoming reporting period, it is anticipated that the VSP MCSAP will have 58 troopers, seven (7) sergeants, one (1) first sergeant, and one (1) lieutenant engaged in public outreach activities throughout the seven service regions shown above. When VSP MCSU troopers are not engaged in assisting troopers assigned to the VSP Bureau of Field Operations with CMV-related investigations or incidents, are not participating in preplanned CMV are not patrolling their assigned duty posts, are not engaged in concentrated enforcement initiatives, or are not participating in special CMV enforcement projects, he/she is expected to be engaging the public via the aforementioned activities and through daily interaction with both CMV drivers/operators through their routine daily interactions.

Projected Goals for FY 2023 - 2025

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

			Performance Goals		
Yes	No	Activity Type	FY 2023	FY 2024	FY 2025
☒	☐	Carrier Safety Talks	150	150	150
☒	☐	CMV Safety Belt Education and Outreach	15	15	15
☒	☐	State Trucking Association Meetings	15	15	15
☒	☐	State-Sponsored Outreach Events	20	20	20
☒	☐	Local Educational Safety Events	17	17	17
☒	☐	Teen Safety Events	11	11	11

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.

Public Education and Outreach Measurements and Monitoring Commonwealth Of Virginia

The VSP MCSU will continue, as it has in the past to monitor the number and types of public outreach activities its members conduct through routine monitoring of various VSP indices. More, specifically, as these statistics become available, they are entered into a master spreadsheet which generates tables, which in turn provides semi-real-time feedback and which allows for incremental adjustments to the VSP motor carrier enforcement models and strategies being deployed so as to make the best and most appropriate use of MCSAP resources.

Leadership will continue to monitor agency reporting requirements, which dictate that these statistics are collected, analyzed and disseminated to the agencies' "Office of Performance Management and Internal Controls," which is an independent arm of the Virginia State Police and which reports only to the Superintendent's Office. Nevertheless, this data is used for evaluation and accountability purposes and to make, through the dissemination of various open publications, this agencies' work product available to the public. One such document is the annually released Virginia State Police Facts and Figures Report, which is previously cited within this document. Nevertheless this document is used by leadership in the VSP MCSU to gage the unit's efforts in regards to the number and types of inspections being conducted by its members and to ensure that the unit is meeting its benchmarks with respect to the number and types of activities being conducted on a quarterly basis.

Finally, the VSP MCSU enjoys a strong and productive relationship with the FMCSA DA's office and leadership of the VSP MCSU routinely meets with the DA and or his staff to discuss the components associated with managing and administering the MCSAP Grant in Virginia. These meetings provide useful feedback, which serves to both track the VSP MCSU's productivity with respect to the various operational components of Virginia's overall motor carrier safety program.

Part 2 Section 8 - State Safety Data Quality (SSDQ)

Please review your State's SSDQ compliance levels and Narrative Overview and identify if changes are needed for the upcoming fiscal year. Do changes need to be made on this page for the upcoming fiscal year? Note: Before selecting "yes," make sure there are changes to be made as once selected, this answer cannot be changed.

- ☐ Yes, the information in this section must be updated. I understand that I must include the heading "Update for FY 2025" before adding my changes in the narrative section and then click "Save" to save the changes.
- ☐ No, the information in this section remains valid for the upcoming fiscal year and no updates are necessary. If no is selected, this section will not be open for editing.

MCSAP lead agencies are allowed to use MCSAP funds for Operations and Maintenance (O&M) costs associated with State Safety Data Quality (SSDQ) requirements to ensure the State meets accuracy, completeness and timeliness measures regarding motor carrier safety data and participates in the national data correction system (DataQs). All O&M expenses for SSDQ must be included and described both in this section and in the appropriate section of the Financial Information in Part 4.

SSDQ 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, select Yes. These expenses must be included 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.).

Data Quality Program	Current Compliance Level	Include O & M Costs?
SSDQ Performance	Good	Yes

Available data sources:

- [FMCSA SSDQ website](#)
- [FMCSA DataQs website](#)

Enter the agency name responsible for Data Quality: Virginia Department of State Police

Enter the agency or agencies name responsible for DataQs: Virginia Department of State Police

Enter the agency name responsible for the Crash Data Repository: Virginia Department of Motor Vehicles

In the table below, use the drop-down menus to indicate the State's current rating within each of the State Safety Data Quality categories, and the State's goal for FY 2023 - 2025.

SSDQ Measure	Current SSDQ Rating	Goal for FY 2023	Goal for FY 2024	Goal for FY 2025
Crash Record Completeness	Good	Good	Good	Good
Crash VIN Accuracy	Good	Good	Good	Good
Fatal Crash Completeness	Good	Good	Good	Good
Crash Timeliness	Fair	Good	Good	Good
Crash Accuracy	Good	Good	Good	Good
Crash Consistency	No Flag	No Flag	No Flag	No Flag
Inspection Record Completeness	Good	Good	Good	Good
Inspection VIN Accuracy	Good	Good	Good	Good
Inspection Timeliness	Good	Good	Good	Good
Inspection Accuracy	Good	Good	Good	Good

Enter the date of the A & I Online data snapshot used for the "Current SSDQ Rating" column.

<https://ai.fmcsa.dot.gov/DataQuality/StateOverall.aspx>, August 4, 2022, S. D. Gobble.

Narrative Overview for FY 2023 - 2025

Problem Statement Narrative: Describe any issues encountered for all SSDQ measures not rated as "Good/Green" in the Current SSDQ Rating category column above (i.e., problems encountered, obstacles overcome, lessons learned, etc.).

The State is "Good" in all categories, with the exception of Crash Timeliness.

Virginia DMV is the repository for all crash reports processed by the state of Virginia. Based on a computer server connectivity disruption that halted the electronic processing and submission of Virginia's qualified CMV revised crashes to SafetyNet and subsequently to FMCSA's Motor Carrier Management Information System. The revised crash records that were impacted by the disruption were dated from January 2021 through July 2021.

Virginia began experiencing issues with its Traffic Records Electronic Database System (TREDS) being unable to electronically process and submit CMV qualifying revised crash records in January 2021. The TREDS technology team contacted the agency that hosts and manages DMV's servers. Please note that the TREDS technology team does not have direct access to the computer servers which contributed to the length of time required to identify the problem.

On August 2, 2021, the server connectivity issue was corrected. On August 3, 2021, Virginia began to electronically process and submit 479 CMV qualifying revised crash records to SafetyNet.

The server connectivity issue resulted in 311 of the 479 revised crash records being over 90 days, significantly lowering Virginia's overall crash timeliness rating to 35% for the upload month of August 2021. This alarming and uncharacteristically low rate placed Virginia in non-compliance falling just two percentage points short of the 90% threshold required by FMCSA.

From November of 2021 to June of 2022 the rating has been green, and we are continuing to work towards a "Good" rating for the remainder of the grant period.

Effective September 30, 2022 VSP is now in the "Green" for all categories of the SSDQ measures.

Program Activities FY 2023 - 2025: Describe activities that will be taken to achieve or maintain a "Good" (Green) rating in all measures including the overall SSDQ rating. Include a description of all O&M costs for SSDQ.

As a corrective action, the Virginia team has developed a plan to address this server connectivity issue if it should occur in the future. If Virginia is awarded State System Data Quality (SSDQ) funding, the TREDS technology team will create a SafetyNet Dashboard on the TREDS platform. This will provide us with a new tracking resource in addition to the SSDQ website. This TREDS/Safetynet dashboard will provide timely electronic measures/ratings based on crash records submitted from TREDS to FMCSA within 90 days. This data will be tracked weekly and staff will be electronically notified if qualifying crash records are not processed in intervals of 30, 45, 60 days into the 90 day threshold. This will alert staff early in the process of reports not being submitted and allow them sufficient time to address the cause. Additionally, the TREDS/Safetynet dashboard will provide system impact analysis for the Virginia team to review and monitor processing efforts on a more timely and consistent basis.

This plan includes DMV submitting crashes two times a week for processing by VSP.

Program Activities FY 2023 - 2025: Describe how your State provides resources to conduct DataQs operations within your State, and how elevated/appeals requests are handled.

The VSP program support technician position receives the initial DataQ request and forwards it to the Troopers immediate supervisor. The supervisor will make corrections as needed and reach out to the carriers as needed. If the DataQ is not resolved at that level is it forwarded to the First Sergeant for review and if needed forwarded to FMCSA.

Performance Measurements and Monitoring: Describe all performance measures that will be used to monitor data quality and DataQs performance and include how the State will conduct ongoing monitoring of progress in addition to quarterly SF-PPR reporting.

State Safety Data Quality
Measurements and Monitoring
Commonwealth of Virginia

The VSP MCSU will continue to monitor the above indicies to ensure timely and accurate submission of MCSAP data and to ensure incremental adjustments to the VSP motor carrier enforcement models and strategies being deployed so that MCSAP resources are being deployed in the most efficient manner possible. Additionally, it should be noted that the VSP MCSU enjoys a strong and productive relationship with the FMCSA DA's office and leadership of the VSP MCSU routinely meets with the DA and or his staff to discuss the components associated with managing and administering the MCSAP Grant in Virginia. These meetings provide useful feedback, which serves to both track the VSP MCSU's productivity with respect to the various operational components of Virginia's overall motor carrier safety program.

Part 2 Section 9 - New Entrant Safety Audits

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

- ☐ Yes, the information in this section must be updated. I understand that I must include the heading "Update for FY 2025" before adding my changes in the narrative section and then click "Save" to save the changes.
- ☐ No, the information in this section remains valid for the upcoming fiscal year and no updates are necessary. If no is selected, this section will not be open for editing.

States must conduct interstate New Entrant safety audits in order to participate in the MCSAP ([49 CFR 350.207](#).) A State may conduct intrastate New Entrant safety audits at the State's discretion if the intrastate safety audits do not negatively impact their interstate new entrant program. The Trend Analysis area is only open for editing during Year 1 of a 3-year plan. This data is not editable during Years 2 and 3.

For the purpose of this section:

- **Onsite safety audits** are conducted at the carrier's principal place of business.
- **Offsite safety audit** is a desktop review of a single New Entrant motor carrier's basic safety management controls and can be conducted from any location other than a motor carrier's place of business. Offsite audits are conducted by States that have completed the FMCSA New Entrant training for offsite audits.
- **Group audits** are neither an onsite nor offsite audit. Group audits are conducted on multiple carriers at an alternative location (i.e., hotel, border inspection station, State office, etc.).

Note: A State or a third party may conduct New Entrant safety audits. If a State authorizes a third party to conduct safety audits on its behalf, the State must verify the quality of the work conducted and remains solely responsible for the management and oversight of the New Entrant activities.

Yes	No	Question
☒	☐	Does your State conduct Offsite safety audits in the New Entrant Web System (NEWS)? NEWS is the online system that carriers selected for an Offsite Safety Audit use to submit requested documents to FMCSA. Safety Auditors use this same system to review documents and communicate with the carrier about the Offsite Safety Audit.
☒	☐	Does your State conduct Group safety audits at non principal place of business locations?
☐	☒	Does your State intend to conduct intrastate safety audits and claim the expenses for reimbursement, state match, and/or Maintenance of Effort on the MCSAP Grant?

Trend Analysis for 2017 - 2021

In the table below, provide the number of New Entrant safety audits conducted in the past 5 years.

New Entrant Safety Audits	2017	2018	2019	2020	2021
Interstate	890	867	961	964	999
Intrastate	0	0	0	0	0
Total Audits	890	867	961	964	999

Note: Intrastate safety audits will not be reflected in any FMCSA data systems—totals must be derived from State data sources.

Narrative Overview for FY 2023 - 2025

Enter the agency name conducting New Entrant activities, if other than the Lead MCSAP Agency:

Please complete the information below by entering data from the NEWS Dashboard regarding Safety Audits in your State. Data Source: [New Entrant website \(NEWS\)](#)

Date information retrieved from NEWS Dashboard to complete eCVSP	08/04/2022
Total Number of New Entrant Carriers in NEWS (Unassigned and Assigned)	2124
Current Number of Past Dues	7

Program Goal: Reduce the number and severity of crashes, injuries, and fatalities involving commercial motor vehicles by reviewing interstate new entrant carriers. At the State's discretion, intrastate motor carriers are reviewed to ensure they have effective safety management programs.

Program Objective: Meet the statutory time limit for processing and completing interstate safety audits of 120 days for Motor Carriers of Passengers and 12 months for all other Motor Carriers.

Projected Goals for FY 2023 - 2025

Summarize projected New Entrant safety audit activities in the table below.

Projected Goals for FY 2023 - 2025 - New Entrant Safety Audits						
	FY 2023		FY 2024		FY 2025	
Number of Safety Audits/Non-Audit Resolutions	Interstate	Intrastate	Interstate	Intrastate	Interstate	Intrastate
# of Safety Audits (Onsite)	100	0	100	0	100	0
# of Safety Audits (Offsite)	1000	0	1000	0	1000	0
# Group Audits	3	0	3	0	3	0
TOTAL Safety Audits	1103	0	1103	0	1103	0
# of Non-Audit Resolutions	750	0	750	0	750	0

Strategies: Describe the strategies that will be utilized to meet the program objective above. Describe how the State will reduce past due Safety Audits. Provide any challenges or impediments foreseen that may prevent successful completion of the objective.

NEW ENTRANT AUDITS VIRGINIA STATE POLICE MOTOR CARRIER UNIT

DATA REVIEW AND ANALYSIS

The Virginia State Police does not conduct Intrastate New Entrant Audits.

