



NORTHERN MARIANA ISLANDS

Commercial Vehicle Safety Plan

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

Fiscal Year 2019

Date of Approval: July 10, 2019

FINAL CVSP



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

Part 1 - MCSAP Overview

Part 1 Section 1 - Introduction

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

A State lead MCSAP agency, as designated by its Governor, is eligible to apply for grant funding by submitting a commercial vehicle safety plan (CVSP), in accordance with the provisions of [49 CFR 350.201](#) and [205](#). The lead agency must submit the State's CVSP to the FMCSA Division Administrator on or before August 1 of each year. For a State to receive funding, the CVSP needs to be complete and include all required documents. Currently, the State must submit a performance-based plan each year to receive MCSAP funds.

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

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

- Part 1: MCSAP Overview
- Part 2: Crash Reduction and National Program Elements
- Part 3: National Emphasis Areas and State Specific Objectives
- Part 4: Financial Information (FY 2019)
- Part 5: Certifications and Documents

You will find that each of the five eCVSP parts listed above contains different subsections. Each subsection category will provide you with detailed explanation and instruction on what to do for completing the necessary tables and narratives.

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

NEW FOR FY 2019:

Single Year and Multi-Year plans—For FY 2019, the primary difference in the single year and multi-year CVSP formats is that objectives, projected goals, and activities in the 3-year plan will cover an entire three-year period. The financial information and certifications will be updated each fiscal year.

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

- If Yes is indicated, the information provided for Year 1 will be editable and State users can make any necessary changes to their project plan.
- If No is indicated, the Year 1 information will not be editable and the user can move forward to the next section.
- The financial information and certifications will be updated each fiscal year.

All single year, multi-year, and annual update plans have been pre-populated with data and information from their FY 2018 plans. States must carefully review and update this information to reflect FY 2019 activities prior to submission to FMCSA.

In addition, States are reminded to **not** include any personally identifiable information (PII) in the CVSP. The final

CVSP approved by FMCSA is required to be posted to a public FMCSA website.

Part 1 Section 2 - Mission/Goal Statement**Instructions:**

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

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

The mission of the Commonwealth of the Northern Mariana Islands (CNMI) Department of Public Safety (DPS) is to provide the highest quality of public safety services in order to enhance community safety, protect life and property, and reduce crime and the fear of crime. Collaboratively, we pledge to ensure public safety, develop a strong partnership with the community, lead the community's commitment to resolve problems and improve the quality of life in the Commonwealth. We strive to join with our community to secure the highest quality of living by providing responsive, cost effective, and innovative government services.

The overall goal of the CNMI Motor Carrier Safety Assistance Program (MCSAP) is to maintain a zero fatality rate through 2019, by sustaining the safe transportation of passengers and goods on our highways. Through coordinated efforts with State and Industry Organizations, we aim to maintain the reduction of fatalities, injuries, property damages, and Hazardous Material incidents.

Part 1 Section 3 - MCSAP Structure Explanation

Instructions:

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

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

The Motor Carrier Safety Assistance Program (MCSAP) reporting responsibility falls under two separate sections within the CNMI Department of Public Safety (DPS): Division of Administration and General Support (DAGS) and the Commonwealth State Police (CSP). DAGS is responsible for the administrative portion of the program while the Police Division handles the enforcement component. The administrative personnel consists of a Program Manager, and an Administrative Assistant. Enforcement personnel currently include a Police Captain, a Police Sergeant, three (3) Police Officer III's, a Police Officer II, and two (2) Police Officer I's.

Federally funded personnel include the following: one (1) Police Captain, one (1) Police Sergeant, one (1) Police Officer I and one (1) Administrative Assistant.

In October of 2017 there were promotions within the department. With the promotions, the MCSAP Commander at that time was a Police Lieutenant and was promoted to the current rank of Police Captain. The field Supervisor was promoted from a Police Officer III to Police Sergeant. The three Police Officer II in the program were promoted to Police Officer III. The Police Officer I in the program was a recent graduate of the Police Academy. In September and December of 2017, two Officers were transferred into the program; one being a Police Officer II and the other a Police Officer I. On January 22, 2019, an additional Police Officer, a Sergeant, was added into the MCSAP bringing the total Police Sergeants to two (2).

The remaining personnel are funded locally. The Program Manager will dedicate 100% of her time to the Program; however only 35% will be used toward the MOE. Time dedicated to the Program will be reflected on Personnel Activity Reports (PARs).

The CNMI will certify at least semi-annually that all personnel who are 100% dedicated to the program remain acting in such capacity. Enforcement personnel are currently certified or have maintained certification on the North American Standard, Passenger Vehicle, Hazardous Materials, Cargo Tank, and Compliance Review.

Participating Agency	Column A Number of Certified CMV Inspectors (Non-Sworn)	Column B Number of Certified CMV Officers (Sworn)	Column C Number of Officers in Column B supported by MCSAP Funds
CNMI Department of Public Safety	0	6	3
Total	0	6	3

As of the beginning of Fiscal Year 2019, there are only six (6) Certified CMV Officers who are sworn that are assigned to the Program. The remaining two (2) officers will need to take the NAS A &/or B to be certified. Additionally, the Program does not have a certified investigator to conduct Compliance Reviews.

Part 1 Section 4 - MCSAP Structure**Instructions:**

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

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

The national program elements sub-categories represent the number of personnel involved in that specific area of enforcement. FMCSA recognizes that some staff may be involved in more than one area of activity.

Lead Agency Information	
Agency Name:	CNMI DEPT OF PUBLIC SAFETY
Enter total number of personnel participating in MCSAP activities	9
National Program Elements	Enter # personnel below
Driver and Vehicle Inspections	6
Traffic Enforcement Activities	9
Investigations*	0
Public Education and Awareness	9
Data Collection and Reporting	6
* Formerly Compliance Reviews and Includes New Entrant Safety Audits	

Subrecipient Information	
Agency Name:	NOT APPLICABLE
Enter total number of personnel participating in MCSAP activities	0
National Program Elements	Enter # personnel below
Driver and Vehicle Inspections	0
Traffic Enforcement Activities	0
Investigations*	0
Public Education and Awareness	0
Data Collection and Reporting	0
* Formerly Compliance Reviews and Includes New Entrant Safety Audits	

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

Part 2 - Crash Reduction and National Program Elements

Part 2 Section 1 - Overview

Part 2 allows the State to provide past performance trend analysis and specific goals for FY 2019 in the areas of crash reduction, roadside inspections, traffic enforcement, audits and investigations, safety technology and data quality, and public education and outreach.

In past years, the program effectiveness summary trend analysis and performance goals were separate areas in the CVSP. Beginning in FY 2017, these areas have been merged and categorized by the National Program Elements as described in [49 CFR 350.109](#). This change is intended to streamline and incorporate this information into one single area of the CVSP based upon activity type.

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

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

Part 2 Section 2 - CMV Crash Reduction

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

Trend Analysis for 2013 - 2017

Instructions for all tables in this section:

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

- Insert the beginning and ending dates of the five most recent State measurement periods used in the Measurement Period column. The measurement period can be calendar year, Federal fiscal year, State fiscal year, or any consistent 12-month period for available data.
- In the Fatalities column, enter the total number of fatalities resulting from crashes involving CMVs in the State during each measurement period.
- The Goal and Outcome columns allow the State to show its CVSP goal and the actual outcome for each measurement period. The goal and outcome must be expressed in the same format and measurement type (e.g., number, percentage, etc.).
 - In the Goal column, enter the goal from the corresponding CVSP for the measurement period.
 - In the Outcome column, enter the actual outcome for the measurement period based upon the goal that was set.
- Include the data source and capture date in the narrative box provided below the tables.
- If challenges were experienced while working toward the goals, provide a brief narrative including details of how the State adjusted the program and if the modifications were successful.

ALL CMV CRASHES

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

Goal measurement as defined by your State: Actual # Fatalities

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

Measurement Period (Include 5 Periods)		Fatalities	Goal	Outcome
Begin Date	End Date			
01/01/2017	12/31/2017	0	0	0
01/01/2016	12/31/2016	0	0	0
01/01/2015	12/31/2015	0	0	0
01/01/2014	12/31/2014	0	0	0
01/01/2013	12/31/2013	0	0	0

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			
01/01/2017	12/31/2017	0	0	0
01/01/2016	12/31/2016	0	0	0
01/01/2015	12/31/2015	0	0	0
01/01/2014	12/31/2014	0	0	0
01/01/2013	12/31/2013	0	0	0

Hazardous Materials (HM) CRASH INVOLVING HM RELEASE/SPILL

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

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

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

Goal measurement as defined by your State: Actual # Fatalities

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

Measurement Period (Include 5 Periods)		Fatalities	Goal	Outcome
Begin Date	End Date			
01/01/2017	12/31/2017	0	0	0
01/01/2016	12/31/2016	0	0	0
01/01/2015	12/31/2015	0	0	0
01/01/2014	12/31/2014	0	0	0
01/01/2013	12/31/2013	0	0	0

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

Data Source: DPS Crash Records System. Data Capture Date: June 12, 2018

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

The CNMI has maintained a zero fatality rate for ALL CMV Crashes, Motorcoach/Passenger Crashes, and HM Crashes Involving HM Release/Spill since 2008. This outcome is a result of enforcement and educational activities performed by enforcement personnel. The program remains committed in maintaining this rate by continuing similar efforts, and by providing its personnel with skills training opportunities available in relation to motor coach safety.

