



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

**1200 New Jersey Avenue, SE
Washington, D.C. 20590**

January 19, 2016

RE: Motor Carrier Safety Assistance Program Formula Working Group Announcement

Dear Commercial Vehicle Safety Partner,

Section 5106 of the Fixing America's Surface Transportation (FAST) Act requires the Secretary of the U.S. Department of Transportation (Secretary) to establish a Working Group to analyze requirements and factors for the establishment of a new allocation formula for the Motor Carrier Safety Assistance Program (MCSAP). The Secretary is required to establish a Working Group within 180 days of enactment of the FAST Act. No later than 1 year from the date of establishment of the Working Group, a recommendation regarding a new allocation formula for MCSAP must be submitted to the Secretary.

The Working Group must consist of representatives of FMCSA, the lead State commercial motor vehicle safety agencies responsible for administering MCSAP, an organization representing State agencies responsible for enforcing a program for inspection of commercial motor vehicles; and other persons, as the Secretary considers necessary. Representatives of the State MCSAP agencies must comprise at least 51 percent of the membership.

As such, FMCSA is seeking nominations for membership on the Working Group from among the State MCSAP lead agencies, as designated by the appropriate Governor, members of the Commercial Vehicle Safety Alliance, and others. FMCSA will be represented on the Working Group by representatives from the Office of Safety Programs, the Grants Management Office, Office of the Chief Counsel, and Field Operations.

All Working Group members must be able to attend a series of in-person and/or teleconference meetings over a 12-month period, with the first meeting tentatively scheduled to occur early April, immediately following the 2016 MCSAP Planning Meeting in St. Louis, MO. Once Working Group members have been selected and notified, more details will follow on meeting dates and times. In addition, each Working Group member should be available to participate in any additional in-person or teleconference meetings scheduled after the new MCSAP formula recommendations are officially transmitted to the Secretary and prior to implementation. FMCSA estimates the entire Working Group tenure will be 12-18 months.

Interested persons should have a commitment to transportation safety, a record of collaboration with diverse stakeholders, and professional experience in commercial motor vehicle safety. In reviewing applications for membership, the Secretary will seek a broad range of State MCSAP participants. Factors for consideration will include geographic and State size distribution; MCSAP program leadership; program management and operations experience; and familiarity with data analysis and quality measurements.

Qualified persons should submit a resume and letter of interest via electronic transmission to Theresa Rowlett, Senior Policy Advisor, FMCSA Office of Enforcement before 5 pm (EST) on February 17, 2016. Submissions should be emailed to Theresa.Rowlett@dot.gov. The Secretary will select the Working Group members by February 26, 2016. All applicants will be notified of the Secretary's decisions, at which time those selected will be asked to participate in the kick-off meeting in April.