The data above in the Trend Analysis table details the number of Interstate **New Entrant Safety Audits** the Virginia State Police Motor Carrier Unit has conducted over the reporting period, 2017 - 2021. During the reporting period, New Entrant auditors conducted 4,681 audits and is continuing to trend upwards.

OBJECTIVE

The leadership and members of the Virginia State Police Motor Carrier Unit realize that while New Entrant Audits, occasionally, serve to ferret out potential bad actors, more often, they serve as an educational component which presents as "teachable moments" for those companies just starting out as motor carriers. It is certainly recognized that this educational process can serve to provide potential and perhaps even fledgling motor carriers, with information that can and, in fact, prevents miss-steps that could ultimately result in severe safety violations and or serious regulatory violations.

Therefore, simply stated, in regards to this very important MCSAP program, the VSP MCSU's objective is to continue to conduct quality New Entrant audits of the types and at the levels outlined below and to do so with an emphasis on the educational component of the process while maintaining an eye towards expanding the program down the road to possibly include greater numbers of these audits and to include group audits.

Activity Plan for FY 2023 - 2025: Include a description of the activities proposed to help achieve the objectives. If group audits are planned, include an estimate of the number of group audits.

Currently there are ten (10) certified part-time civilian new entrant auditors working in the Motor Carrier Safety Unit along with one full-time analyst who coordinates these audits. In addition, three (3) troopers are certified to conduct new entrant audits. In addition, group audits may be utilized to assist with the increase of safety audits across the Commonwealth. Currently a minimum of three group audits are planned and will be adjusted as needed due to number of New Entrants. Group audits on average result in approximately 110 completed safety audits and 200 resolutions. This would increase the number to 1400 completed safety audits per year.

Performance Measurement Plan: Describe how you will measure progress toward meeting the objective, such as quantifiable and measurable outputs (staffing, work hours, carrier contacts, inspections, etc.). The measure must include specific benchmarks to be reported on in the quarterly progress report, or as annual outputs.

PERFORMANCE MEASUREMENT PLAN

Staffing levels and man hours worked will certainly continue to be monitored as they pertain to the New Entrant Program, however, the performance measures will, as it has been in the past, continue to be the frequency and rate at which the New Entrant Inspections are conducted in total. The rate of incidence will be monitored routinely and will continue to be reported on/in the quarterly progress reports.

Part 3 - National Emphasis Areas and State Specific Objectives

Part 3 Section 1 - Overview

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

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

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

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

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

- ☐ Yes, the information in this section must be updated. I understand that I must include the heading "Update for FY 2025" before adding my changes in the narrative section and then click "Save" to save the changes.
- ☐ No, the information in this section remains valid for the upcoming fiscal year and no updates are necessary. If no is selected, this section will not be open for editing.

Instructions:

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

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

Your State's FY 2023 Federal IH and UNSAT/UNFIT OOS Catch Rate percentage: 100.00%

Data Source: Last completed fiscal year, FMCSA Motor Carrier Management Information System (MCMIS) and the Safety and Fitness Electronic Records (SAFER) as of 04/26/2024

Check this box if:

☐ As evidenced by the data provided by FMCSA, the State identifies at least 85 percent of carriers operating under a Federal IH or UNSAT/UNFIT OOS order during roadside enforcement activities and will not establish a specific reduction goal. However, the State will maintain effective enforcement of Federal OOS orders during roadside inspections and traffic enforcement activities.

Narrative Overview for FY 2023 - 2025

Project Goal: Increase the IM and UNSAT/UNFIT OOS catch rate percentage to meet the FMCSA threshold of at least 85 percent.

Projected Goals for FY 2023 - 2025: Enter a description of the State's performance goals.

Fiscal Year	Goal (%)
2023	85
2024	85
2025	85

"Update FY24" We've provided training to all certified motor carrier inspectors to identify and properly document all carriers operating under and out of service order, concentrating on the IM and UNSAT/UNFIT carriers.

A current review of A&I for IM and UNSAT/UNFIT OOS catch rate shows 100%.

Program Activities for FY 2023 - 2025: Describe policies, procedures, and/or technology that will be utilized to identify OOS carriers at roadside. Include how you will conduct quality assurance oversight to ensure that inspectors are effectively identifying OOS carriers and preventing them from operating.

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.

Part 3 Section 3 - Passenger Carrier Enforcement

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

- ☐ Yes, the information in this section must be updated. I understand that I must include the heading "Update for FY 2025" before adding my changes in the narrative section and then click "Save" to save the changes.
- ☐ No, the information in this section remains valid for the upcoming fiscal year and no updates are necessary. If no is selected, this section will not be open for editing.

Instructions:

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

Check this box if:

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

Part 3 Section 4 - State Specific Objectives – Past

No updates are required for this section.

Instructions:

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

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

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

Part 3 Section 5 - State Specific Objectives – Future

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

- ☐ Yes, the information in this section must be updated. I understand that I must include the heading "Update for FY 2025" before adding my changes in the narrative section and then click "Save" to save the changes.
- ☐ No, the information in this section remains valid for the upcoming fiscal year and no updates are necessary. If no is selected, this section will not be open for editing.

Instructions:

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

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

State Objective #1

Enter the title of your State-Identified Objective.

"Update for FY 2024" Interstate 81 Initiatives

Narrative Overview for FY 2023 - 2025

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

Interstate 81 has been identified as a high crash corridor running North/South that transverses the entire Commonwealth of Virginia. Below is the data that was compiled and provided by VTTI in which VSP is currently working with on a High Priority Grant (FM-MHP-0667-22). Crashes that occurred on I-81 between 2020 and 2022 (three years): All vehicles: 2020: 2,243 Fatal: 26 Serious Injury: 107 2021: 2,598 Fatal: 28 Serious Injury: 143 2022: 2,887 Fatal: 26 Serious Injury: 138 Total Crashes: 7,728 Total Fatal: 80 Total Serious Injury: 388 Involving large vehicles: 2020: 790 Fatal: 21 Serious Injury: 44 2021: 834 Fatal: 13 Serious Injury: 51 2022: 1,042 Fatal: 17 Serious Injury: 59 Total Crashes: 2,666 Total Fatal: 51 Total Serious Injury: 154 Not involving large vehicles: 2020: 1,453 Fatal: 5 Serious Injury: 63 2021: 1,764 Fatal: 15 Serious Injury: 92 2022: 1,845 Fatal: 9 Serious Injury: 79 Total Crashes: 5,062 Total Fatal: 29 Total Serious Injury: 234

Projected Goals for FY 2023 - 2025:

Enter performance goal.

Reduce fatal and serious injury crashes along Interstate 81.

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

Virginia State Police will conduct multiple five - day concentrated enforcement projects on Interstate 81. The project will focus on large trucks, buses, and passenger vehicles in and near them in special emphasis areas. The special emphasis areas will include high crash areas on Interstate 81, across the corridor to include the boundaries of Division II, Division III, Division IV and Division VI. The project will involve the MCSU troopers, supervisors, patrol troopers and area troopers working the Interstate 81 corridor.

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.

Data will be collected by each individual for each project conducted and compiled onto a data collection format that was provided by FMCSA. VSP will utilize VTTI to help in determining the effectiveness of the projects by analyzing the data to evaluate the success the project is having on crash and serious injury rates. This information will be reported to FMCSA upon completion of the projects.

Part 4 - Financial Information

Part 4 Section 1 - Overview

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

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

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

Instructions

The Spending Plan should include costs for FY 2025 only. This applies to States completing a multi-year CVSP or an Annual Update to their multi-year CVSP.

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

The following definitions describe Spending Plan terminology.

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

On Screen Messages

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

- Calculation of Federal and State Shares

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

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

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

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

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

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

- **MOE Expenditures**

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

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

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

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

- **Financial Summary**

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

The system will confirm that:

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

ESTIMATED Fiscal Year Funding Amounts for MCSAP			
	95% Federal Share	5% State Share	Total Estimated Funding
Total	\$11,227,399.00	\$590,916.00	\$11,818,315.00

Summary of MCSAP Funding Limitations	
Allowable amount for Lead MCSAP Agency Overtime without prior approval (15% of MCSAP Award Amount):	\$1,772,747.00
MOE Baseline:	\$963,517.21

Part 4 Section 2 - Personnel

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

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

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

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

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

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

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

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

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

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

Summary of MCSAP Funding Limitations

Allowable amount for Lead MCSAP Agency Overtime without prior approval (15% of MCSAP Award Amount):	\$1,772,747.00
---	----------------

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
Secretaries	6	0.0000	\$311,785.73	\$0.00	\$0.00	\$0.00	\$311,785.73
Troopers	6	100.0000	\$106,703.82	\$640,222.92	\$49,306.92	\$590,916.00	\$0.00
Captain	1	0.0000	\$178,728.36	\$0.00	\$0.00	\$0.00	\$178,728.36
Auditors/Investigators	14	100.0000	\$57,227.63	\$801,186.82	\$801,186.82	\$0.00	\$0.00
1st Sergeant	1	100.0000	\$130,200.24	\$130,200.24	\$130,200.24	\$0.00	\$0.00
Program Support Tech	1	100.0000	\$66,693.40	\$66,693.40	\$66,693.40	\$0.00	\$0.00
Sergeants	2	100.0000	\$141,718.48	\$283,436.96	\$283,436.96	\$0.00	\$0.00
Secretary	1	100.0000	\$58,629.15	\$58,629.15	\$58,629.15	\$0.00	\$0.00
Program Analyst Senior	1	100.0000	\$82,228.00	\$82,228.00	\$82,228.00	\$0.00	\$0.00
Agency Analyst	1	100.0000	\$59,835.77	\$59,835.77	\$59,835.77	\$0.00	\$0.00
Troopers	28	100.0000	\$108,283.80	\$3,031,946.40	\$3,031,946.40	\$0.00	\$0.00
MC Assistance	1	100.0000	\$45,000.00	\$45,000.00	\$45,000.00	\$0.00	\$0.00
Troopers	24	0.0000	\$2,560,891.65	\$0.00	\$0.00	\$0.00	\$2,560,891.65
Sergeants	5	0.0000	\$597,257.13	\$0.00	\$0.00	\$0.00	\$597,257.13
Lieutenant	1	0.0000	\$155,841.46	\$0.00	\$0.00	\$0.00	\$155,841.46
Subtotal: Salary				\$5,199,379.66	\$4,608,463.66	\$590,916.00	\$3,804,504.33
Overtime Project Costs							
Port Check	45	100.0000	\$1,389.00	\$62,505.00	\$62,505.00	\$0.00	\$0.00
Concentrated Checks	45	100.0000	\$1,389.00	\$62,505.00	\$62,505.00	\$0.00	\$0.00
Troopers	50	100.0000	\$2,249.90	\$112,495.00	\$112,495.00	\$0.00	\$0.00
BFO Patrol Troopers	50	100.0000	\$2,249.90	\$112,495.00	\$112,495.00	\$0.00	\$0.00
Subtotal: Overtime				\$350,000.00	\$350,000.00	\$0.00	\$0.00
TOTAL: Personnel				\$5,549,379.66	\$4,958,463.66	\$590,916.00	\$3,804,504.33
Accounting Method:	Cash						

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

Salary for each position is based on an average of the aggregate. Each position is as follows:

Auditors 44.02 hourly average x 1300 hours x 14.

Troopers 28 x 108,283.80 yearly average.

Sergeants 2 x 141,718.48 yearly average.

Secretary 1 x 58,629.15.

Program Support Tech 1 x 66,693.40.

1st Sergeant 1 x 130,200.24

Program Analyst Senior 1 x 82,228.00

Agency Analyst 1 x 59,835.77

Motor Carrier Assistant 1 x 45,000.00

Overtime amounts were estimated based off of previous project costs from past years. Overtime was calculated by dividing 224,990.00 by 50 troopers giving us 2,246.90 per trooper for both the Troopers and BFO Patrol Troopers

overtime. For concentrated checks and port checks overtime was calculated by 125,010.00 by 45 troopers giving us 1,389.00 per trooper. This totals to 350,000.00 in overtime funds. State police plans to do two Port Checks and multiple Concentrated Checks. State Police plans to incorporate BFO patrol troopers into the concentrated checks and special projects. The overtime required will be charged to MCSAP. The remainder is for emergency call outs, etc for all of the motor carrier troopers as well as Sergeants.

Auditors, Investigators, and Troopers conduct roadside inspections and/or audit records to insure fulfillment of the two MCSAP programs. Currently there are 10 civilian auditors with the plan to increase to 14.

1st Sergeant oversees the Sergeants in the field who oversee the troopers. He also monitors the auditors and investigators.

The secretary carries out normal duties for the Sergeants in the field.

Program Analyst Senior oversees all accounting of the grants and ensures all reporting goals are met.

Agency Management Analyst assists the auditors and assigns audits in MCMIS. She also assists the Program Analyst Senior.

Program Support Tech handles all related activity required by Safety Net. Supplies statistics to help guide upper management in overseeing the program.

The Motor Carrier Assistant position will be an administrative position that will assist the Program Support Tech, Agency Management Analyst, and Program Analyst with routine filing, special projects (i.e data collection, group audits, inspections certifications), grant accounting assistance and other secretarial duties that may be required at the motor carrier headquarters office.