The program considers the great danger that the transportation of hazardous materials poses, which is why we will continue with our exceptional efforts to maintain a zero fatality rate. This rate is a result of thorough inspections, educational activities thorough formal presentations, and simple encounters on the highway.

One way the program will maintain a zero fatality rate, would be to have more of its personnel certified in the area of HM.

Narrative Overview for FY 2019**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.

The State continues to remain committed at maintaining a zero fatality rate for the CNMI.

Enter the data source and capture date:

Data Source: DPS Crash Records System. Data Capture Date: June 12, 2018

Projected Goal for FY 2019**Enter Crash Reduction Goal:**

The goal for FY 2019 is to maintain a zero fatality rate in the CNMI.

Program Activities: 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.

The Program is committed to having all Law Enforcement (LE) personnel assigned to the program at 100%. Activities such as Strike Force Operations, Traffic Enforcement, and educational strategies will help in maintaining the safety of all motorists. The Program will use the same foundation to endure the same results for the future.

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.**

LE personnel dedicated to the Program will monitor progress by using the chart tool created by the Officer-in-Charge to track progress on the number of inspections each officer has performed throughout the week as well as the number of outreach methods used by each officer. The program remains committed in maintaining its zero fatality rate by continuing similar efforts, and by providing its personnel with skills and training opportunities that are available in relation to CMV crashes, Motorcoach, and HM safety.

Part 2 Section 3 - Roadside Inspections

In this section, provide a trend analysis, an overview of the State's roadside inspection program, and projected goals for FY 2019.

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

Trend Analysis for 2013 - 2017

Inspection Types	2013	2014	2015	2016	2017
Level 1: Full	542	459	178	315	467
Level 2: Walk-Around	222	158	63	119	200
Level 3: Driver-Only	174	77	10	94	116
Level 4: Special Inspections				2	0
Level 5: Vehicle-Only	41	33	36	48	56
Level 6: Radioactive Materials	0	0	0	0	0
Total	979	727	287	578	839

Narrative Overview for FY 2019

Overview:

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

Enter a narrative of the State's overall inspection program, including a description of how the State will monitor its program to ensure effectiveness and consistency.

The program believes that random roadside inspections and education are the foundation of the MCSAP program. It has been proven by data from traffic reports and traffic studies from past years. The program aims to continue its efforts in maintaining a zero fatality rate by maximizing its personnel with the knowledge and skills needed to perform in the field. Due to an increase in tourist arrivals in the CNMI, an increase in the number of passenger vehicles has also been seen. Inspections conducted on Saipan have become more difficult, having an increase of commercial vehicles on our highways each year. To ensure that all commercial motor vehicles are in compliance with safety regulations, personnel will perform regular inspections (Level I, II, III) during normal working hours and off-peak hours at various locations on Saipan. Inspections will include non-hazmat, hazmat, and passenger carriers. Off-peak inspection hours are not within the normal working hours of enforcement personnel, so overtime (OT) is necessary in accomplishing this goal.

The CNMI MCSAP program has faced several obstacles in the past several years that have severely impacted the Program's performance. With the passing of Super Typhoon Soudelor that struck the island of Saipan the entire department was in recovery mode for over a year. During the recovery efforts after the typhoon, all units in the department were merged in to shifts to assist in all recovery efforts throughout the island. Additionally, the program had some turn over in personnel with two certified inspectors resigning from the department, other inspectors being reassigned to different sections within the department, and non-certified officers being transferred into the program, which affected the program's performance.

With the FY 2019 grant, there are a total of **nine (9)** officers assigned to the program with six being certified in North American Standards Parts A & B, one (1) being certified in Passenger Vehicle and another one (1) in Hazardous Material and Cargo Tank. The program aims to send **three** officers who are currently riding along with certified inspectors to learn the program, to the next available courses for the North American Standard Parts A & B. One officer re-took the test for NAS Part A & Part B in 2017, however, the results were not available from NTC so he will have to re-take the test. The second officer took the NAS Part A & Part B in April of 2018 but will need to re-take the test as well. Upon successfully taking the NAS Parts A & B, the three officers must conduct thirty-two (32) Level 1 inspections with a certified inspector. conduct another thirty-two (32) Level 1 inspections on their own. Every inspector will be monitored by their inspection data that will be retrieved every week when downloaded from ASPEN to SAFETYNET. The Commander will use that data to display on the chart tool to track progress in meeting program objectives and goals for the week. With additional inspectors, inspection activities will increase such as StrikeForce and Traffic Enforcement operations. Once all officers are certified in the NAS parts A & B, the program intends to send officers to certify in Passenger Vehicle, General Hazardous Material, Cargo Tank and Other-Bulk courses to increase the number of inspections in these areas in accordance with our projected goals for FY 2019.

In addition to the chart tracking tool that is used to monitor insoection performance, the Officer-In-Charge has distributed a

Memorandum to each certified inspector to meet and exceed their daily inspection quota. To enforce this, he has implemented mandatory meetings at the end of every Monday and Friday to track and monitor the weekly inspection goals to ensure that they are met. Failure to meet the minimum inspections for the week will be dealt with accordingly.

Projected Goals for FY 2019

Instructions for Projected Goals:

Complete the following tables in this section indicating the number of inspections that the State anticipates conducting during Fiscal Year 2019. For FY 2019, 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: CNMI DEPT OF PUBLIC SAFETY

Enter the total number of certified personnel in the Lead agency: 6

Projected Goals for FY 2019 - Roadside Inspections					
Inspection Level	Non-Hazmat	Hazmat	Passenger	Total	Percentage by Level
Level 1: Full	580	20	90	690	38.76%
Level 2: Walk-Around	230	20	200	450	25.28%
Level 3: Driver-Only	270	0	310	580	32.58%
Level 4: Special Inspections	0	0	0	0	0.00%
Level 5: Vehicle-Only	0	10	50	60	3.37%
Level 6: Radioactive Materials	0	0	0	0	0.00%
Sub-Total Lead Agency	1080	50	650	1780	

MCSAP subrecipient agency

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

Subrecipient is: NOT APPLICABLE

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

Projected Goals for FY 2019 - Subrecipients					
Inspection Level	Non-Hazmat	Hazmat	Passenger	Total	Percentage by Level
Level 1: Full				0	%
Level 2: Walk-Around				0	%
Level 3: Driver-Only				0	%
Level 4: Special Inspections				0	%
Level 5: Vehicle-Only				0	%
Level 6: Radioactive Materials				0	%
Sub-Total Funded Agencies	0	0	0	0	

Non-Funded Agencies

Total number of agencies:	0
Enter the total number of non-funded certified officers:	
Enter the total number of inspections projected for FY 2019:	

Summary

Projected Goals for FY 2019 - Roadside Inspections Summary

Projected Goals for FY 2019 Summary for All Agencies					
MCSAP Lead Agency: CNMI DEPT OF PUBLIC SAFETY					
# certified personnel: 6					
Subrecipient Agencies: NOT APPLICABLE					
# certified personnel: 0					
Number of Non-Funded Agencies: 0					
# certified personnel:					
# projected inspections:					
Inspection Level	Non-Hazmat	Hazmat	Passenger	Total	Percentage by Level
Level 1: Full	580	20	90	690	38.76%
Level 2: Walk-Around	230	20	200	450	25.28%
Level 3: Driver-Only	270	0	310	580	32.58%
Level 4: Special Inspections	0	0	0	0	0.00%
Level 5: Vehicle-Only	0	10	50	60	3.37%
Level 6: Radioactive Materials	0	0	0	0	0.00%
Total ALL Agencies	1080	50	650	1780	

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.

Note: The projected activity target from the previous year were not met due to numerous reasons; one being that one personnel was reassigned to another section and another resigned from the Department. Currently, DPS management is working on filling up these vacant positions. The program aims to send two of its personnel to certify in the Passenger Vehicle Inspection Course to bring a total number of inspectors to four (4). This will increase the program's capacity to conduct the necessary inspections.