MOE expenses are as follows:

Sergeants salary: $119,451.43 \times 5$ sergeants= 597,257.13

Secretaries salary: $51,964.29 \times 6$ secretaries= 311,785.73

Troopers salary: $106,703.62 \times 24$ troopers = 2,560,891.65

Part 4 Section 3 - Fringe Benefits

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

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

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

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

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

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

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

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

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

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

Fringe Benefits Project Costs							
Position(s)	Fringe Benefit Rate	% of Time on MCSAP Grant	Base Amount	Total Project Costs (Federal + State)	Federal Share	State Share	MOE
Auditors/Investigators	7.6500	100.0000	\$801,186.82	\$61,290.79	\$61,290.79	\$0.00	\$0.00
Troopers	65.5200	100.0000	\$3,031,946.40	\$1,986,531.28	\$1,986,531.28	\$0.00	\$0.00
Sergeants	65.5200	100.0000	\$283,436.96	\$185,707.89	\$185,707.89	\$0.00	\$0.00
Secretary	51.7200	100.0000	\$58,538.75	\$30,276.24	\$30,276.24	\$0.00	\$0.00
Program Support Tech	51.7200	100.0000	\$66,693.40	\$34,493.82	\$34,493.82	\$0.00	\$0.00
1st Sergeant	65.5200	100.0000	\$130,200.24	\$85,307.19	\$85,307.19	\$0.00	\$0.00
Program Analyst Senior	51.7200	100.0000	\$82,228.00	\$42,528.32	\$42,528.32	\$0.00	\$0.00
Agency Analyst	51.7200	100.0000	\$59,835.77	\$30,947.06	\$30,947.06	\$0.00	\$0.00
Motor Carrier Assistant	51.7200	100.0000	\$45,000.00	\$23,274.00	\$23,274.00	\$0.00	\$0.00
Overtime	7.6500	100.0000	\$350,000.00	\$26,775.00	\$26,775.00	\$0.00	\$0.00
Troopers	65.5200	0.0000	\$2,560,891.65	\$0.00	\$0.00	\$0.00	\$1,677,896.20
Sergeants	65.5200	0.0000	\$597,257.13	\$0.00	\$0.00	\$0.00	\$391,322.87
Lieutenant	65.5200	0.0000	\$155,841.46	\$0.00	\$0.00	\$0.00	\$102,107.32
Secretaries	51.7200	0.0000	\$298,803.78	\$0.00	\$0.00	\$0.00	\$145,105.96
Troopers	65.5200	0.0000	\$640,222.92	\$0.00	\$0.00	\$0.00	\$419,474.05
Captain	65.5200	0.0000	\$178,728.36	\$0.00	\$0.00	\$0.00	\$117,102.82
Meal Stipend - 28 Troopers and 2 Sergeants	100.0000	100.0000	\$15,000.00	\$15,000.00	\$15,000.00	\$0.00	\$0.00
TOTAL: Fringe Benefits				\$2,522,131.59	\$2,522,131.59	\$0.00	\$2,853,009.22

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

The fringe rates are as follows:

Civilian and Sworn personnel:	Group Life (rate x salary)	1.34%
	Retiree Health Ins. (rate x salary)	1.12%
	FICA (rate x salary)	7.65%
	Long Term Disability (rate x salary)	0.61%
	Deferred Compensation	0.48%
	Health Coverage	23.00%
	Civilian Retirement (rate x salary)	17.52%
	Sworn Retirement (rate x salary)	31.32%

The Auditors are wage positions and only FICA (7.65%) is calculated. The Sworn is based on the aggregate rate of 65.52%. The Civilian is based on the aggregate rate of 51.72%.

Non-exempt sworn employees receive a \$500 stipend for incidentals, to be paid semi-annually in installments of \$250. The semi-annual stipend will be processed at the beginning of the second quarter and the fourth quarter of each fiscal year. The incidental stipend may be used by non-exempt sworn employees as they deem appropriate. This is replacing the meal reimbursement that was issued to sworn employees on non-administrative duty that were permitted to request reimbursement for one meal per day not to exceed \$2.25. This is not included in the fringe benefit rate percentage and is listed as a separate line item at a flat rate.

Calculation: Sworn employees (28 Troopers & 2 Sergeants) 30 x 500.00 = 15,000.00

Overtime is FICA (7.65%) * 350,000.00 = 26,775.00

The same rates listed above apply to MOE Fringe.

Part 4 Section 4 - Travel

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

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

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

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

Travel Project Costs							
Purpose	# of Staff	# of Days	% of Time on MCSAP Grant	Total Project Costs (Federal + State)	Federal Share	State Share	MOE
Port Check and Concentrated Checks	90	7	100.0000	\$15,000.00	\$15,000.00	\$0.00	\$0.00
Operation Safe DRIVE	4	5	100.0000	\$8,000.00	\$8,000.00	\$0.00	\$0.00
Routine Training	3	3	100.0000	\$8,000.00	\$8,000.00	\$0.00	\$0.00
CVSA Annual Conference	5	3	100.0000	\$12,000.00	\$12,000.00	\$0.00	\$0.00
CVSA Data Quality Training	5	3	100.0000	\$8,000.00	\$8,000.00	\$0.00	\$0.00
NAIC	2	5	100.0000	\$2,000.00	\$2,000.00	\$0.00	\$0.00
CVSA Workshop	5	5	100.0000	\$12,000.00	\$12,000.00	\$0.00	\$0.00
COHMED	2	5	100.0000	\$2,000.00	\$2,000.00	\$0.00	\$0.00
MCSAP Planning Session	5	5	100.0000	\$12,000.00	\$12,000.00	\$0.00	\$0.00
Annual Inservice Training	58	5	100.0000	\$8,000.00	\$8,000.00	\$0.00	\$0.00
NAS Training	1	10	100.0000	\$1,500.00	\$1,500.00	\$0.00	\$0.00
Routine Travel for Audits	14	98	100.0000	\$2,000.00	\$2,000.00	\$0.00	\$0.00
Audit Training for new Auditors	2	5	100.0000	\$1,000.00	\$1,000.00	\$0.00	\$0.00
Compliance Investigator Training and travel	3	10	100.0000	\$3,000.00	\$3,000.00	\$0.00	\$0.00
UMASS Safety Summit	3	4	100.0000	\$5,500.00	\$5,500.00	\$0.00	\$0.00
Group Audit Travel	15	20	100.0000	\$30,000.00	\$30,000.00	\$0.00	\$0.00
Eastern Service Center Commanders Meeting	2	4	100.0000	\$3,000.00	\$3,000.00	\$0.00	\$0.00
TOTAL: Travel				\$133,000.00	\$133,000.00	\$0.00	\$0.00

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

All conference expenses include registration, airfare, lodging and per diem. Many of the training courses are held at the Virginia State Police Academy, therefore cost is minimal. Routine travel is for unrelated costs to conferences or training incurred by staff. All travel and training is to maintain certifications and review of updated regulations for all Motor Carrier Troopers. Figures are derived from a mean aggregate from past travel. Future travel is expected to be similar to past travel.

Annual in-service for all Motor Carrier troopers and local police departments to review regulations and maintain certifications in accordance with Federal Motor Carrier Regulation 49CFR.

We have participated in Operation Safe DRIVE and would like to attend the training. Operation Safe Drive is a high visibility, multi-agency, traffic enforcement effort on the Interstate System designed to eliminate traffic fatalities by reducing traffic crashes involving large trucks, buses and passenger vehicles.

Routine training will be used on an as needed basis for training of new civilian staff in need of new entrant or grant management training.

NAIC - NAIC was created to recognize inspectors and officers - the backbone of the commercial vehicle safety program in North America - and to promote uniformity of inspections through education ultimately ensuring a good quality MCSAP program

NAS Training - This is required training by FMCSA and will cover all expenses. This is in the event training is needed for a new hire and Virginia State Police is not conducting the training on site

Port Check and Concentrated checks and special projects are done throughout the year in different areas of the state where some of our staff would require lodging and per diem.

Compliance Investigator training and travel will be used to send troopers or other civilian investigators to be trained and certified to complete compliance investigations which is required by FMCSA.

Routine travel for audits will cover costs for our auditors to travel for audits that need to be completed on site rather than off site, costs include hotels and per diem. Travel for new auditors is needed when vacant auditor positions are filled and they need to travel for required training to become certified. These costs will include possible hotel costs and per diem.

Group Audit Travel will cover the costs of traveling for group audits that will be completed throughout the grant period.

The CVSA Annual Conference and Exhibition, provides the opportunity for government officials, enforcement and industry to gather together to affect meaningful changes to the overall culture of transportation safety throughout Canada, Mexico and the United States.

The CVSA Data Quality Training is system-wide training to state partners who report quality inspection and crash records to support FMCSA and state safety programs. It provides states with the skill-set and expertise needed to use FMCSA's software systems efficiently and effectively, helping FMCSA achieve its mission of saving lives and making our roadways safer.

The CVSA Workshop is designed to help government officials, enforcement and industry continue to advance commercial motor vehicle safety.

The COHMED Conference, presented by the Cooperative Hazardous Materials Enforcement Development (COHMED) Program, the COHMED Conference is a focused, one-of-a-kind event for individuals and organizations involved in the regulation, enforcement and safety of transporting hazardous materials and dangerous goods. It provides a unique opportunity for the hazmat community to present concerns and perspectives about enforcement of regulations.

The MCSAP Planning Session goes over all new things related to the MCSAP Grant as well as any other grant opportunities that are available through FMCSA. It provides updates to regulations as well as giving an overview to state partners of what is expected of them from FMCSA.

The UMASS Safety Summit is a conference held yearly that is to promote partnerships with law enforcement, universities, drivers, and licensing agencies, with the goal of sharing best practices across these disciplines to improve the commercial vehicle and commercial drivers license enforcement and licensing compliance in the Eastern service center area.

Eastern Service Center Commanders Meeting is a meeting that is going to be held annually to bring together all the states commanders and FMCSA division staff in the eastern service center to discuss best practices for crash reduction, and collaborate on projects to further the overall goal of the MCSAP Program.

Part 4 Section 5 - Equipment

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

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

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

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

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

Equipment Project Costs							
Item Name	# of Items	Full Cost per Item	% of Time on MCSAP Grant	Total Project Costs (Federal + State)	Federal Share	State Share	MOE
Whalen Light Packages	6	\$4,140.00	100	\$24,840.00	\$24,840.00	\$0.00	\$0.00
Vehicle Consoles	6	\$1,150.00	100	\$6,900.00	\$6,900.00	\$0.00	\$0.00
Vehicle Extendedbed	6	\$3,200.00	100	\$19,200.00	\$19,200.00	\$0.00	\$0.00
Vehicle Gun Rack	6	\$700.00	100	\$4,200.00	\$4,200.00	\$0.00	\$0.00
Vehicle Radio Equipment	6	\$800.00	100	\$4,800.00	\$4,800.00	\$0.00	\$0.00
Video Conference Equipment	1	\$5,000.00	100	\$5,000.00	\$5,000.00	\$0.00	\$0.00
License Plate Readers	1	\$10,859.00	100	\$10,859.00	\$10,859.00	\$0.00	\$0.00
Infrared Detection Equipment	1	\$19,520.00	100	\$19,520.00	\$19,520.00	\$0.00	\$0.00
Trooper SUV	6	\$57,327.00	100	\$343,962.00	\$343,962.00	\$0.00	\$0.00
New Vehicle for Auditors	1	\$25,000.00	100	\$25,000.00	\$25,000.00	\$0.00	\$0.00
Records Management System	1	\$25,000.00	100	\$25,000.00	\$25,000.00	\$0.00	\$0.00
TOTAL: Equipment				\$489,281.00	\$489,281.00	\$0.00	\$0.00
Equipment threshold is greater than \$5,000.							

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

The state requests 6 new SUV's to complete motor carrier safety inspections which will replace vehicles that have reached their useful life expectancy by the state's vehicle replacement policy. These vehicles will only be used for grant eligible purposes and are needed to fulfill activities proposed in the application. The cost for purchasing a vehicle is based on the State's current procurement contract. In addition there will be 2 cars as replacement vehicles for the new entrant civilian auditors or for new hired civilian auditors or investigators. These vehicles will also be used only for grant eligible purposes and are needed to fulfill activities proposed in the application.

Useful life ranges to calculate depreciation for automobiles, estimates useful life range is a minimum of 3 years and a maximum of 8 years. The Virginia State Police Manual states: Replacement of motor vehicles will be made on the basis of mileage, age, or condition. Special purpose vehicles to include SUV's shall be driven until it is not economically feasible to keep the vehicle in service. It is expected they will be driven for a minimum of 150,000 miles regardless of the number of years they have been in service.

License Plate Reader and Infrared Detection Equipment is for replacement purposes. Costs are based off of previous purchase prices. The Infrared Detection Equipment is used for brake imaging and fault detection. The LPRs are

utilized during daily routine patrol and during special projects to include (2) port checks annually. The total cost includes the cameras, antennas, cables, mounts, technical support, and licensing.

Whalen Light Packages, Extendobeds, and Gun Racks are required to install on all motor carrier vehicles. Since we will be ordering 6 vehicles we will need 6 packages. These are intended to uplift the SUV's and are not considered equipment.

Vehicle Consoles are installed on all supervisor vehicles. These are intended to uplift the SUV's and are not considered equipment.

Vehicle radio equipment is to purchase covert antennas and other radio equipment needed for covert vehicles. The covert vehicles are unmarked and has a low profile (disguised) antenna. They are utilized to combat aggressive driving of CMVs and with passenger vehicles in the vicinity of CMVs in high crash areas.

Video Conference equipment it to purchase camera and other devices for the conference room and training room to be able to participate in virtual meetings and training sessions. This equipment will be used for 100% MCSAP related meetings and training sessions.