Part 2 Section 4 - Investigations

Describe the State's implementation of FMCSA's interventions model for interstate carriers. Also describe any remaining or transitioning compliance review program activities for intrastate motor carriers. Include the number of personnel assigned to this effort. Data provided in this section should reflect interstate and intrastate investigation activities for each year.



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

Part 2 Section 5 - Traffic Enforcement

Traffic enforcement means documented enforcement activities of State or local officials. This includes the stopping of vehicles operating on highways, streets, or roads for moving violations of State or local motor vehicle or traffic laws (e.g., speeding, following too closely, reckless driving, and improper lane changes).

Trend Analysis for 2013 - 2017

Instructions:

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

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

State/Territory Defined Measurement Period (Include 5 Periods)		Number of Documented CMV Traffic Enforcement Stops with an Inspection	Number of Citations and Warnings Issued
Begin Date	End Date		
10/01/2016	09/30/2017	30	30
10/01/2015	09/30/2016	1	1
10/01/2014	09/30/2015	0	0
10/01/2013	09/30/2014	6	6
10/01/2012	09/30/2013	2	2

☒ **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.

Traffic Enforcement data from fiscal years 2014 to 2018 are based on data gathered through our local SafetyNet system. Data Capture Date: July 30, 2018 Historical data showing zero CMV Traffic Enforcement Stops in FY 2015 was attributed to the CNMI getting ravaged by Super Typhoon Soudelor. Personnel were assigned to recovery efforts due to the extensive damages caused by this super typhoon.

Narrative Overview for FY 2019

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](#).

For fiscal year 2019, MCSAP personnel will continue to conduct enforcement activities geared towards minimizing speeding concerns regarding all Commercial Motor Vehicles. All TE activities will be conducted upon CMV traffic stops and will be accompanied by an inspection. This effort will be focused primarily on increased speed monitoring on high traffic corridors, concentrating on vulnerable areas where speed citations were issued from the previous year as indicated in the data. In addition, efforts such as random speed checks and off peak enforcement will be conducted as a means to deter aggressive drivers as well as identifying drivers who are under the influence of illicit drugs or alcohol. MCSAP enforcement officers will be assigned to high traffic corridors for high visibility traffic enforcement at least three times a week during high peak traffic hours in order to alleviate any traffic accidents and aggressive driving. Systematically, MCSAP enforcement officers will also set up for speed enforcement and deterrence. All traffic enforcement activities will include CMV inspections. Additional components for traffic enforcement include driver credentials, seat belt usage and safe driver operations. Safe driver operations will consist of educating and citing CMV operators on texting while driving and/or cell phone usage. Currently, there hasn't been any recorded traffic data on texting while driving. Despite the absence of verifiable data, the program finds it important to maintain this specific goal as its impact relating to accidents is highly reported in other regions. Although there are currently only nine (9) enforcement officers assigned to the program, there are only six (6) certified inspectors. MCSAP intends to send two additional officers to take the NAS Part A&B courses to bring the total number of certified inspectors to nine (9). The department is committed to boosting its efforts on Traffic Enforcement (TE) activities since the number of CMVs traveling on our highways have gone up and are constantly moving on our highways. With that, the program has set a 400 TE as an inspection activity goal and not intended to be a quota. These activities are to ensure that CMV operators are in compliance of the FMCSRs and FHMRs and mainly accomplished through Level II and III inspections. In addition to traffic enforcement efforts conducted during officers' normal assigned shifts, the CNMI will conduct overtime based on traffic enforcement activities in an effort to further expand its ability to address CMV traffic infractions during off-peak hours. These activities will be conducted during the evenings, early mornings, and weekends within high traffic corridors to ensure high level exposure and reach a wider population in these areas. The goal of this activity will help achieve program goal of reducing commercial motor vehicle crash rates by 20% in fiscal year 2019. Three FTE MCSAP funded enforcement personnel will conduct a total of at least eight traffic enforcement activities per month.

Projected Goals for FY 2019

Using the radio buttons in the table below, indicate the traffic enforcement activities the State intends to conduct in FY 2019. The projected goals are based on the number of traffic stops, not tickets or warnings issued. These goals are NOT intended to set a quota.

			Enter Projected Goals (Number of Stops only)
Yes	No	Traffic Enforcement Activities	FY 2019
<input checked="" type="radio"/>	<input type="radio"/>	CMV with Inspection	352
<input type="radio"/>	<input checked="" type="radio"/>	CMV without Inspection	
<input type="radio"/>	<input checked="" type="radio"/>	Non-CMV	
<input checked="" type="radio"/>	<input type="radio"/>	Comprehensive and high visibility in high risk locations and corridors (special enforcement details)	78

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

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

FY 2019 Planned Safety Activities				
Inspections	Investigations	New Entrant Safety Audits	Sum of FY 2019 Activities	Average 2004/05 Activities
1780	0	0	1780	1572

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

The CNMI DPS MCSAP office will continue to develop and implement policies regarding the quantity, quality and timeliness of traffic enforcement activities. It will continue to provide refresher training on statutory (USC) and regulatory (CFR) changes. It will also continue to analyze management reports regarding the quantity, quality, and timeliness of traffic enforcement activities for individuals as well as the program as a whole. It will continue to take actions when anomalies are identified. It will conduct direct observation and monitoring of staff as well as provide coaching and training to staff who may have difficulty meeting required goals.

Part 2 Section 6 - Safety Technology

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

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

Safety Technology Compliance Status

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

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

Available data sources:

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

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

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

Narrative Overview for FY 2019

Problem Statement Narrative and Projected Goal:

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

The CNMI is exempt from the PRISM compliance date until such time as legislation, rulemaking, or a Territorial action requires compatibility with the PRISM program.

Program Activities: Describe any actions that will be taken to implement full participation in PRISM.

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

The CNMI MSCAP has procured a router that is in compliance with the FMCSA cloud migration. However, the company is no longer in connection with the vendor who was in charge of maintaining the service and maintenance of the router. Therefore, the office needs to look for an alternate vendor that is able to provide service.

Currently, the CNMI uploads data through a temporary VPN in order to upload data to the Safer MCMIS system. With the purchase of the router, the CNMI will be able to upload directly to the cloud system and be in compliance with

FMCSA cloud migration.

Part 2 Section 7 - Public Education and Outreach

A public education and outreach program is designed to provide information on a variety of traffic safety issues related to CMVs and non-CMV's that operate around large trucks and buses.

Trend Analysis for 2013 - 2017

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

Public Education and Outreach Activities	2013	2014	2015	2016	2017
Carrier Safety Talks		24		47	32
CMV Safety Belt Education and Outreach		63		22	32
State Trucking Association Meetings					
State-Sponsored Outreach Events					
Local Educational Safety Events		52		29	8
Teen Safety Events					

Narrative Overview for FY 2019

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

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

The program has observed the effectiveness of public education and awareness through the consistent zero commercial motor vehicle fatal crashes for the past years. The efforts put out by CNMI MCSAP have been proven successful. Public education efforts have been aimed at increasing CMV operators' and the general public's awareness of proper road safety guidelines. Other efforts have also been implemented by extending the awareness to younger drivers by conducting presentations at various schools, community events, and departmental events. MCSAP will continue to conduct public education and awareness activities as the program remains focused on ensuring the public's awareness and practice of proper road safety guidelines. Personnel will disseminate education and awareness materials (brochures, etc...) at carrier outreach and community activities, in addition to facilitating public education classes. CNMI MCSAP will continue to purchase items to promote national safety campaigns such as "No Zone", "Be Ready Be Buckled", and "Share the Road Safely". Educational and outreach activities will focus on increasing knowledge and awareness of road safety guidelines.

Educational and outreach activities will include school and carrier presentations and dissemination of outreach & educational materials during inspections and operations, presentations, and community activities (2 events per month for a total of 6 per quarter or 24 for the year). Also included will be at newspaper ads and radio spots for FY 2019. MCSAP will design and disseminate materials promoting road safety. These outreach & educational materials will include brochures, etc. to be used to promote safety events. No giveaways will be distributed. MCSAP plans to maximize its outreach efforts by utilizing the media sources. The program plans to print road safety campaign ads in the local newspapers as well as conduct brief promotional radio ads.

Projected Goals for FY 2019

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 2019
<input checked="" type="radio"/>	<input type="radio"/>	Carrier Safety Talks	12
<input checked="" type="radio"/>	<input type="radio"/>	CMV Safety Belt Education and Outreach	12
<input type="radio"/>	<input checked="" type="radio"/>	State Trucking Association Meetings	
<input type="radio"/>	<input checked="" type="radio"/>	State-Sponsored Outreach Events	
<input checked="" type="radio"/>	<input type="radio"/>	Local Educational Safety Events	24
<input type="radio"/>	<input checked="" type="radio"/>	Teen Safety Events	

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.