Records Managemnet System - Planning to obtain a software that is used by the state police to help with the digitization of all files and the creation of electronic forms. This program is desired to standardize the procedures within the division. This benefits the state police by providing paper reduction, physical storage reduction, and allows for streamlining the reporting process of all motor carrier related activities. This will also allow for immediate access to reports and centralizing all motor carrier data to one location. This will give FMCSA immediate access to post crash/incident, hazmat reports, and all traffic enforcement activities.

Part 4 Section 6 - Supplies

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

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

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

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

Supplies Project Costs							
Item Name	# of Units/ Unit of Measurement	Cost per Unit	% of Time on MCSAP Grant	Total Project Costs (Federal + State)	Federal Share	State Share	MOE
Inspection Tools	100 each	\$50.00	100.0000	\$5,000.00	\$5,000.00	\$0.00	\$0.00
In-car printers/portable	1 each	\$450.00	100.0000	\$450.00	\$450.00	\$0.00	\$0.00
Radars	1 each	\$2,500.00	100.0000	\$2,500.00	\$2,500.00	\$0.00	\$0.00
Inverters	5 each	\$60.00	100.0000	\$300.00	\$300.00	\$0.00	\$0.00
Creeper	6 each	\$240.00	100.0000	\$1,440.00	\$1,440.00	\$0.00	\$0.00
Office supplies	200 each	\$20.00	100.0000	\$4,000.00	\$4,000.00	\$0.00	\$0.00
Thermal paper	120 case	\$87.00	100.0000	\$10,440.00	\$10,440.00	\$0.00	\$0.00
Led flashlights	20 each	\$120.00	100.0000	\$2,400.00	\$2,400.00	\$0.00	\$0.00
Fast fit gloves	135 each	\$20.00	100.0000	\$2,700.00	\$2,700.00	\$0.00	\$0.00
Ink Cartridges for printers	200 each	\$30.00	100.0000	\$6,000.00	\$6,000.00	\$0.00	\$0.00
Printers	4 each	\$225.00	100.0000	\$900.00	\$900.00	\$0.00	\$0.00
Monitors	3 each	\$150.00	100.0000	\$450.00	\$450.00	\$0.00	\$0.00
Office equipment	20 each	\$100.00	100.0000	\$2,000.00	\$2,000.00	\$0.00	\$0.00
Vehicle Printer Armrests	1 each	\$350.00	100.0000	\$350.00	\$350.00	\$0.00	\$0.00
TOTAL: Supplies				\$38,930.00	\$38,930.00	\$0.00	\$0.00

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

Thermal paper, which will be purchased from Daly computers, is required for the printers used by the troopers, auditors, and investigators while performing their motor carrier duties. Led flashlights, fast fit gloves, office supplies, ink cartridges will also be used by the above personnel and are housed in our warehouse from various vendors.

The printers, and monitors are requested for replacement purposes.

The Office/Training supplies and office equipment will be used by employee's who dedicate 100% of there time to motor carrier at our seven area offices and also at State Police headquarters.

Office Supplies and equipment to include:

Pens, paper, binders, staples, stapler, hole punch, file folders, labels, key boards, mouse, thumb drives, cables, dry erase boards, markers, and post-its.

The LED Flashlights are brighter, better quality, and the cost includes the replacement batteries and holsters. The requested items are utilized during post crash investigations and during routine CMV Inspections with limited lights.

Inspection tools to include but not limited to chamber mates, brake check tools and replacement soap stones, height check sticks, and air pressure gauges that are used to allow the inspectors to perform there jobs effectively.

The in-car/portable printers are specific portable printer that is used by all troopers for the purpose of printing inspections and other documents while on the road. These printers are the printers that require thermal paper.

Creepers are used by the troopers, auditors, and investigators as an aid to help in completing inspections.

Inverters, Radars, and vehicle armrests are replacement items.

Part 4 Section 7 - Contractual and Subaward

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

Contractual – A contract is a legal instrument by which a non-Federal entity purchases property or services needed to carry out the project or program under a Federal award ([2 CFR §200.1 Definitions](#)). All contracts issued under a Federal award must comply with the procurement standards described in [2 CFR §200.317](#), [2 CFR §200.318](#), and [Appendix II to Part 200](#).

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

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

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

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

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

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

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

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

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

Contractual and Subaward Project Costs							
Legal Name	UEI Number	Instrument Type	% of Time on MCSAP Grant	Total Project Costs (Federal + State)	Federal Share	State Share	MOE
Checkpoint Software Technologies	LKDTJYJEME67	Contract	100.0000	\$5,500.00	\$5,500.00	\$0.00	\$0.00
Description of Services: Software for MDT encryption							
Records Management System	DT8KJHZXVJH5	Contract	100.0000	\$25,000.00	\$25,000.00	\$0.00	\$0.00
Description of Services: Maintenance fees for electronic forms and files							
Virginia Dept. of Motor Vehicles	LHXKX5K8DBK8	Subrecipient	100.0000	\$1,036,030.00	\$1,036,030.00	\$0.00	\$0.00
Description of Services: Management of ITD/PRISM programs to include ITD O&M as detailed in the budget narrative							
Marketing		Contract	100.0000	\$200,000.00	\$200,000.00	\$0.00	\$0.00
Description of Services: Marketing							
Virginia Tech Transportation Institute	QDE5UHE5XD16	Contract	100.0000	\$125,000.00	\$125,000.00	\$0.00	\$0.00
Description of Services: Analysis and Research							
Vita	V48YCFMSZDW5	Contract	100.0000	\$21,000.00	\$21,000.00	\$0.00	\$0.00
Description of Services: Fee charged for maintaining our computers.							
Vita	V48YCFMSZDW5	Contract	100.0000	\$47,000.00	\$47,000.00	\$0.00	\$0.00
Description of Services: Monthly charges for Cell phone service							
Vita	V48YCFMSZDW5	Contract	100.0000	\$42,000.00	\$42,000.00	\$0.00	\$0.00
Description of Services: Vita monthly air cards and MiFi services							
Vita	V48YCFMSZDW5	Contract	100.0000	\$2,200.00	\$2,200.00	\$0.00	\$0.00
Description of Services: Laptop encryption fee							
Payroll Service Bureau	SN41W3MGWGV3	Contract	100.0000	\$8,200.00	\$8,200.00	\$0.00	\$0.00
Description of Services: yearly fee for doing payroll for MCSAP funded positions							
TOTAL: Contractual and Subaward				\$1,511,930.00	\$1,511,930.00	\$0.00	\$0.00

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

Sub-recipient:

Contract with Virginia Dept. of Motor Vehicles (DMV) for management of the PRISM AND ITD programs. DMV will be analyzing information in order to catch those who may be reincarnating a carrier. The overall goal of this project is to provide funding that will allow Virginia to continue to pay ITD and PRISM related fees and dues, to include membership dues and fees, as well as maintenance fees that cover hardware, software and any updates to the WIM, IRP, IFTA, PRISM, and CVIEW systems that are required by the federal government. This maintenance will allow Virginia to stay up to date and ITD and PRISM compliant.

Annual ITD/PRISM Membership Dues/Maintenance Fees

Project Activity	Planned Schedule
IRP Membership/Data Repository Fees and Dues	Annual
	Annual

IFTA Membership/Clearinghouse Fees and Dues	
ITD and PRISM vendor system maintenance/service fees (IRP, IFTA, CVIEW)	Monthly
WIM Maintenance Fees	Annual

Their budget is as follow:

Other Costs Budget Narrative		
Item Name	Program	Total Cost*
IRP Membership/Data Repository fees and dues	ITD	\$54,800.00
IFTA Membership/Clearinghouse fees and dues	ITD	\$17,000.00
Vendor system maintenance/service fees (IRP, IFTA, CVIEW) for ITD (e.g., transmitting T file data)	ITD	\$548,720.00
Vendor system maintenance/service fees (IRP) for PRISM (e.g., recording and maintaining OOS orders)	PRISM	
WIM Maintenance Fees	ITD	\$415,510.00
Total Budget for Sub Grant:		\$1,036,030.00
The costs of operations and maintenance/service fees for the PRISM and ITD programs are necessary for the ongoing production and support of systems.		

State police is mandated to contract with Virginia Information Technologies Agency (Vita) for the cost of Air Cards, Cell phones, laptop encryption, and internet service. In addition they charge a monthly fee for each computer in order to maintain and update them.

Payroll Service Bureau charges a yearly fee for handling the payroll for all Virginia State Police personnel. They also maintain each employee's payroll file.

Checkpoint Software Technologies is the the software used for encryption on the troopers MDT devices, which is required by FMCSA. It is renewed annually.

Marketing - VSP will utilize the marketing agency that is under state contract to provide all marketing and advertising for the agency. We will be partnering with them to come up with multiple campaigns that will address Human Trafficking awareness, work zone safety, and other motor carrier related campaigns.

Contract with institutions of higher learning (i.e. VTTI, historically black and minority colleges and universities, etc.) to perform analytical evaluation and comprehensive analysis of all crash records (TREDs, FARS, etc.). In addition to providing recommendations for our crash reduction plan, as well as provide assistance with preparation of all MCSAP grant applications.

Records Management System a software program that will be used throughout the State Police for records management and to help in the digitization of files and the creation of electronic forms. There will be regular maintenance fees and costs related to maintaining all motor carrier files to include but not limited to post crash inspections, training and accounting files as well as fees to make improvements to electronic forms related to motor carrier.

The State Police is in compliance with §200.317 (Procurements by State) and §200.318 (General Procurement Standards).

Part 4 Section 8 - Other Costs

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

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

Enter a description of each requested Other Cost.

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

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

Indirect Costs

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

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

Your State will claim reimbursement for Indirect Costs.

Indirect Costs					
Cost Basis	Approved Rate	Eligible Indirect Expenses	Total Indirect Costs	Federal Share	State Share
Other	15.49	\$9,721,531.25	\$1,505,865.19	\$1,505,865.19	\$0.00
TOTAL: Indirect Costs			\$1,505,865.19	\$1,505,865.19	\$0.00

Other Costs Project Costs							
Item Name	# of Units/ Unit of Measurement	Cost per Unit	% of Time on MCSAP Grant	Total Project Costs (Federal + State)	Federal Share	State Share	MOE
Car Repairs and Maintenance	15 each	\$363.00	100.0000	\$5,445.00	\$5,445.00	\$0.00	\$0.00
Regulation Books	325 each	\$72.00	100.0000	\$23,400.00	\$23,400.00	\$0.00	\$0.00
CVSA Decals	6 quarterly	\$2,110.00	100.0000	\$12,660.00	\$12,660.00	\$0.00	\$0.00
CVSA Membership subscription	1 each	\$15,800.00	100.0000	\$15,800.00	\$15,800.00	\$0.00	\$0.00
Smart Tag EZPass	14 each	\$35.00	100.0000	\$490.00	\$490.00	\$0.00	\$0.00
Vehicle Decals	6 each	\$1,000.00	100.0000	\$6,000.00	\$6,000.00	\$0.00	\$0.00
Shipping	12 monthly	\$50.00	100.0000	\$600.00	\$600.00	\$0.00	\$0.00
Adobe Professional	5 each	\$80.00	100.0000	\$400.00	\$400.00	\$0.00	\$0.00
Comcast	1 each	\$2,000.00	100.0000	\$2,000.00	\$2,000.00	\$0.00	\$0.00
TIMS Training	1 each	\$1,000.00	100.0000	\$1,000.00	\$1,000.00	\$0.00	\$0.00
TOTAL: Other Costs				\$67,795.00	\$67,795.00	\$0.00	\$0.00

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

The indirect cost rate that was approved for July 1, 2025 through June 30, 2026 is 15.49%.

Car repairs and maintenance is for the new entrant vehicles only.

Regulation books to include FMCSR regulations and Hazmat books, CVSA Decals and CVSA membership subscription are all items necessary to maintain a motor carrier unit.

Ez Pass Smart Tag - renewal of charges for 14 EZ passes for Auditor travel across the Commonwealth of Virginia in performance of Safety Audits.

Vehicle Decals are required to install on all motor carrier vehicles. Since we will be ordering 6 vehicles we will need 6 vehicle decal packages.

Shipping is for UPS service we use to ship supplies to the Auditors as well as to purchase stamps for USPS services.

Adobe Professional is required for all safety auditors and investigators as well as administrative staff to correctly perform the duties necessary for the job. The cost includes the licensing renewal fee which is renewed annually.

Comcast - State Police anticipates a monthly charge of approximately \$160.00 for internet service for our training facility. This number was derived based estimates given by VITA. Services will allow the training room access to connect to internet for training classes, presentations, and virtual meetings.

TIMS Training - Traffic Incident Management training for Sworn employees.

Part 4 Section 9 - Comprehensive Spending Plan

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

ESTIMATED Fiscal Year Funding Amounts for MCSAP			
	95% Federal Share	5% State Share	Total Estimated Funding
Total	\$11,227,399.00	\$590,916.00	\$11,818,315.00

Summary of MCSAP Funding Limitations	
Allowable amount for Lead MCSAP Agency Overtime without prior approval (15% of MCSAP Award Amount):	\$1,772,747.00
MOE Baseline:	\$963,517.21

Estimated Expenditures				
Personnel				
	Federal Share	State Share	Total Project Costs (Federal + Share)	MOE
Secretaries	\$0.00	\$0.00	\$0.00	\$311,785.73
Troopers	\$49,306.92	\$590,916.00	\$640,222.92	\$0.00
Captain	\$0.00	\$0.00	\$0.00	\$178,728.36
Auditors/Investigators	\$801,186.82	\$0.00	\$801,186.82	\$0.00
1st Sergeant	\$130,200.24	\$0.00	\$130,200.24	\$0.00
Program Support Tech	\$66,693.40	\$0.00	\$66,693.40	\$0.00
Sergeants	\$283,436.96	\$0.00	\$283,436.96	\$0.00
Secretary	\$58,629.15	\$0.00	\$58,629.15	\$0.00
Program Analyst Senior	\$82,228.00	\$0.00	\$82,228.00	\$0.00
Agency Analyst	\$59,835.77	\$0.00	\$59,835.77	\$0.00
Troopers	\$3,031,946.40	\$0.00	\$3,031,946.40	\$0.00
MC Assistance	\$45,000.00	\$0.00	\$45,000.00	\$0.00
Troopers	\$0.00	\$0.00	\$0.00	\$2,560,891.65
Sergeants	\$0.00	\$0.00	\$0.00	\$597,257.13
Lieutenant	\$0.00	\$0.00	\$0.00	\$155,841.46
Salary Subtotal	\$4,608,463.66	\$590,916.00	\$5,199,379.66	\$3,804,504.33
Port Check	\$62,505.00	\$0.00	\$62,505.00	\$0.00
Concentrated Checks	\$62,505.00	\$0.00	\$62,505.00	\$0.00
Troopers	\$112,495.00	\$0.00	\$112,495.00	\$0.00
BFO Patrol Troopers	\$112,495.00	\$0.00	\$112,495.00	\$0.00
Overtime subtotal	\$350,000.00	\$0.00	\$350,000.00	\$0.00
Personnel total	\$4,958,463.66	\$590,916.00	\$5,549,379.66	\$3,804,504.33

Fringe Benefits				
	Federal Share	State Share	Total Project Costs (Federal + State)	MOE
Auditors/Investigators	\$61,290.79	\$0.00	\$61,290.79	\$0.00
Troopers	\$1,986,531.28	\$0.00	\$1,986,531.28	\$0.00
Sergeants	\$185,707.89	\$0.00	\$185,707.89	\$0.00
Secretary	\$30,276.24	\$0.00	\$30,276.24	\$0.00
Program Support Tech	\$34,493.82	\$0.00	\$34,493.82	\$0.00
1st Sergeant	\$85,307.19	\$0.00	\$85,307.19	\$0.00
Program Analyst Senior	\$42,528.32	\$0.00	\$42,528.32	\$0.00
Agency Analyst	\$30,947.06	\$0.00	\$30,947.06	\$0.00
Motor Carrier Assistant	\$23,274.00	\$0.00	\$23,274.00	\$0.00
Overtime	\$26,775.00	\$0.00	\$26,775.00	\$0.00
Troopers	\$0.00	\$0.00	\$0.00	\$1,677,896.20
Sergeants	\$0.00	\$0.00	\$0.00	\$391,322.87
Lieutenant	\$0.00	\$0.00	\$0.00	\$102,107.32
Secretaries	\$0.00	\$0.00	\$0.00	\$145,105.96
Troopers	\$0.00	\$0.00	\$0.00	\$419,474.05
Captain	\$0.00	\$0.00	\$0.00	\$117,102.82
Meal Stipend - 28 Troopers and 2 Sergeants	\$15,000.00	\$0.00	\$15,000.00	\$0.00
Fringe Benefits total	\$2,522,131.59	\$0.00	\$2,522,131.59	\$2,853,009.22

Travel				
	Federal Share	State Share	Total Project Costs (Federal + State)	MOE
Port Check and Concentrated Checks	\$15,000.00	\$0.00	\$15,000.00	\$0.00
Operation Safe DRIVE	\$8,000.00	\$0.00	\$8,000.00	\$0.00
Routine Training	\$8,000.00	\$0.00	\$8,000.00	\$0.00
CVSA Annual Conference	\$12,000.00	\$0.00	\$12,000.00	\$0.00
CVSA Data Quality Training	\$8,000.00	\$0.00	\$8,000.00	\$0.00
NAIC	\$2,000.00	\$0.00	\$2,000.00	\$0.00
CVSA Workshop	\$12,000.00	\$0.00	\$12,000.00	\$0.00
COHMED	\$2,000.00	\$0.00	\$2,000.00	\$0.00
MCSAP Planning Session	\$12,000.00	\$0.00	\$12,000.00	\$0.00
Annual Inservice Training	\$8,000.00	\$0.00	\$8,000.00	\$0.00
NAS Training	\$1,500.00	\$0.00	\$1,500.00	\$0.00
Routine Travel for Audits	\$2,000.00	\$0.00	\$2,000.00	\$0.00
Audit Training for new Auditors	\$1,000.00	\$0.00	\$1,000.00	\$0.00
Compliance Investigator Training and travel	\$3,000.00	\$0.00	\$3,000.00	\$0.00
UMASS Safety Summit	\$5,500.00	\$0.00	\$5,500.00	\$0.00
Group Audit Travel	\$30,000.00	\$0.00	\$30,000.00	\$0.00
Eastern Service Center Commanders Meeting	\$3,000.00	\$0.00	\$3,000.00	\$0.00
Travel total	\$133,000.00	\$0.00	\$133,000.00	\$0.00

Equipment				
	Federal Share	State Share	Total Project Costs (Federal + State)	MOE
Whalen Light Packages	\$24,840.00	\$0.00	\$24,840.00	\$0.00
Vehicle Consoles	\$6,900.00	\$0.00	\$6,900.00	\$0.00
Vehicle Extendedbed	\$19,200.00	\$0.00	\$19,200.00	\$0.00
Vehicle Gun Rack	\$4,200.00	\$0.00	\$4,200.00	\$0.00
Vehicle Radio Equipment	\$4,800.00	\$0.00	\$4,800.00	\$0.00
Video Conference Equipment	\$5,000.00	\$0.00	\$5,000.00	\$0.00
License Plate Readers	\$10,859.00	\$0.00	\$10,859.00	\$0.00
Infrared Detection Equipment	\$19,520.00	\$0.00	\$19,520.00	\$0.00
Trooper SUV	\$343,962.00	\$0.00	\$343,962.00	\$0.00
New Vehicle for Auditors	\$25,000.00	\$0.00	\$25,000.00	\$0.00
Records Management System	\$25,000.00	\$0.00	\$25,000.00	\$0.00
Equipment total	\$489,281.00	\$0.00	\$489,281.00	\$0.00

Supplies				
	Federal Share	State Share	Total Project Costs (Federal + State)	MOE
Inspection Tools	\$5,000.00	\$0.00	\$5,000.00	\$0.00
In-car printers/portable	\$450.00	\$0.00	\$450.00	\$0.00
Radars	\$2,500.00	\$0.00	\$2,500.00	\$0.00
Inverters	\$300.00	\$0.00	\$300.00	\$0.00
Creeper	\$1,440.00	\$0.00	\$1,440.00	\$0.00
Office supplies	\$4,000.00	\$0.00	\$4,000.00	\$0.00
Thermal paper	\$10,440.00	\$0.00	\$10,440.00	\$0.00
Led flashlights	\$2,400.00	\$0.00	\$2,400.00	\$0.00
Fast fit gloves	\$2,700.00	\$0.00	\$2,700.00	\$0.00
Ink Cartridges for printers	\$6,000.00	\$0.00	\$6,000.00	\$0.00
Printers	\$900.00	\$0.00	\$900.00	\$0.00
Monitors	\$450.00	\$0.00	\$450.00	\$0.00
Office equipment	\$2,000.00	\$0.00	\$2,000.00	\$0.00
Vehicle Printer Armrests	\$350.00	\$0.00	\$350.00	\$0.00
Supplies total	\$38,930.00	\$0.00	\$38,930.00	\$0.00

Contractual and Subaward				
	Federal Share	State Share	Total Project Costs (Federal + State)	MOE
Checkpoint Software Technologies	\$5,500.00	\$0.00	\$5,500.00	\$0.00
Records Management System	\$25,000.00	\$0.00	\$25,000.00	\$0.00
Virginia Dept. of Motor Vehicles	\$1,036,030.00	\$0.00	\$1,036,030.00	\$0.00
Marketing	\$200,000.00	\$0.00	\$200,000.00	\$0.00
Virginia Tech Transportation Institute	\$125,000.00	\$0.00	\$125,000.00	\$0.00
Vita	\$21,000.00	\$0.00	\$21,000.00	\$0.00
Vita	\$47,000.00	\$0.00	\$47,000.00	\$0.00
Vita	\$42,000.00	\$0.00	\$42,000.00	\$0.00
Vita	\$2,200.00	\$0.00	\$2,200.00	\$0.00
Payroll Service Bureau	\$8,200.00	\$0.00	\$8,200.00	\$0.00
Contractual and Subaward total	\$1,511,930.00	\$0.00	\$1,511,930.00	\$0.00

Other Costs				
	Federal Share	State Share	Total Project Costs (Federal + State)	MOE
Car Repairs and Maintenance	\$5,445.00	\$0.00	\$5,445.00	\$0.00
Regulation Books	\$23,400.00	\$0.00	\$23,400.00	\$0.00
CVSA Decals	\$12,660.00	\$0.00	\$12,660.00	\$0.00
CVSA Membership subscription	\$15,800.00	\$0.00	\$15,800.00	\$0.00
Smart Tag EZPass	\$490.00	\$0.00	\$490.00	\$0.00
Vehicle Decals	\$6,000.00	\$0.00	\$6,000.00	\$0.00
Shipping	\$600.00	\$0.00	\$600.00	\$0.00
Adobe Professional	\$400.00	\$0.00	\$400.00	\$0.00
Comcast	\$2,000.00	\$0.00	\$2,000.00	\$0.00
TIMS Training	\$1,000.00	\$0.00	\$1,000.00	\$0.00
Other Costs total	\$67,795.00	\$0.00	\$67,795.00	\$0.00

Total Costs				
	Federal Share	State Share	Total Project Costs (Federal + State)	MOE
Subtotal for Direct Costs	\$9,721,531.25	\$590,916.00	\$10,312,447.25	\$6,657,513.55
Indirect Costs	\$1,505,865.19	\$0.00	\$1,505,865.19	NA
Total Costs Budgeted	\$11,227,396.44	\$590,916.00	\$11,818,312.44	\$6,657,513.55

Part 4 Section 10 - Financial Summary

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

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

ESTIMATED Fiscal Year Funding Amounts for MCSAP			
	95% Federal Share	5% State Share	Total Estimated Funding
Total	\$11,227,399.00	\$590,916.00	\$11,818,315.00

Summary of MCSAP Funding Limitations	
Allowable amount for Lead MCSAP Agency Overtime without prior approval (15% of MCSAP Award Amount):	\$1,772,747.00
MOE Baseline:	\$963,517.21

Estimated Expenditures				
	Federal Share	State Share	Total Project Costs (Federal + State)	Planned MOE Costs
;;;Salary Subtotal	\$4,608,463.66	\$590,916.00	\$5,199,379.66	\$3,804,504.33
;;;Overtime Subtotal	\$350,000.00	\$0.00	\$350,000.00	\$0.00
Personnel Total	\$4,958,463.66	\$590,916.00	\$5,549,379.66	\$3,804,504.33
Fringe Benefits Total	\$2,522,131.59	\$0.00	\$2,522,131.59	\$2,853,009.22
Travel Total	\$133,000.00	\$0.00	\$133,000.00	\$0.00
Equipment Total	\$489,281.00	\$0.00	\$489,281.00	\$0.00
Supplies Total	\$38,930.00	\$0.00	\$38,930.00	\$0.00
Contractual and Subaward Total	\$1,511,930.00	\$0.00	\$1,511,930.00	\$0.00
Other Costs Total	\$67,795.00	\$0.00	\$67,795.00	\$0.00
	95% Federal Share	5% State Share	Total Project Costs (Federal + State)	Planned MOE Costs
Subtotal for Direct Costs	\$9,721,531.25	\$590,916.00	\$10,312,447.25	\$6,657,513.55
Indirect Costs	\$1,505,865.19	\$0.00	\$1,505,865.19	NA
Total Costs Budgeted	\$11,227,396.44	\$590,916.00	\$11,818,312.44	\$6,657,513.55

Part 5 - Certifications and Documents
--

Part 5 Section 1 - Overview

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

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

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

Part 5 Section 2 - State Certification

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

1. What is the name of the person certifying the declaration for your State? Sean L. Stewart
2. What is this person's title? Safety Officer
3. Who is your Governor's highway safety representative? Gerald F. Lackey
4. What is this person's title? Commissioner

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

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

State Certification declaration:

I, Sean L. Stewart, Safety Officer, on behalf of the Commonwealth of VIRGINIA, as requested by the Administrator as a condition of approval of a grant under the authority of [49 U.S.C. § 31102](#), as amended, certify that the Commonwealth satisfies all the conditions required for MCSAP funding, as specifically detailed in [49 C.F.R. § 350.211](#).

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

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

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

1. What is the name of your certifying State official? Sean L. Stewart
2. What is the title of your certifying State official? Safety Officer
3. What are the phone # and email address of your State official? (804)278-5330 Sean.stewart@vsp.virginia.gov

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

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

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

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

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

The State will provide answers to the questions below regarding any new laws, regulations, or policy that impacts CMV safety since the last CVSP or annual update that was submitted.