The program activity will be measured through the number of activities conducted and number of promotional materials (brochures, etc...) distributed. MCSAP aims to purchase and distribute five hundred (500) outreach materials to promote education and awareness at outreach activities. Enforcement personnel are to achieve three (3) Educational & Outreach activities every quarter during regular shifts. Example activities to be performed include school presentations, carrier presentations, Strike Force, traffic enforcement, etc.

Part 3 - National Emphasis Areas and State Specific Objectives

FMCSA establishes annual national priorities (emphasis areas) based on emerging or continuing issues, and will evaluate CVSPs in consideration of these national priorities. Part 3 allows States to address the national emphasis areas/priorities outlined in the Notice of Funding Opportunity (NOFO) and any State-specific objectives as necessary.

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

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

Check this box if:

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

Part 3 Section 2 - Passenger Carrier Enforcement**Instructions:**

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

Check this box if:

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

Part 3 Section 3 - State Specific Objectives – Past**Instructions:**

Describe any State-specific CMV problems that were addressed with FY2018 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 2018 CVSP.

Progress Report on State Specific Objectives(s) from the FY 2018 CVSP

Please enter information to describe the year-to-date progress on any State-specific objective(s) identified in the State's FY 2018 CVSP. Click on "Add New Activity" to enter progress information on each State-specific objective.

Part 3 Section 4 - State Specific Objectives – Future**Instructions:**

The State may include additional objectives from the national priorities or emphasis areas identified in the 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 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 2019. 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.

Part 4 - Financial Information

Part 4 Section 1 - Overview

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

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

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

Instructions

The Spending Plan should include costs for FY 2019 only. This applies to States completing a multi-year CVSP or an Annual Update to their multi-year CVSP.

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

The following definitions describe Spending Plan terminology.

- **Federal Share** means the portion of the total project costs paid by Federal funds. Federal share is 85 percent of the total project costs for this FMCSA grant program.
- **State Share** means the portion of the total project costs paid by State funds. State share is 15 percent of the total project costs for this FMCSA grant program. A State is only required to contribute up to 15 percent of the total project costs of all budget categories combined as State share. A State is NOT required to include a 15 percent State share for each line item in a budget category. The State has the flexibility to select the budget categories and line items where State match will be shown.
- **Total Project Costs** means total allowable costs incurred under a Federal award and all required cost sharing (sum of the Federal share plus State share), including third party contributions.
- **Maintenance of Effort (MOE)** means the level of effort Lead State Agencies are required to maintain each fiscal year in accordance with [49 CFR § 350.301](#). The State has the flexibility to select the budget categories and line items where MOE will be shown. Additional information regarding MOE can be found in the MCSAP Comprehensive Policy (MCP) in section 3.6.

On Screen Messages

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

- Calculation of Federal and State Shares

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

The system calculates an 85 percent Federal share and 15 percent State share automatically and populates these values in each line. Federal share is the product of Total Project Costs x .85. State share equals Total Project Costs minus Federal share. If Total Project Costs are updated based upon user edits to the input values, the 85 and 15 percent values will not be recalculated by the system and should be reviewed and updated by users as necessary.

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

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

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

- **MOE Expenditures**

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

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

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

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

- **Financial Summary**

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

The system will confirm that:

- Overtime value does not exceed the FMCSA limit.
- Planned MOE Costs equal or exceed FMCSA limit.
- States' proposed Federal and State share totals are each within \$5 of FMCSA's Federal and State share estimated amounts.
- Territories' proposed Total Project Costs are within \$5 of \$350,000.

ESTIMATED Fiscal Year Funding Amounts for MCSAP		
	100% Federal Share	Total Estimated Funding
Total	\$350,000.00	\$350,000.00

Summary of MCSAP Funding Limitations	
Allowable amount for Overtime without written justification (15% of MCSAP Award Amount):	\$0.00
MOE Baseline:	\$162,125.08

Part 4 Section 2 - Personnel

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

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

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

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

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

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

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

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

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

Summary of MCSAP Funding Limitations

Allowable amount for Lead MCSAP Agency Overtime without written justification (15% of MCSAP Award Amount):	\$0.00
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Personnel: Salary and Overtime Project Costs						
Salary Project Costs						
Position(s)	# of Staff	% of Time on MCSAP Grant	Salary	Total Project Costs (Federal)	Federal Share	MOE
Police Captain	1	100.0000	\$40,012.00	\$40,012.00	\$40,012.00	\$0.00
Police Sergeant	1	100.0000	\$29,858.00	\$29,858.00	\$29,858.00	\$0.00
Police Officer I	1	100.0000	\$21,220.00	\$21,220.00	\$21,220.00	\$0.00
Administrative Assistant	1	100.0000	\$27,082.00	\$27,082.00	\$27,082.00	\$0.00
Program Manager	1	0.0000	\$33,000.00	\$0.00	\$0.00	\$11,550.00
Police Officer III	3	0.0000	\$25,791.92	\$0.00	\$0.00	\$77,375.76
Police Officer II	1	0.0000	\$23,393.76	\$0.00	\$0.00	\$23,393.76
Police Officer I	1	0.0000	\$21,218.08	\$0.00	\$0.00	\$21,218.08
Subtotal: Salary				\$118,172.00	\$118,172.00	\$133,537.60
Overtime Project Costs						
Subtotal: Overtime				\$0.00	\$0.00	\$0.00
TOTAL: Personnel				\$118,172.00	\$118,172.00	\$133,537.60
Accounting Method:	Accrual					

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

Personnel costs that will be charged to the grant are at 100% of total annual salaries.

In order to meet the **MOE** for FY 2019, the CNMI DPS Motor Carrier Unit will dedicate **five (5)** officers to the program whose salaries will be paid locally. **Three (3)** Police Officer IIIs, **One (1)** Police Officer II, and **one (1)** Police Officer I will be dedicated to the program at 100%. The **Program Manager** for the MCSAP may dedicate his/her time to the Program unless otherwise needed; however, the CNMI DPS is only requesting that 35% be used toward the MOE. Time dedicated to the program will be reflected in the Personnel Activity Reports (PARS).

Below is the breakdown of each's salary:

Personnel - Local	% of Time	Salary
Program Manager	35%	\$ 11,550.00
POIII	100%	\$ 25,791.92
POIII	100%	\$ 25,791.92
POIII	100%	\$ 25,791.92
POII	100%	\$ 23,393.76
POI	100%	\$ 21,218.08
		Total: \$133,537.60

Part 4 Section 3 - Fringe Benefits

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

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

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

The cost of fringe benefits are allowable if:

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

Depending on the State, there are fixed employer taxes that are paid as a percentage of the salary, such as Social Security, Medicare, State Unemployment Tax, etc.

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

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

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

- The rate that has been approved by the State's cognizant agency for indirect costs; or a rate that has been calculated based on the aggregate rates and/or costs of the individual items that your agency classifies as fringe benefits.
- For example, your agency pays 7.65 percent for FICA, 42.05 percent for health/life/dental insurance, and 15.1 percent for retirement. The aggregate rate of 64.8 percent (sum of the three rates) may be applied to the salaries/wages of personnel listed in the table.

*The **Base Amount** is:*

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

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

Fringe Benefits Project Costs						
Position(s)	Fringe Benefit Rate	% of Time on MCSAP Grant	Base Amount	Total Project Costs (Federal)	Federal Share	MOE
Health Insurance	100.0000	100.0000	\$31,241.08	\$31,241.08	\$31,241.08	\$0.00
Personnel Insurance	100.0000	100.0000	\$1,713.49	\$1,713.49	\$1,713.49	\$0.00
Holiday Pay	100.0000	100.0000	\$6,363.11	\$6,363.11	\$6,363.11	\$0.00
401K	100.0000	100.0000	\$1,083.28	\$1,083.28	\$1,083.28	\$0.00
Medicare	100.0000	100.0000	\$1,713.49	\$1,713.49	\$1,713.49	\$0.00
FICA	100.0000	100.0000	\$7,326.66	\$7,326.66	\$7,326.66	\$0.00
Health Insurance	100.0000	0.0000	\$6,524.04	\$0.00	\$0.00	\$6,524.04
Personnel Insurance	100.0000	0.0000	\$1,936.29	\$0.00	\$0.00	\$1,936.29
Holiday Pay	100.0000	0.0000	\$8,345.44	\$0.00	\$0.00	\$8,345.44
401 K	100.0000	0.0000	\$2,063.35	\$0.00	\$0.00	\$2,063.35
Medicare	100.0000	0.0000	\$1,936.29	\$0.00	\$0.00	\$1,936.29
FICA	100.0000	0.0000	\$8,279.33	\$0.00	\$0.00	\$8,279.33
TOTAL: Fringe Benefits				\$49,441.11	\$49,441.11	\$29,084.74

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

Fringe Benefits were calculated based on the % of time each personnel will be dedicated to the Program. Medicare and Personnel Insurance were calculated at 1.45% each; FICA at 6.2%, Health Insurance was calculated for those who are currently receiving this benefit (The current share for the CNMI Government Family Rate is \$600.79 per pay period X 26 pay periods X 2 personnel = \$31,541.08). Holiday Pay was calculated as: each personnel's hourly rate X 8 hours X 14 legal holidays that are observed in the CNMI. 401K benefits were calculated at 4% of the personnel's salary.

The total cost for Federal Share of Fringe Benefits is: **\$49,441.11**

Personnel	% of Time	Salary	FICA	Medicare	Pers. Ins.	Health	401K	Holiday	
Breakdown			6%	1.45%	1045%		4%		
Captain	100%	\$40,012.00	\$2,480.74	\$580.17	\$580.17	\$15,620.54		\$2,154.49	
Sergeant	100%	\$29,858.00	\$1,851.20	\$432.94	\$432.94	\$15,620.54		\$1,607.74	
POI	100%	\$21,220.00	\$1,315.64	\$307.69	\$307.69			\$1,142.62	
Admin. Asst.	100%	\$27,082.00	\$1,679.08	\$392.69	\$392.69		\$1,083.28	\$1,458.26	
Total:			\$7,326.66	\$1,713.49	\$1,713.49	\$31,241.08	\$1,083.28	\$6,363.11	\$49,441.11

MOE:

The total cost for MOE - Fringe Benefits is: **\$29,084.74**

Local - Personnel	% of Time	Salary	Medicare 1.45%	FICA 6.2%	Pers. Ins. 1.45%	Health	Holiday	401K
Program Manager	35%	\$11,550.00	\$167.48	\$716.10	\$167.48	\$1,691.42	\$1,776.88	
POIII	100%	\$25,791.92	\$373.98	\$1,599.10	\$373.98	\$4,832.62	\$1,388.80	\$1,031.68
POIII	100%	\$25,791.92	\$373.98	\$1,599.10	\$373.98		\$1,388.80	\$1,031.68
POIII	100%	\$25,791.92	\$373.98	\$1,599.10	\$373.98		\$1,388.80	
POII	100%	\$23,393.76	\$339.21	\$1,450.41	\$339.21		\$1,259.66	
POI	100%	\$21,218.08	\$307.66	\$1,315.52	\$307.66		\$1,142.51	
			\$1,936.29	\$8,279.33	\$1,936.29	\$6,524.04	\$8,345.44	\$2,063.35

Total Fringe: \$29,084.74

Part 4 Section 4 - Travel

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

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

List the purpose, number of persons traveling, number of days, percentage of time on MCSAP Grant, and total project costs for each trip. If details of each trip are not known at the time of application submission, provide the basis for estimating the amount requested. For more information on this item see [2 CFR §200.474](#).

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

Travel Project Costs						
Purpose	# of Staff	# of Days	% of Time on MCSAP Grant	Total Project Costs (Federal)	Federal Share	MOE
2019 MCSAP Planning Meeting	2	5	100.0000	\$8,475.00	\$8,475.00	\$0.00
Passenger Carrier	2	5	100.0000	\$8,475.00	\$8,475.00	\$0.00
Strike Force - Tinian	2	4	100.0000	\$1,900.00	\$1,900.00	\$0.00
Strike Force - Rota	2	4	100.0000	\$2,700.00	\$2,700.00	\$0.00
NAS A & B	3	10	100.0000	\$16,650.00	\$16,650.00	\$0.00
COHMED	1	5	100.0000	\$4,425.00	\$4,425.00	\$0.00
TOTAL: Travel				\$42,625.00	\$42,625.00	\$0.00

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

"Travel" and "Personnel Training" have been divided into two sections to differentiate between training and workshops/conferences. In order to maintain specific inspector certifications, MCSAP officers will attend necessary courses under "Personnel Training".

Note: Although the exact locations for some of these trainings have not been announced, the airfare costs and per diem rates have been estimated based on the established CNMI rate.

Travel

2019 MSCAP Planning Meeting: Two (2) personnel will attend the 2019 MSCAP Planning Meeting. This meeting will be fundamental for personnel to discuss, plan, and assess information gathered from other agencies in order to stay up-to-date with the grant association. This meeting is vital for personnel to get the latest information on the MCSAP Comprehensive Policy Updates, Indirect Cost Rates, Monitoring and Oversight, Financial Grants Management, Performance Metrics, eCVSP Training, and all other relevant discussions.

STIKE FORCE TINIAN AND ROTA: Due to the decrease in CMV activities on the islands of Tinian and Rota the program feels that sending a single inspector to the islands twice a year will better serve the program. Tinian and Rota Bureaus of Motor Vehicles have also noted a decrease in the amount of CMV's registered in the respective islands. Therefore, one (1) personnel from Saipan will travel to Tinian to conduct Strike Force operations twice a year for two days. Additionally, two (2) personnel will travel to Rota twice a year to conduct Strike Force operations.

Personnel Training

Passenger Carrier: Two (2) personnel will attend the Passenger Carrier course with FMCSA. Upon completion of this course, participants will be able to inspect passenger-carrying vehicles in accordance with the safety regulations while assuring the safety of passengers and the motoring public.

COHMED: One (1) personnel who is certified in Hazadurs Material and Cargo Tank will attend the COHMED. COHMED is vital for enforcement personnel as it provides an opportunity for inspectors to receive new updates in enforcement of Hazamat regulations and to clarify concerns or issues facing the CNMI. There are currently two inspectors who are certified to conduct general HM and cargo tank.

NAS A & B: Three (3) officers will take the NAS Part A & Part B inspection course in order to acquire certification for NAS inspections.

The breakdown for each travel that will be performed are as follows:

Purpose of Travel	Location	Item	Computation	Cost
2019 Planning Meeting	Unknown	Airfare	(\$2,800 x 2 people x 1 trip)	\$5,600
		Per diem	(\$250 x 2 people x 5 days x 1 trip)	\$2,500
		(Includes Lodging and meals)		
		Car Rental	(\$75 x 1 person x 5 days x 1 trip)	\$375
Strike Force	Tinian	Airfare	(\$150x 2 persons x 2 trips)	\$600
		Per diem	(\$125 x 2 persons x 2 days x 2 trips)	\$1,000
(Includes Lodging and meals)				
		Car Rental	(\$75 x 1 person x 2 days x 2 trips)	\$300
Strike Force	Rota	Airfare	(\$300 x 2 people x 2 trips)	\$1,200
		Per diem	(\$150 x 2 people x 2 days x 2 trips)	\$1,200
(Includes Lodging and meals)				
		Car Rental	(\$75 x 1 person x 2 days x 4 trips)	\$300
Passenger Carrier	Unknown	Airfare	(\$2,800 x 2 persons x 1 trip)	\$5,600
		Per diem	(\$250 x 2 persons x 5 days x 1 trip)	\$2,500
		(Includes Lodging and meals)		
		Car Rental	(\$75 x 1 person x 5 days x 1 trip)	\$375
NAS A&B	Unknown	Airfare	(\$2,800 x 3 persons x 1 trip)	\$8,400
		Per diem	(\$250 x 3 persons x 10 days x 1 trip)	\$7,500
(Includes Lodging and meals)				
		Car Rental	(\$75 x 1 person x 10 days x 1 trip)	\$750
COHMED	Unknown	Airfare	(\$2,800 x 1 person x 1 trip)	\$2,800
		Per diem	(\$250 x 1 person x 5 days x 1 trip)	\$1,250
(Includes Lodging and meals)				
		Car Rental	(\$75 x 1 person x 5 days x 1 trip)	\$375
TOTAL:				\$42,625

Part 4 Section 5 - Equipment

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

- If your State's equipment capitalization threshold is below \$5,000, check the box below and provide the threshold amount. See [§200.12](#) Capital assets, [§200.20](#) Computing devices, [§200.48](#) General purpose equipment, [§200.58](#) Information technology systems, [§200.89](#) Special purpose equipment, and [§200.94](#) Supplies.