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

☐ Yes ☒ No

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

☒ Yes ☐ No

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

Administrative and Policy Adoption		
Section Changed	Effective Date	Summary of Changes
19VAC30-20-80	10/01/2024	19VAC-20-80 - Effective October 1, 2024 - Department of State Police Motor Carrier Safety Regulations - https://law.lis.virginia.gov/admincode/title19/agency30/chapter20/section80/

**INDIRECT COST RATE AGREEMENT
STATE AGENCY**

Virginia Department of State Police
7700 Midlothian Turnpike
North Chesterfield, VA 23235

Date: February 6, 2024
AGREEMENT NO. 2025-01

The purpose of this Agreement is to establish indirect cost rates for use in awarding and managing Federal grants and other assistance agreements to which 2 CFR § 200 applies. This agreement is issued by the U.S. Department of Transportation, Federal Motor Carrier Safety Administration pursuant to the authority cited in Appendix IV of 2 CFR § 200.

This Agreement consists of four parts: Section I – Rates and Bases; Section II – Particulars. Section III – Special Remarks; and Section IV – Approvals.

Section I - Rate(s) and Base(s)

TYPE	Effective Period		Rate	Coverage		Applicability
	From	To		Base	Location	
<u>INDIRECT RATE</u>						
Fixed	07-01-19	06-30-20	9.85%	1/	All	All Programs
Fixed	07-01-20	06-30-21	12.09%	1/	All	All Programs
Fixed	07-01-21	06-30-22	10.70%	1/	All	All Programs
Fixed	07-01-22	06-30-23	9.29%	1/	All	All Programs
Fixed	07-01-23	06-30-24	10.37%	1/	All	All Programs
Fixed	07-01-24	06-30-25	10.51%	1/	All	All Programs

1/ Modified Total Direct Costs: total direct costs consisting of all direct salaries and wages, applicable fringe benefits, materials and supplies, services, travel, and up to the first \$25,000 of each subaward, exclusive of equipment, flow-through funds, and non-operating expenses.

TREATMENT OF FRINGE BENEFITS: Fringe benefits are specifically identified to each employee and charged individually as direct costs.

TREATMENT OF PAID ABSENCES: Vacation, holiday, sick leave pay, and other paid absences are included in salaries and wages and are claimed on grants, contracts, and other agreements as part of the normal cost for salaries and wages. Separate claims for the costs of these paid absences are not made.

INDIRECT COST RATE AGREEMENT
STATE AGENCY

ORGANIZATION: Virginia Department of State Police

Section II - Particulars

SCOPE: The indirect cost rate(s) contained herein are for use with grants and other financial assistance agreements awarded by the Federal Government to the **Virginia Department of State Police** which are subject to 2 CFR § 200.

LIMITATIONS: Application of the rate(s) contained in this Agreement is subject to any and all statutory or administrative limitations on the use of funds, and payment of costs hereunder is subject to the availability of appropriations applicable to a given contract, grant or other financial assistance agreement. Acceptance of the rate(s) agreed to herein is predicated on the conditions: (A) that no costs other than those incurred by **Virginia Department of State Police** are included in the indirect cost pools as finally accepted, and that such costs are legal obligations of the Organization and allowable under the governing cost principles; (B) that the same costs that have been treated as indirect costs are not claimed as direct costs; (C) that similar types of information which are provided by the Organization, and which were used as a basis for acceptance of rates agreed to herein, are not subsequently found to be materially incomplete or inaccurate; and (D) that similar types of costs have been accorded consistent accounting treatment.

ACCOUNTING CHANGES: Fixed or predetermined rates contained in this Agreement are based on the accounting system in effect at the time the Agreement was negotiated. When changes to the method of accounting for cost affect the amount of reimbursement resulting from the use of these rates, the changes will require the prior approval of the authorized representative of the cognizant negotiation agency. Such changes include, but are not limited to, changing a particular type of cost from an indirect to a direct charge. Failure to obtain such approval may result in subsequent cost disallowances.

FIXED RATE: The negotiated rate is based on an estimate of the costs which will be incurred during the period to which the rate applies. When the actual costs for such period have been determined, an adjustment will be made in a subsequent negotiation to compensate for the difference between the cost used to establish the fixed rate and the actual costs.

NOTIFICATION TO OTHER FEDERAL AGENCIES: Copies of this document may be provided to other Federal agencies as a means of notifying them of this agreement.

AUDIT: If a rate in this Agreement contains amounts from a cost allocation plan, future audit adjustments which affect this cost allocation plan will be compensated for during the rate approval process of a subsequent year.

INDIRECT COST RATE AGREEMENT
STATE AGENCY

ORGANIZATION: Virginia Department of State Police

Section III - Special Remarks

1. This Agreement is effective on the date of signature by the authorized representative of the Federal Government.
2. Questions regarding this Agreement should be directed to Mrs. Lisa Ensley by email at Lisa.Ensley@dot.gov, or by telephone at 240-927-0475.
3. Approval of the rate(s) contained herein does not establish acceptance of the Organization's total methodology for the computation of indirect cost rates for years other than the year(s) herein cited.

Section IV – Approvals

For the State Agency:

Virginia Department of State Police
7700 Midlothian Turnpike
North Chesterfield VA 23235



Signature

David M. Morrison

~~Todd G. Garrett~~

Name

Chief Financial Officer

~~Captain~~

Title

8 FEBRUARY 2024

Date

For the Federal Government:

U.S. Department of Transportation
Federal Motor Carrier Safety
Administration
1200 New Jersey Ave SE
Washington, DC 20590

Carrie A. Hug

Digitally signed by Carrie A. Hug
Date: 2024.02.07 12:14:39 -05'00'

Signature

Carrie A. Hug

Name

Chief Financial Officer

Title

Date

Department of Accounts

Payroll Bulletin

Calendar Year 2024

May 28, 2024

Volume 2024-08

In This Issue of the Payroll Bulletin.....

- ✓ **FY 25 Benefit/Deduction Rates**
- ✓ **FY 25 Healthcare Rates**

The Payroll Bulletin is published periodically to provide HCM agencies guidance regarding Commonwealth payroll operations. If you have any questions about the bulletin, please email payroll@doa.virginia.gov.

State Payroll Operations

Director

Cathy C McGill

Assistant Director

Carmelita Holmes

FY 25 Benefit/Deduction Rates

Introduction

This Payroll Bulletin provides information regarding benefit rates for Fiscal Year 2025. Please provide a copy of this bulletin to all appropriate personnel within your agency.

Flexible Benefit Admin Fee

The flexible spending account administrative fee (FLXFEE) remains at \$25.20 per year. This is an employee-paid, pre-tax fee withheld the first pay period of each month. The annual fee of \$25.20 is pro-rated based on the employee's number of pays (see fee schedule below).

Number of Pays	24	22	20	18
Fee Amount	\$2.10	\$2.29	\$2.52	\$2.80

Unless there is a change in the fee amount or an employee opts out of the FSA plan, the effective date of the fee will remain the same as originally entered.

Project number for Plan Year 2024-2025 is 0000125634 and will be available for use beginning 07/05/2024.

Deferred Comp and Annuity Cash Match

The maximum amount of Supplemental Plan cash match that may be made for eligible employees paid semi-monthly continues to be \$20 per pay period with a maximum of \$480 per year. Based on the number of pay periods, maximum deduction amounts per pay period are as follows:

Number of Pays	12	18	20	22	24
Max. Match Amt	\$40.00	\$26.67	\$24.00	\$21.82	\$20.00

Note: Hybrid employees contributing less than 4% voluntary contribution to the hybrid plan are not eligible for the cash match on either the Supplemental Plan or an annuity.

Optional Retirement Rates

The annual compensation limit for ORP's has changed for Plan Year 24/25 to the maximum dollar amount of \$345,000. The employer contribution rates are 10.4% and 8.5% for existing "Plan 1" and "Plan 2" participants, respectively. "Plan 2" participants continue to contribute 5% from pay.

The annual compensation limit for retirement contributions for the plan year that begins July 1, 2024, (checks dated 7/16/2024 – 7/01/2025) is \$345,000 for participants with membership dates on or after April 9, 1996. The maximum dollar amount is \$505,000 for employees who became plan members with any VRS-covered employer before April 9, 1996. Please provide DOA with a list of employees whose annual salary exceeds the maximums no later than **July 3** so proper goals can be established. Also, contact DOA if new employees with salaries that exceed the maximum are added during the year.

FY 25 Benefit/Deduction Rates, continued

VRS Retirement Rates

The maximum annual compensation for retirement contributions for the plan year that begins July 1, 2024, (checks dated 07/16/2024 – 07/01/2025) is \$345,000 for participants with membership dates on or after April 9, 1996. The maximum is \$505,000 for employees who became plan members with any VRS-covered employer before April 9, 1996. Please provide DOA with a list of employees whose annual salary exceeds the maximums no later than **July 3** so proper goals can be established. Also, contact DOA if new employees with salaries that exceed the maximum are added during the year.

DEFINED BENEFIT RETIREMENT RATE

	5011110	Amt Reported to VRS	Total Charged Agency
Retirement - Plan 1			
State Employees – Elected Officials	17.52%	17.52%	17.52%
State Employees – All Others	12.52%	17.52%	12.52%
State Police (SPORS)	31.32%	36.32%	31.32%
Judicial	35.67%	35.67%	35.67%
VaLORS	24.60%	29.60%	24.60%
Retirement – Plan 2			
State Employees	12.52%	17.52%	12.52%
State Police (SPORS)	31.32%	36.32%	31.32%
Judicial	30.67%	35.67%	30.67%
VaLORS	24.60%	29.60%	24.60%
Retirement – Hybrid			
State Employees	12.52%	16.52%	12.52%
Judicial	30.67%	34.67%	30.67%

DEFINED CONTRIBUTION RETIREMENT RATE

	5011660	Total Charged Agency
Hybrid Mandatory Employer Match	1.0%	1.0%
Hybrid Voluntary Employer Match	.5% - 2.5%	.5% - 2.5%

OTHER POST-EMPLOYMENT BENEFITS (OPEBS)

	5011140	Amt Reported to VRS	Total Charged Agency
Group Life Insurance	1.18%	1.18%	1.18%
Retiree Health Insurance Credit	5011160		
	1.12%	1.12%	1.12%
VSDP	5011170		
	0.50%	0.50%	0.50%

* 5% member-portion continues to be paid for Plan 1 elected officials and Judicial coverage by the employer. All other Plan 1 employees pay the member portion.

FY 25 Healthcare Rates

Healthcare Premium Schedules

On July 1, 2024, the new healthcare premiums specified in DHRM's Spotlight On Your Benefits Spring 2024 Open Enrollment Issue will take effect. All codes and rates for HCM processing are provided on the following pages. Rates are not reduced for Premium Rewards which are paid to employees separately.

Provider	Project Code And Task
COVA Care Basic (Includes basic dental)	AHI100 10
COVA Care Expanded Dental	AHI100 10
COVA Care Out-of-Network	AHI100 10
COVA Care Out-of-Network and Expanded Dental	AHI100 10
COVA Care Out-of-Network and Vision, Hearing and Expanded Dental	AHI100 10
COVA Care Vision, Hearing and Expanded Dental	AHI100 10
COVA HDHP (High Deductible Health Plan)	AHI300 10
COVA HDHP ED (High Deductible Health Plan Expanded Dental)	AHI300 10
COVA Health Aware Basic	AHI200 10
COVA HealthAware and Expanded Dental	AHI200 10
COVA HealthAware, Expanded Dental and Vision	AHI200 10
Kaiser Permanente HMO (Available in Northern Virginia Only)	AHI810 40
Sentara Health Plans HMO (Available in Hampton Roads/Eastern Shore only)	0000115265
TRICARE	AHI820 40

Healthcare premium changes will occur July 1, 2024 in HCM. If you have any questions about the schedules, contact Renee Ancarrow via e-mail at renee.ancarrow@doa.virginia.gov or (804) 225-2246.