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

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

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

Equipment Project Costs						
Item Name	# of Items	Full Cost per Item	% of Time on MCSAP Grant	Total Project Costs (Federal)	Federal Share	MOE
Vehicle	1	\$40,000.00	100	\$40,000.00	\$40,000.00	\$0.00
TOTAL: Equipment				\$40,000.00	\$40,000.00	\$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.

One of the goals of the CNMI DPS MCSAP Program is to have a total of four (4) vehicles in its inventory to maximize effectiveness of the Program. to accomplish this goal, the program will need to purchase one (1) more vehicle to complete this goal.

Currently, the Program's fleet of three (3) vehicles includes a 2012 Dodge Ram, a 2014 Chevy Tahoe, and a 2017 Nissan Frontier. A purchase of a vehicle is budgeted in the FY 2018 CVSP bringing the total number of vehicles assigned to the Program to four (4), which will allow a vehicle for every two (2) CMV enforcement officers.

The CNMI Government is exempted by State law in regards to vehicle insurance and does not have auto-insurance for government vehicles, including CNMI DPS vehicles.

There was a miscommunication in the request for a new vehicle with the FY 2019 grant funding. Although the CNMI would still like to request for the funding of a new vehicle, the reason being is that the vehicles purchased prior to the FY 2017 grant funding have met their life expectancy and are now beginning to show signs of wear and tear. The cost of repairing these vehicles would exceed the current value of the vehicle which would lead to the Program spending excessively on maintenance costs.

The 2014 Chevy Tahoe is still in the process of the insurance claim being fulfilled through the party at fault and if approved will be repaired if it they deem it salvageable.

The vehicle purchased will be used 100% for MCSAP activities such as inspections, traffic enforcements, outreach/educational activities. The purchase of this vehicle will also increase the officers porbabiltiy of conduct inspections.

Part 4 Section 6 - Supplies

Supplies means all tangible property other than that described in [§200.33](#) Equipment. A computing device is a supply if the acquisition cost is less than the lesser of the capitalization level established by the non-Federal entity for financial statement purposes or \$5,000, regardless of the length of its useful life. See also [§200.20](#) Computing devices and [§200.33](#) Equipment.

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

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

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

Supplies Project Costs						
Item Name	# of Units/ Unit of Measurement	Cost per Unit	% of Time on MCSAP Grant	Total Project Costs (Federal)	Federal Share	MOE
Office Supplies	4 Quarterly	\$500.75	100.0000	\$2,003.00	\$2,003.00	\$0.00
Cleaning Supplies	4 Quarterly	\$236.98	100.0000	\$947.92	\$947.92	\$0.00
Ice & Water	52 Weekly	\$16.00	100.0000	\$832.00	\$832.00	\$0.00
Police Package (Vehicle Lights & Sirens)	1 Each	\$3,000.00	100.0000	\$3,000.00	\$3,000.00	\$0.00
Uniforms / Duty Gear	2 Bi-Annually	\$6,075.00	100.0000	\$12,150.00	\$12,150.00	\$0.00
TOTAL: Supplies				\$18,932.92	\$18,932.92	\$0.00

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

Office Supplies: Supplies such as paper, pens, notepads, ink, etc. are required for the daily office operations of the program. The cost has been calculated based on the estimated monthly expenditures as previously charged under the grant.

Cleaning supplies (such as antibacterial sprays, cleaning agents, etc.) are necessary to ensure the cleanliness of the program office as well as vehicles. Additional hygienic supplies such as paper towels, sanitary wipes, and gloves that are used during inspections will be purchased as well due to the unsanitary conditions from inspecting vehicles these items are necessary in order for MCSAP LE personnel to maintain cleanliness after inspections. The cost of cleaning supplies is based on known previous costs.

Ice & Water: Since the CNMI is very hot and humid the MCSAP investigators will need to stay hydrated while performing strike force and/or public outreach activities for the MCSAP program. Having an adequate supply of ice and water readily available while out on the field will help keep them properly hydrated and reducing the risk of fainting, heat stroke, etc. Ice will be purchased to keep water cool inside of a cooler.

Police Package (Vehicle Lights & Sirens): The CNMI DPS will need to purchase lights, sirens, etc. in order to properly utilize the vehicle being purchased under the FY 2019 MCSAP grant award.

Uniforms: MCSAP enforcement officers require proper uniforms (shirts, pants, hats, shoes, etc.) and duty gear such as duty belts with all the mandated instruments and tools to carry out their duties for inspection responsibilities as well as to maintain professionalism in the workforce. *Uniforms are only for the 100% dedicated MCSAP enforcement officers* and must be replaced at least every six months due to the harsh island weather conditions. Additionally, it is difficult to prevent the uniform material from fading and tearing especially with the harsh city water conditions in the CNMI. Full sets of uniforms will be purchased at least every six (6) months for each MCSAP officer. **Currently, there are nine (9) personnel who are dedicated to the program which would account for additional costs for uniform expenses compared to the seven (7) that was budgeted for in FY 2018. The high cost of the uniforms and gear are a result of the CNMI's geographical location makes it difficult to procure uniforms and gear on-island. Most, if not all uniforms and gear are special ordered from off-island and shipped to the CNMI. Due to the economic inflation, shipping costs, embroidery costs, and other expenses incurred when procuring these items, it is very costly to acquire these items.**

Due to the nature of inspections, officers tend to get their uniforms and/or duty gear and dirty and sometimes damaged from CMV parts or leakage from components that have fluids/oils while the inspector is under the vehicle. Additionally, the weather in the CNMI causes officers to perspire a great amount when conducting inspections, which forces the officer to constantly wash their uniforms in order to have a proper uniform for each day of the week. Additionally, the need to procure two separate types of uniforms in order to be in accordance with the DPS's new uniform directive increases the amount of funding needed for uniforms.

Uniforms	2	\$6,075.00	\$12,150.00
Shirts (5 X 9 personnel)	45	\$60.00	\$2,700.00
Pants (5 X 9 personnel)	45	\$50.00	\$2,250.00
Shoes (2/year)	9	\$100.00	\$900.00
Caps (2/year)	9	\$25.00	\$225.00
		\$235.00	\$6,075.00

Part 4 Section 7 - Contractual and Subaward

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

Contractual – A contract is a legal instrument by which a non-Federal entity purchases property or services needed to carry out the project or program under a Federal award ([2 CFR §200.22](#)). All contracts issued under a Federal award must comply with the standards described in [2 CFR §200 Procurement Standards](#).

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

Subaward – A subaward is an award provided by a pass-through entity to a subrecipient for the subrecipient to carry out part of a Federal award received by the pass-through entity. It does not include payments to a contractor or payments to an individual that is a beneficiary of a Federal program. A subaward may be provided through any form of legal agreement, including an agreement that the pass-through entity considers a contract ([2 CFR §200.92](#) and [2 CFR §200.330](#)).

Subrecipient - Subrecipient means a non-Federal entity that receives a subaward from a pass-through entity to carry out part of a Federal program, but does not include an individual who is a beneficiary of such program. A subrecipient may also be a recipient of other Federal awards directly from a Federal awarding agency ([2 CFR §200.93](#)).

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

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

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

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

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

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

Contractual and Subaward Project Costs						
Legal Name	DUNS/ EIN Number	Instrument Type	% of Time on MCSAP Grant	Total Project Costs (Federal)	Federal Share	MOE
TOTAL: Contractual and Subaward				\$0.00	\$0.00	\$0.00

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

Part 4 Section 8 - Other Costs

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

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

Enter a description of each requested Other Cost.

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

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

Indirect Costs

Information on Indirect Costs ([2 CFR §200.56](#)) is captured in this section. This cost is allowable only when an approved indirect cost rate agreement has been provided. Applicants may charge up to the total amount of the approved indirect cost rate multiplied by the eligible cost base. Applicants with a cost basis of salaries/wages and fringe benefits may only apply the indirect rate to those expenses. Applicants with an expense base of modified total direct costs (MTDC) may only apply the rate to those costs that are included in the MTDC base ([2 CFR §200.68](#)).

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

Your State will claim reimbursement for Indirect Costs.