COVA Care Basic (ACC0)**Employee Coverage Code****Semi-Monthly****Monthly**

	Employee	Agency	Total		Employee	Agency	Total
S - Employee Only	\$51.50	\$391.50	\$443.00		\$103.00	\$783.00	\$886.00
D - Employee Plus One	\$118.00	\$702.00	\$820.00		\$236.00	\$1,404.00	\$1,640.00
F - Family	\$161.50	\$1,028.00	\$1,189.50		\$323.00	\$2,056.00	\$2,379.00
O - Employee Only - Part Time	\$443.00	\$0.00	\$443.00		\$886.00	\$0.00	\$886.00
T - Employee Plus One - Part Time	\$820.00	\$0.00	\$820.00		\$1,640.00	\$0.00	\$1,640.00
M - Family - Part Time	\$1,189.50	\$0.00	\$1,189.50		\$2,379.00	\$0.00	\$2,379.00

COVA Care OON (ACC1)**Employee Coverage Code****Semi-Monthly****Monthly**

	Employee	Agency	Total		Employee	Agency	Total
S - Employee Only	\$62.00	\$391.50	\$453.50		\$124.00	\$783.00	\$907.00
D - Employee Plus One	\$137.50	\$702.00	\$839.50		\$275.00	\$1,404.00	\$1,679.00
F – Family	\$190.00	\$1,028.00	\$1,218.00		\$380.00	\$2,056.00	\$2,436.00
O - Employee Only - Part Time	\$453.50	\$0.00	\$453.50		\$907.00	\$0.00	\$907.00
T - Employee Plus One - Part Time	\$839.50	\$0.00	\$839.50		\$1,679.00	\$0.00	\$1,679.00
M - Family - Part Time	\$1,218.00	\$0.00	\$1,218.00		\$2,436.00	\$0.00	\$2,436.00

COVA Care ED (ACC2)**Employee Coverage Code****Semi-Monthly****Monthly**

	Employee	Agency	Total		Employee	Agency	Total
S - Employee Only	\$68.00	\$391.50	\$459.50		\$136.00	\$783.00	\$919.00
D - Employee Plus One	\$148.00	\$702.00	\$850.00		\$296.00	\$1,404.00	\$1,700.00
F – Family	\$205.50	\$1,028.00	\$1,233.50		\$411.00	\$2,056.00	\$2,467.00
O - Employee Only - Part Time	\$459.50	\$0.00	\$459.50		\$919.00	\$0.00	\$919.00
T - Employee Plus One - Part Time	\$850.00	\$0.00	\$850.00		\$1,700.00	\$0.00	\$1,700.00
M - Family - Part Time	\$1,233.50	\$0.00	\$1,233.50		\$2,467.00	\$0.00	\$2,467.00

COVA Care OON/ED (ACC3)**Employee Coverage Code****Semi-Monthly****Monthly**

	Employee	Agency	Total		Employee	Agency	Total
S - Employee Only	\$78.50	\$391.50	\$470.00		\$157.00	\$783.00	\$940.00
D - Employee Plus One	\$167.50	\$702.00	\$869.50		\$335.00	\$1,404.00	\$1,739.00
F - Family	\$234.00	\$1,028.00	\$1,262.00		\$468.00	\$2,056.00	\$2,524.00
O - Employee Only - Part Time	\$470.00	\$0.00	\$470.00		\$940.00	\$0.00	\$940.00
T - Employee Plus One - Part Time	\$869.50	\$0.00	\$869.50		\$1,739.00	\$0.00	\$1,739.00
M - Family - Part Time	\$1,262.00	\$0.00	\$1,262.00		\$2,524.00	\$0.00	\$2,524.00

COVA Care V/H/ED (ACC4)**Employee Coverage Code****Semi-Monthly****Monthly**

	Employee	Agency	Total		Employee	Agency	Total
S - Employee Only	\$78.00	\$391.50	\$469.50		\$156.00	\$783.00	\$939.00
D - Employee Plus One	\$166.50	\$702.00	\$868.50		\$333.00	\$1,404.00	\$1,737.00
F - Family	\$232.50	\$1,028.00	\$1,260.50		\$465.00	\$2,056.00	\$2,521.00
O - Employee Only - Part Time	\$469.50	\$0.00	\$469.50		\$939.00	\$0.00	\$939.00
T - Employee Plus One - Part Time	\$868.50	\$0.00	\$868.50		\$1,737.00	\$0.00	\$1,737.00
M - Family - Part Time	\$1,260.50	\$0.00	\$1,260.50		\$2,521.00	\$0.00	\$2,521.00

COVA Care FULL (ACC5)**Employee Coverage Code****Semi-Monthly****Monthly**

	Employee	Agency	Total		Employee	Agency	Total
S - Employee Only	\$88.50	\$391.50	\$480.00		\$177.00	\$783.00	\$960.00
D - Employee Plus One	\$186.00	\$702.00	\$888.00		\$372.00	\$1,404.00	\$1,776.00
F - Family	\$261.00	\$1,028.00	\$1,289.00		\$522.00	\$2,056.00	\$2,578.00
O - Employee Only - Part Time	\$480.00	\$0.00	\$480.00		\$960.00	\$0.00	\$960.00
T - Employee Plus One - Part Time	\$888.00	\$0.00	\$888.00		\$1,776.00	\$0.00	\$1,776.00
M - Family - Part Time	\$1,289.00	\$0.00	\$1,289.00		\$2,578.00	\$0.00	\$2,578.00

COVA HealthAware Basic (CHA)**Employee Coverage Code****Semi-Monthly****Monthly**

	Employee	Agency	Total		Employee	Agency	Total
S - Employee Only	\$8.50	\$384.00	\$392.50		\$17.00	\$768.00	\$785.00
D - Employee Plus One	\$26.50	\$702.00	\$728.50		\$53.00	\$1,404.00	\$1,457.00
F - Family	\$27.00	\$1,028.00	\$1,055.00		\$54.00	\$2,056.00	\$2,110.00
O - Employee Only - Part Time	\$392.50	\$0.00	\$392.50		\$785.00	\$0.00	\$785.00
T - Employee Plus One - Part Time	\$728.50	\$0.00	\$728.50		\$1,457.00	\$0.00	\$1,457.00
M - Family - Part Time	\$1,055.00	\$0.00	\$1,055.00		\$2,110.00	\$0.00	\$2,110.00

COVA HealthAware + ED & Vision (CHA1)**Employee Coverage Code****Semi-Monthly****Monthly**

	Employee	Agency	Total		Employee	Agency	Total
S - Employee Only	\$30.00	\$384.00	\$414.00		\$60.00	\$768.00	\$828.00
D - Employee Plus One	\$66.50	\$702.00	\$768.50		\$133.00	\$1,404.00	\$1,537.00
F – Family	\$85.00	\$1,028.00	\$1,113.00		\$170.00	\$2,056.00	\$2,226.00
O - Employee Only - Part Time	\$414.00	\$0.00	\$414.00		\$828.00	\$0.00	\$828.00
T - Employee Plus One - Part Time	\$768.50	\$0.00	\$768.50		\$1,537.00	\$0.00	\$1,537.00
M - Family - Part Time	\$1,113.00	\$0.00	\$1,113.00		\$2,226.00	\$0.00	\$2,226.00

COVA HealthAware + ED (CHA2)**Employee Coverage Code****Semi-Monthly****Monthly**

	Employee	Agency	Total		Employee	Agency	Total
S - Employee Only	\$25.00	\$384.00	\$409.00		\$50.00	\$768.00	\$818.00
D - Employee Plus One	\$56.50	\$702.00	\$758.50		\$113.00	\$1,404.00	\$1,517.00
F – Family	\$71.00	\$1,028.00	\$1,099.00		\$142.00	\$2,056.00	\$2,198.00
O - Employee Only - Part Time	\$409.00	\$0.00	\$409.00		\$818.00	\$0.00	\$818.00
T - Employee Plus One - Part Time	\$758.50	\$0.00	\$758.50		\$1,517.00	\$0.00	\$1,517.00
M - Family - Part Time	\$1,099.00	\$0.00	\$1,099.00		\$2,198.00	\$0.00	\$2,198.00

COVA HIGH DEDUCTIBLE HEALTH PLAN (CHD)**Employee Coverage Code****Semi-Monthly****Monthly**

	Employee	Agency	Total		Employee	Agency	Total
S - Employee Only	\$0.00	\$332.50	\$332.50		\$0.00	\$665.00	\$665.00
D - Employee Plus One	\$0.00	\$619.50	\$619.50		\$0.00	\$1,239.00	\$1,239.00
F - Family	\$0.00	\$905.00	\$905.00		\$0.00	\$1,810.00	\$1,810.00
O - Employee Only - Part Time	\$332.50	\$0.00	\$332.50		\$665.00	\$0.00	\$665.00
T - Employee Plus One - Part Time	\$619.50	\$0.00	\$619.50		\$1,239.00	\$0.00	\$1,239.00
M - Family - Part Time	\$905.00	\$0.00	\$905.00		\$1,810.00	\$0.00	\$1,810.00

COVA HIGH DEDUCTIBLE HEALTH PLAN ED (CHD1)**Employee Coverage Code****Semi-Monthly****Monthly**

	Employee	Agency	Total		Employee	Agency	Total
S - Employee Only	\$16.50	\$332.50	\$349.00		\$33.00	\$665.00	\$698.00
D - Employee Plus One	\$30.00	\$619.50	\$649.50		\$60.00	\$1,239.00	\$1,299.00
F - Family	\$44.00	\$905.00	\$949.00		\$88.00	\$1,810.00	\$1,898.00
O - Employee Only - Part Time	\$349.00	\$0.00	\$349.00		\$698.00	\$0.00	\$698.00
T - Employee Plus One - Part Time	\$649.50	\$0.00	\$649.50		\$1,299.00	\$0.00	\$1,299.00
M - Family - Part Time	\$949.00	\$0.00	\$949.00		\$1,898.00	\$0.00	\$1,898.00

KAISER PERMANENTE HMO (KP)**Employee Coverage Code****Semi-Monthly****Monthly**

	Employee	Agency	Total		Employee	Agency	Total
S - Employee Only	\$43.00	\$391.50	\$434.50		\$86.00	\$783.00	\$869.00
D - Employee Plus One	\$101.00	\$697.50	\$798.50		\$202.00	\$1,395.00	\$1,597.00
F - Family	\$144.50	\$1,019.00	\$1,163.50		\$289.00	\$2,038.00	\$2,327.00
O - Employee Only - Part Time	\$434.50	\$0.00	\$434.50		\$869.00	\$0.00	\$869.00
T - Employee Plus One - Part Time	\$798.50	\$0.00	\$798.50		\$1,597.00	\$0.00	\$1,597.00
M - Family - Part Time	\$1,163.50	\$0.00	\$1,163.50		\$2,327.00	\$0.00	\$2,327.00

SENTARA HEALTH PLANS (OH130)**Employee Coverage Code****Semi-Monthly****Monthly**

	Employee	Agency	Total		Employee	Agency	Total
S - Employee Only	\$43.00	\$384.50	\$427.50		\$86.00	\$769.00	\$855.00
D - Employee Plus One	\$101.00	\$691.00	\$792.00		\$202.00	\$1,382.00	\$1,584.00
F - Family	\$144.50	\$1,002.00	\$1,146.50		\$289.00	\$2,004.00	\$2,293.00
O - Employee Only - Part Time	\$427.50	\$0.00	\$427.50		\$855.00	\$0.00	\$855.00
T - Employee Plus One - Part Time	\$792.00	\$0.00	\$792.00		\$1,584.00	\$0.00	\$1,584.00
M - Family - Part Time	\$1,146.50	\$0.00	\$1,146.50		\$2,293.00	\$0.00	\$2,293.00

TRICARE VOLUNTARY SUPPLEMENT (TRC)**Employee Coverage Code****Semi-Monthly****Monthly**

	Employee	Agency	Total		Employee	Agency	Total
S - Employee Only	\$30.50	\$0.00	\$30.50		\$61.00	\$0.00	\$61.00
D - Employee Plus One	\$60.00	\$0.00	\$60.00		\$120.00	\$0.00	\$120.00
F - Family	\$80.50	\$0.00	\$80.50		\$161.00	\$0.00	\$161.00
O - Employee Only - Part Time	\$30.50	\$0.00	\$30.50		\$61.00	\$0.00	\$61.00
T - Employee Plus One - Part Time	\$60.00	\$0.00	\$60.00		\$120.00	\$0.00	\$120.00
M - Family - Part Time	\$80.50	\$0.00	\$80.50		\$161.00	\$0.00	\$161.00

UNITED STATES DEPARTMENT OF TRANSPORTATION FEDERAL MOTOR CARRIER SAFETY ADMINISTRATION

Fiscal Year 2025 – Motor Carrier Safety Assistance Program Grant Application Application Coversheet – Attachment A

On Behalf of The Virginia Department of State Police

July 18, 2024

Leadership in the Virginia State Police Motor Carrier Safety Unit certainly appreciates the impact that the Motor Carrier Safety Assistance Program (hereinafter referred to as “MCSAP”) has had in years past with respect to bolstering Virginia's overall highway safety and it is fully expect that this program will continue in the same vein in the years to come. Therefore, it is in support of this objective that the Virginia State Police proffers this formal application for consideration for an allocation of funding under the auspices of the fiscal year (hereinafter referred to as “FY) 2025 Motor Carrier Safety Assistance Program Grant.

This application outlines the specific means, methods, resources, and strategies to be dedicated and deployed during FY 2025 with respect to meeting the goal of enhancing the overall safety of Virginia's roadways and highways. More specifically, it outlines the following:

1. The tailored investments which will be made to promote safe commercial motor vehicle transportation, including the transportation of passengers and hazardous materials;
2. the activities which will be conducted in order to generate the maximum reduction in the number and severity of commercial motor vehicle crashes and in fatalities¹ resulting from such crashes;
3. the means of enforcing effective motor carrier, commercial motor vehicle, and driver safety regulations and practices consistent with Federal requirements; and
4. the goals, performance standards, measures and benchmarks which will be used to assess and improve statewide performance.
5. Activities engaged to support the activities outlined in §350.201(q) and (t), *Code of Federal Regulations*,

Finally, it should be underscored that application for this funding is made having in mind the importance of maintaining the integrity of the MCSAP program and that it is understood that the initiatives operating under its auspices must be administered in a prudent and responsible. It is hoped that this sentiment is reflected throughout this document.

¹ Current rate of incidence benchmarked at 0.114 per one hundred million vehicle miles traveled during calendar year 2025.



Gerald F. Lackey, Ph.D.
Commissioner

COMMONWEALTH of VIRGINIA
Department of Motor Vehicles

2300 W. Broad St.
P.O. Box 27412
Richmond, VA 23269-0001
(804) 497-7100
TTY: 711 or (800) 828-1120
dmv.virginia.gov

August 23, 2024

Lieutenant Shawn Gobble
Virginia State Police – Safety Division
3719 Saunders Avenue
Richmond, VA 23227

Dear Lieutenant Gobble:

Virginia DMV is appreciative of the opportunity to apply as a sub-grantee of the Virginia State Police for the 2025 Motor Carrier Safety Assistance Program (MCSAP) grant application. The funding will assist us with our continued efforts to maintain and improve data sharing efforts for inspections and roadside enforcement activities. It will also help us to remain compliant in our ITD and PRISM programs which Virginia prides itself in holding to a high standard.