Indirect Costs				
Cost Basis	Approved Rate	Eligible Costs	Total Indirect Costs	Federal Share
Modified Total Direct Costs (MTDC)	9.50	\$283,105.03	\$26,894.97	\$26,894.97
TOTAL: Indirect Costs			\$26,894.97	\$26,894.97

Other Costs Project Costs						
Item Name	# of Units/ Unit of Measurement	Cost per Unit	% of Time on MCSAP Grant	Total Project Costs (Federal)	Federal Share	MOE
Freight & Handling	1 Each	\$3,000.00	100.0000	\$3,000.00	\$3,000.00	\$0.00
Advertising	4 Quarterly	\$500.00	100.0000	\$2,000.00	\$2,000.00	\$0.00
Printing & Photocopying	4 Quarterly	\$500.00	100.0000	\$2,000.00	\$2,000.00	\$0.00
Printing (Decals)	1 Each	\$3,000.00	100.0000	\$3,000.00	\$3,000.00	\$0.00
Repair & Maintenance	4 Quarterly	\$573.50	100.0000	\$2,294.00	\$2,294.00	\$0.00
Utilities	12 Monthly	\$960.00	100.0000	\$11,520.00	\$11,520.00	\$0.00
Dues & Subscriptions	1 Each	\$7,800.00	100.0000	\$7,800.00	\$7,800.00	\$0.00
Communications	12 Monthly	\$1,010.00	100.0000	\$12,120.00	\$12,120.00	\$0.00
Fuel & Lubrication	12 Monthly	\$850.00	100.0000	\$10,200.00	\$10,200.00	\$0.00
TOTAL: Other Costs				\$53,934.00	\$53,934.00	\$0.00

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

Indirect Cost Rate: Indirect Cost (IDC) Rate is based on the CNMI's approved IDC for FY 2019 at 9.50% (with utilities directly charged); the approved IDC rate for FY 2019 was released on May 20, 2019.

Advertising (Newspaper/Radio Ads): MCSAP will advertise newspaper and radio spots to promote CMV safety initiatives as outlined in the CVSP. In addition, newspaper ads will be budgeted for an Invitation to Bid for the vehicle purchased under this grant award.

Printing & Photocopying/ Decals: MCSAP will require the printing of quarterly decals and out-of-service stickers for distribution during inspections. CVSA stickers will be purchased per quarter based on the calendar year. Printing costs also include the printing for CVSPs for distribution to other agencies in the CNMI. Printing costs are inclusive of all costs associated with printing educational brochures/posters/handouts utilized and distributed during educational activity plans. Also, included in this cost category is the printing of reflective vinyl to properly mark and identify the vehicle that will be purchased under this grant.

Repair & Maintenance: This amount will be reserved for the repair and maintenance of all MCSAP equipment including computers, printers, vehicles, and other operational equipment. It is essential that all equipment are kept in good working condition to ensure efficiency and durability.

Dues & Subscriptions: This amount will be used to pay for annual membership fees as MCSAP continues to work closely with CVSA.

Communications: It is vital for all MCSAP personnel to be able to be contacted or have access to reliable a communication line at all times. The communications cost is inclusive of cell phone services, LAN lines, radio services, internet and DSL access and Safety Net services. The total cost is based on past monthly expenses.

Utilities: The assigned MCSAP office will be billed for utility and water expenses. With the CNMI utility rate one of the highest in the nation, funding is extremely important to allow administrative personnel as well as enforcement officers to perform its effectively and efficiently. Charges for utilities are an estimate of the office space provided to the MCSAP.

Fuel & Lubrication: Fuel and lubrication charges are for vehicles assigned to the program at 100%.

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		
	100% Federal Share	Total Estimated Funding
Total	\$350,000.00	\$350,000.00

Summary of MCSAP Funding Limitations	
Allowable amount for Overtime without written justification (15% of MCSAP Award Amount):	\$0.00
MOE Baseline:	\$162,125.08

Estimated Expenditures			
Personnel			
	Federal Share	Total Project Costs (Federal)	MOE
Police Captain	\$40,012.00	\$40,012.00	\$0.00
Police Sergeant	\$29,858.00	\$29,858.00	\$0.00
Police Officer I	\$21,220.00	\$21,220.00	\$0.00
Administrative Assistant	\$27,082.00	\$27,082.00	\$0.00
Program Manager	\$0.00	\$0.00	\$11,550.00
Police Officer III	\$0.00	\$0.00	\$77,375.76
Police Officer II	\$0.00	\$0.00	\$23,393.76
Police Officer I	\$0.00	\$0.00	\$21,218.08
Salary Subtotal	\$118,172.00	\$118,172.00	\$133,537.60
Overtime subtotal	\$0.00	\$0.00	\$0.00
Personnel total	\$118,172.00	\$118,172.00	\$133,537.60

Fringe Benefits			
	Federal Share	Total Project Costs (Federal)	MOE
Health Insurance	\$31,241.08	\$31,241.08	\$0.00
Personnel Insurance	\$1,713.49	\$1,713.49	\$0.00
Holiday Pay	\$6,363.11	\$6,363.11	\$0.00
401K	\$1,083.28	\$1,083.28	\$0.00
Medicare	\$1,713.49	\$1,713.49	\$0.00
FICA	\$7,326.66	\$7,326.66	\$0.00
Health Insurance	\$0.00	\$0.00	\$6,524.04
Personnel Insurance	\$0.00	\$0.00	\$1,936.29
Holiday Pay	\$0.00	\$0.00	\$8,345.44
401 K	\$0.00	\$0.00	\$2,063.35
Medicare	\$0.00	\$0.00	\$1,936.29
FICA	\$0.00	\$0.00	\$8,279.33
Fringe Benefits total	\$49,441.11	\$49,441.11	\$29,084.74

Travel			
	Federal Share	Total Project Costs (Federal)	MOE
2019 MCSAP Planning Meeting	\$8,475.00	\$8,475.00	\$0.00
Passenger Carrier	\$8,475.00	\$8,475.00	\$0.00
Strike Force - Tlnian	\$1,900.00	\$1,900.00	\$0.00
Strike Force - Rota	\$2,700.00	\$2,700.00	\$0.00
NAS A & B	\$16,650.00	\$16,650.00	\$0.00
COHMED	\$4,425.00	\$4,425.00	\$0.00
Travel total	\$42,625.00	\$42,625.00	\$0.00

Equipment			
	Federal Share	Total Project Costs (Federal)	MOE
Vehicle	\$40,000.00	\$40,000.00	\$0.00
Equipment total	\$40,000.00	\$40,000.00	\$0.00

Supplies			
	Federal Share	Total Project Costs (Federal)	MOE
Office Supplies	\$2,003.00	\$2,003.00	\$0.00
Cleaning Supplies	\$947.92	\$947.92	\$0.00
Ice & Water	\$832.00	\$832.00	\$0.00
Police Package (Vehicle Lights & Sirens)	\$3,000.00	\$3,000.00	\$0.00
Uniforms / Duty Gear	\$12,150.00	\$12,150.00	\$0.00
Supplies total	\$18,932.92	\$18,932.92	\$0.00

Contractual and Subaward			
	Federal Share	Total Project Costs (Federal)	MOE
Contractual and Subaward total	\$0.00	\$0.00	\$0.00

Other Costs			
	Federal Share	Total Project Costs (Federal)	MOE
Freight & Handling	\$3,000.00	\$3,000.00	\$0.00
Advertising	\$2,000.00	\$2,000.00	\$0.00
Printing & Photocopying	\$2,000.00	\$2,000.00	\$0.00
Printing (Decals)	\$3,000.00	\$3,000.00	\$0.00
Repair & Maintenance	\$2,294.00	\$2,294.00	\$0.00
Utilities	\$11,520.00	\$11,520.00	\$0.00
Dues & Subscriptions	\$7,800.00	\$7,800.00	\$0.00
Communications	\$12,120.00	\$12,120.00	\$0.00
Fuel & Lubrication	\$10,200.00	\$10,200.00	\$0.00
Other Costs total	\$53,934.00	\$53,934.00	\$0.00

Total Costs			
	Federal Share	Total Project Costs (Federal)	MOE
Subtotal for Direct Costs	\$323,105.03	\$323,105.03	\$162,622.34
Indirect Costs	\$26,894.97	\$26,894.97	NA
Total Costs Budgeted	\$350,000.00	\$350,000.00	\$162,622.34

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		
	100% Federal Share	Total Estimated Funding
Total	\$350,000.00	\$350,000.00

Summary of MCSAP Funding Limitations	
Allowable amount for Overtime without written justification (15% of MCSAP Award Amount):	\$0.00
MOE Baseline:	\$162,125.08

Estimated Expenditures			
	Federal Share	Total Project Costs (Federal)	Planned MOE Costs
Salary Subtotal	\$118,172.00	\$118,172.00	\$133,537.60
Overtime Subtotal	\$0.00	\$0.00	\$0.00
Personnel Total	\$118,172.00	\$118,172.00	\$133,537.60
Fringe Benefits Total	\$49,441.11	\$49,441.11	\$29,084.74
Travel Total	\$42,625.00	\$42,625.00	\$0.00
Equipment Total	\$40,000.00	\$40,000.00	\$0.00
Supplies Total	\$18,932.92	\$18,932.92	\$0.00
Contractual and Subaward Total	\$0.00	\$0.00	\$0.00
Other Costs Total	\$53,934.00	\$53,934.00	\$0.00
	Federal Share	Total Project Costs (Federal)	Planned MOE Costs
Subtotal for Direct Costs	\$323,105.03	\$323,105.03	\$162,622.34
Indirect Costs	\$26,894.97	\$26,894.97	NA
Total Costs Budgeted	\$350,000.00	\$350,000.00	\$162,622.34

Part 5 - Certifications and Documents

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

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

Part 5 Section 1 - State Certification

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

1. What is the name of the person certifying the declaration for your State? Robert A. Guerrero
2. What is this person's title? Commissioner, Public Safety
3. Who is your Governor's highway safety representative? Robert A. Guerrero
4. What is this person's title? Commissioner, Public Safety

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

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

State Certification declaration:

I, Robert A. Guerrero, Commissioner, Public Safety, on behalf of the Commonwealth of NORTHERN MARIANA ISLANDS, 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.