Enclosed is Virginia DMV's sub-grant package for submission with your 2025 MCSAP application. We appreciate your consideration of our request. If we can provide additional details, please contact me at (804) 249-5115 or Eula Moore-Anderson at (804) 366-4437.

Sincerely,

A handwritten signature in black ink, appearing to read "Patrick Harrison", with a large, sweeping flourish extending to the right.

Patrick Harrison
Assistant Commissioner, Motor Carrier Services

Enclosure

**FY 2025 Motor Carrier Safety Assistance Program
Commonwealth of Virginia, Department of Motor Vehicles
Project Narrative**

1. Introduction

The overall goal of this project is to provide funding that will allow Virginia to continue to pay ITD and PRISM related fees and dues.

2. Problem Statement

There are a number of fees and dues that are required for Virginia to participate in the ITD program. These fees and dues consist of:

- IRP Membership/IRP Data Repository Dues and Fees
- IFTA Membership/IFTA Clearinghouse Dues and Fees
- WIM Maintenance Fees
- ITD and PRISM vendor system maintenance/service fees (IRP, IFTA, CVIEW)

3. Performance Objective(s)

- a) Virginia will maintain the membership fees and dues that support Virginia's credentialing, roadside, and safety efforts through participation in electronic interfaces with national entities, thus keeping Virginia's system Core ITD and PRISM compliant. Fees and dues will be paid promptly on a monthly or annual basis as required by the vendor.
- b) Virginia will promptly pay WIM maintenance fees that cover hardware, software, and any updates to the WIM system required by the federal government. The maintenance will allow Virginia to stay up to date and ITD compliant.
- c) Virginia will promptly pay ITD related IRP, IFTA, CVIEW, and PRISM system maintenance/service fees that cover hardware, software and any updates to the IRP, IFTA, PRISM and CVIEW systems required by the federal government. The maintenance/service will allow Virginia to stay up to date and ITD and PRISM compliant.

4. Program Activity Plan

- a) Virginia will pay ITD and PRISM related dues and fees promptly as required by the vendors.
- b) Virginia will ensure the systems and data related to the fees and dues are maintained as specified in the vendor agreements.

Anticipated Frequency

Annual ITD/PRISM Membership Dues/Maintenance Fees

Project Activity	Planned Schedule
IRP Membership/Data Repository Fees and Dues	Annual
IFTA Membership/Clearinghouse Fees and Dues	Annual
ITD and PRISM vendor system maintenance/service fees (IRP, IFTA, CVIEW)	Monthly
WIM Maintenance Fees	Annual

5. Performance Measurement Plan

Virginia will track payments of the ITD and PRISM dues and fees and report them to Virginia State Police for reporting to FMCSA in the Quarterly Performance Reports.

IRP Membership/IRP Clearinghouse Dues

Virginia is obligated to pay IRP, Inc., membership and Data Repository dues on an annual basis. The Data Repository provides IRP member jurisdictions with an automated process to share registration and financial information and to net fees between jurisdictions. Payment of these dues enables Virginia to maintain ITD compliance.

IFTA Membership Fees

Virginia is obligated to pay IFTA, Inc. membership and Clearinghouse dues on an annual basis. The Clearinghouse system provides IFTA member jurisdictions with an automated process to share licensing and tax information and to net taxes between jurisdictions. Payment of these dues enables Virginia to maintain ITD compliance.

ITD and PRISM vendor system maintenance fees (IRP, IFTA, CVIEW)

Virginia currently contracts with Legatus Solutions for ITD and PRISM compliant system solutions for IRP, IFTA, PRISM and CVIEW. Virginia DMV pays Legatus a monthly maintenance/service fee to host and operate the systems on Virginia's behalf. The systems allow us to maintain core compliance with ITD and PRISM requirements. The data sharing capabilities provided by the systems ensure that law enforcement across the nation have access to data to support their inspection and roadside enforcement activities. The Legatus CVIEW also interfaces with Virginia's automated license plate and DOT# readers to support electronic screening and identification of problem carriers that require additional scrutiny.

Virginia recently awarded a contract to another vendor, Fast Enterprises, to develop a new set of ITD and PRISM compliant system solutions for IRP, IFTA, PRISM and CVIEW, which will replace the Legatus systems. It is anticipated that the transition to these new systems will occur in August 2025. The monthly maintenance fees for Fast's hosting and operation of the new systems will be higher than the current vendor's.

WIM Maintenance Fees

The WIM maintenance fees consist of 12 months annual maintenance, repair and operation support of WIM Sorter Systems at 11 Motor Carrier Service Centers (MCSC) locations: Suffolk, Bland, Carson, Alberta, Stephens City, (Mainline & Ramp), Troutville (Mainline & Ramp), Dumfries (Mainline & Ramp) and Sandston (Mainline). This also includes 12 months data service plan for IP addressable wireless modems at WIM Sorter Systems at the following 9 MCSC locations: Suffolk, Bland, Carson, Alberta, Stephens City, Troutville, Dumfries, Sandston and Route 522 to enhance maintenance and reporting capacity. The maintenance agreement covers annual maintenance, repair and operational support of the WIM Sorter Systems, and Data Service Plan for IP Addressable Wireless Modems.

FY 2025 Motor Carrier Safety Assistance Program
Commonwealth of Virginia, Department of Motor Vehicles
Grant Budget Narrative

Other Costs Budget Narrative	
Item Name	Total Cost*
IRP Membership/Clearinghouse fees and dues	\$54,800.00
IFTA Membership/Clearinghouse fees and dues	\$17,000.00
ITD and PRISM vendor system maintenance/service fees (IRP, IFTA, CVIEW)	\$548,720.00
WIM Maintenance Fees	\$415,510.00
Total Budget for Sub Grant:	\$1,036,030.00
The costs of operations and maintenance/service fees for the PRISM and ITD programs are necessary for the ongoing production and support of systems.	
*Note: VSP has accounted for the 5% State Match	

FY 2025 Certification of MCSAP Conformance (State Certification)

I, Sean L. Stewart, Safety Officer, on behalf of the Commonwealth of Virginia, as requested by the Administrator as a condition of approval of a grant under the authority of 49 U.S.C. § 31102, as amended, do hereby certify as follows:

1. The State has designated the Virginia State Police as the Lead State Agency to administer the Commercial Vehicle Safety Plan (CVSP) throughout the State for the grant sought and (names of agencies) to perform defined functions under the CVSP.
2. The State has assumed responsibility for and 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.
3. The State will cooperate in the enforcement of financial responsibility requirements under 49 C.F.R. part 387.
4. The State will enforce registration (i.e., operating authority) requirements under 49 U.S.C §§ 13902 and 31134 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.
5. The laws of the State provide the State's enforcement officials right of entry (or other method a State may use that is adequate to obtain the necessary information) and inspection sufficient to carry out the purposes of the CVSP, as approved.
6. The Lead State Agency and any subrecipient of MCSAP funds have the legal authority, resources, and qualified personnel necessary to enforce the State's commercial motor carrier, driver, and highway hazardous materials safety laws, regulations, standards, and orders.
7. The State has undertaken efforts to emphasize and improve enforcement of State and local traffic laws as they pertain to CMV safety.
8. The State will obligate the funds or resources necessary to provide a matching share to the Federal assistance provided in the grant to administer the plan submitted and to enforce the State's commercial motor carrier safety, driver, and hazardous materials laws, regulations, standards, and orders in a manner consistent with the approved plan.
9. The State will maintain the maintenance of effort required under 49 C.F.R. § 350.225.
10. The State requires that all reports required in the CVSP be available to FMCSA upon request, meets the reporting requirements, and uses the forms for recordkeeping, inspections, and investigations that FMCSA prescribes.
11. The State implements performance-based activities, including deployment and maintenance of technology, to enhance the efficiency and effectiveness of CMV safety programs.

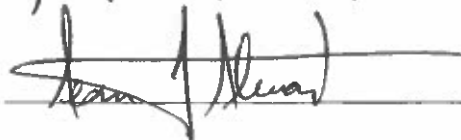
12. The State dedicates sufficient resources to a program to ensure that accurate, complete, and timely motor carrier safety data are collected and reported, and to ensure the State's participation in a national motor carrier safety data correction system prescribed by FMCSA.
13. The State will ensure that the Lead State Agency will coordinate the CVSP, data collection, and information systems with the State highway safety improvement program under 23 U.S.C. § 148(c).
14. The State will ensure participation in information technology and data systems as required by FMCSA for jurisdictions receiving MCSAP funding.
15. The State will ensure that information is exchanged with other States in a timely manner.
16. The laws of the State provide that the State will grant maximum reciprocity for inspections conducted pursuant to the North American Standard Inspection procedure, through the use of a nationally accepted system allowing ready identification of previously inspected CMVs.
17. The State will conduct comprehensive and highly visible traffic enforcement and CMV safety inspection programs in high-risk locations and corridors.
18. The State will ensure that it has departmental policies stipulating that roadside inspections will be conducted at locations that are adequate to protect the safety of drivers and enforcement personnel.
19. The State will ensure that, except in the case of an imminent or obvious safety hazard, an inspection of a vehicle transporting passengers for a motor carrier of passengers is conducted at a bus station, terminal, border crossing, maintenance facility, destination, or other location where motor carriers may make planned stops (excluding a weigh station).
20. The State will address activities in support of the national program elements listed in 49 C.F.R. § 350.203.
21. The State will ensure that detection of criminal activities and CMV size and weight enforcement activities described in 49 C.F.R. § 350.227(b) funded with MCSAP funds will not diminish the effectiveness of other CMV safety enforcement programs.
22. The State will ensure that violation sanctions imposed and collected by the State are consistent, effective, and equitable.
23. The State will include, in the training manual for the licensing examination to drive a non-CMV and the training manual for the licensing examination to drive a CMV, information on best practices for safe driving in the vicinity of noncommercial and commercial motor vehicles.
24. The State has in effect a requirement that registrants of CMVS demonstrate their knowledge of the applicable FMCSRs, HMRs, or compatible State laws, regulations, standards, and orders on CMV safety.

25. The State will transmit to its roadside inspectors at the notice of each Federal exemption granted pursuant to 49 U.S.C. § 31315(b) and 49 C.F.R. §§ 390.32 and 390.25 as provided to the State by FMCSA, including the name of the person granted the exemption and any terms and conditions that apply to the exemption.
26. Except for a territory of the United States, the State will conduct safety audits of interstate and, at the State's discretion, intrastate new entrant motor carriers under 49 U.S.C. § 31144(g). The State must verify the quality of the work conducted by a third party authorized to conduct safety audits under 49 U.S.C. § 31144(g) on its behalf, and the State remains solely responsible for the management and oversight of the activities.
27. The State 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.
28. The State will ensure that it cooperates in the enforcement of hazardous materials safety permits issued under subpart E of part 385 of this subchapter by verifying possession of the permit when required while conducting vehicle inspections and investigations, as applicable.
29. In the case of a State that shares a land border with another country, the State may conduct a border CMV safety program focusing on international commerce that includes enforcement and related projects or will forfeit all MCSAP funds based on border-related activities.
30. In the case that a State meets all MCSAP requirements and funds operation and maintenance costs associated with innovative technology deployment with MCSAP funds, the State agrees to comply with the requirements established in 49 C.F.R. subpart D.

Date

August 23, 2024

Signature

A handwritten signature in black ink, appearing to be "Samuel", written over a horizontal line.

Annual Review of Laws, Regulations, Policies and Compatibility Certification

I, Sean L. Stewart, Safety Officer, on behalf of the State of Virginia have the authority to make the following certification on behalf of the State. I certify that the State has conducted the annual review required by 49 C.F.R. section 350.303 of its laws, regulations, standards, and orders on commercial motor vehicle (CMV) safety and that the State's safety laws, regulations, standards, and orders on CMV safety are compatible with the Federal Motor Carrier Safety Regulations (49 C.F.R. parts 390, 391, 392, 393, 395, 396, and 397) and the Hazardous Material Regulations (49 C.F.R. parts 107 (subparts F and G only), 171-173, 177, 178, and 180), except as may be determined by the Administrator to be inapplicable to a State enforcement program.

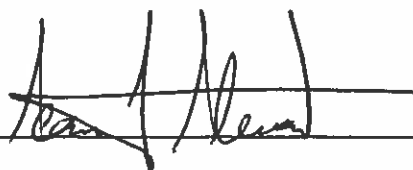
For the purpose of this certification, *compatible* means State laws, regulations, standards, and orders on CMV safety that:

- (1) As applicable to interstate commerce not involving the movement of hazardous materials:
 - (i) Are identical to or have the same effect as the FMCSRs; or
 - (ii) If in addition to or more stringent than the FMCSRs, have a safety benefit, do not unreasonably frustrate the Federal goal of uniformity, and do not cause an unreasonable burden on interstate commerce when enforced;
- (2) As applicable to intrastate commerce not involving the movement of hazardous materials:
 - (i) Are identical to or have the same effect as the FMCSRs; or
 - (ii) Fall within the limited variances from the FMCSRs allowed under 49 C.F.R. sections 350.305 or 350.307; and
- (3) As applicable to interstate and intrastate commerce involving the movement of hazardous materials, are 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:

Safety Officer

Date of Certification:

August 23, 2024