The CNMI is working with the Attorney General's Office to publish a regulation. A timeline can not be determined at this time as the process is lengthy; however, it is hoping to be completed in the next six (6) months.

Part 5 Section 2 - Annual Review of Laws, Regulations, Policies and Compatibility Certification

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

1. What is the name of your certifying State official? Robert A. Guerrero
2. What is the title of your certifying State official? Commissioner, Public Safety
3. What are the phone # and email address of your State official? (670) 664-9022 raguerrero64@gmail.com

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

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

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

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

The CNMI is working with the Attorney General's Office to publish a regulation. A timeline can not be determined at this time as the process is lengthy; however, it is hoping to be completed in the next six (6) months.

Part 5 Section 3 - New Laws/Legislation/Policy Impacting CMV Safety

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

☐ Yes ☒ No

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

☐ Yes ☒ No

FY 2019 Certification of MCSAP Conformance (State Certification)

I, **Robert A. Guerrero, Commissioner**, on behalf of the **Commonwealth of the Northern Mariana Islands**, 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 adopted commercial motor carrier and highway hazardous materials safety regulations, standards and orders that are compatible with the FMCSRs and the HMRs, and the standards and orders of the Federal Government.
2. The State has designated **Department of Public Safety (DPS)** as the Lead State Agency to administer the Commercial Vehicle Safety Plan throughout the State for the grant sought and **Motor Carrier Unit** to perform defined functions under the CVSP. The Lead State Agency has 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.
3. 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.
4. 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, and 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.
5. The State requires that all reports relating to the program be submitted to the appropriate State agency or agencies, and the State will make these reports available, in a timely manner, to the FMCSA on request.
6. The State has uniform reporting requirements and uses FMCSA designated forms for record keeping, inspection, and other enforcement activities.
7. The State has in effect a requirement that registrants of CMVs demonstrate their knowledge of the applicable Federal or State CMV safety laws or regulations.
8. The State must ensure that the total expenditure of amounts of the Lead State Agency will be maintained at a level of effort each fiscal year in accordance with 49 CFR 350.301.
9. The State will ensure that MCSAP funded enforcement of activities under 49 CFR 350.309 will not diminish the effectiveness of the development and implementation of the programs to improve motor carrier, CMV, and driver safety.

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

21. 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).
22. The State will transmit to its roadside inspectors the notice of each Federal exemption granted pursuant to 49 U.S.C. § 31315(b) and 49 CFR 390.32 and 390.25 as provided to the State by FMCSA, including the name of the person granted the exemption and any terms and conditions that apply to the exemption.
23. Except for a territory of the United States, the 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.
24. The State willfully participates in the performance and registration information systems management program under 49 U.S.C. § 31106(b) not later than October 1, 2020, or demonstrates to FMCSA an alternative approach for identifying and immobilizing a motor carrier with serious safety deficiencies in a manner that provides an equivalent level of safety.
25. In the case of a 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.
26. 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 CFR 350.203 and 350.310.

Signature



Date

July 13, 2018

Annual Certification of Compatibility

In accordance with 49 CFR, Part 350 and 355, as Commissioner of CNMI Department of Public Safety, I do hereby certify the Commonwealth of the Northern Mariana Islands (CNMI) is compatible with appropriate part of the Federal Motor Carrier Safety Regulations (FMCSRs) and the Federal Hazardous Materials Regulations (FHMRS) as follows:

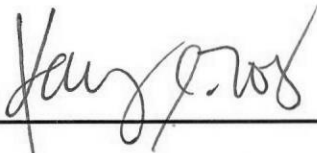
Public Law 10-11 "Motor Carrier Safety Act" was signed into law on the 6th of June 1996. The Department of Public Safety (DPS) was designated to regulate commercial motor vehicles weighing 10,001 pounds or more, vehicles designed to transport more than eight passengers or more including the drivers, and laws that are compatible to the Hazardous Materials Regulations 49 CFR Part 172, Subpart F.

The CNMI Department of Public Safety has adopted by reference the following regulations contained in 49 CFR Part 107, 171-173 inclusive 177, 178, and 180. DPS also adopts by reference Parts 382, 383, 387, 390-393, 395-397, and Part 40 inclusive and Appendices D, E, and G.

Unless exception is made by the DPS after public hearings held pursuant to the CNMI Administrative Procedure Act, the rules of the Department shall be current with the rules adopted by the United States Department of Transportation in Title 49 of the United States Code of Federal Regulations, as now or hereafter amended relating to requirements for motor carriers, motor carrier drivers, equipment and transportation of hazardous materials.

"In an effort to maintain compatibility with the FMCSRs and the FHMRS and ensure state reciprocity, the regulatory finding within the CNMI MCSAP Program Review Report dated March 2012 will be addressed by the CNMI. A summary of the report finding and corrective action plan response follows."

Dated on the 30th day of July 2018.



Eloise Kay A. Inos, Acting Commissioner, DPS

CNMI/FI-1 49 CFR 350.201(a) – Compatible Adoption and Enforcement:

The CNMI has not adopted Territorial safety laws and regulations that are fully compatible with the FMCSR.

The DPS, acting under legislative authority, adopted and incorporated by reference the FMCSR in 49 CFR Parts 390 – 393- and 395 – 397 and the HMR in 49 CFR 107, 171- 173, 177, 178 and 180 in their entirety following the enactment of Pub. L. 10-11 on June 6, 1996. To that extent, the Commonwealth had adopted safety laws and regulations that were fully compatible with the FMCSR and HMR. However, the DPS has failed to adopt any amendment to the FMCSR and HMR since that time (1996). Although Public Law 10-11 § 4 provides that the rules adopted by the DPS must be “current” with the adopted rules of the US DOT “as now or hereafter amended” there is no language in the DPS MCSR that articulates the continue adherence to the purpose of that statutory directive. Section II of the MCSR provides that the DPS adopted by reference the Federal regulations contained in “49 Code of Federal Regulations (CFR) Part 107, 171-173 inclusive, 178 and 180 (*as revised on October 1, 1995*). That section also adopted by reference “Parts 382, 383, 390-393, 395-397 and Part 40 inclusive and appendices D, E, and G (*as revised on February 1, 1996*).” (Emphasis added.) Each participating MCSAP State or Territory is required in 49 CFR 350.331(d) to “amend its laws and regulations to make them compatible with the FMCSRs and HMRs.” The amendments to the State or Territorial regulations must be effective “no later than three years following the effective date of any newly enacted regulation or amendment to the FMCSRs and HMRs.” Therefore, to the extent amendments have been made to the FMCSR and HMR over approximately the past 12 years and have not been adopted by the DPS MCSR, the DPS MCSR are incompatible with the current FMCSR and HMR. (*per Regulatory Review*)

Action Plan:

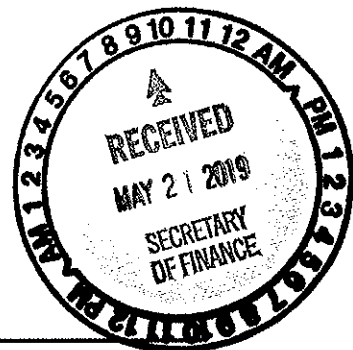
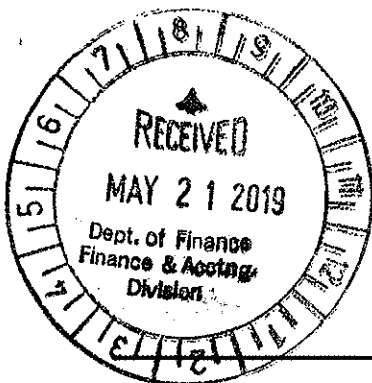
The CNMI Department of Public Safety has submitted a legal request for assistance to the CNMI Attorney General’s Office to amend CNMI PL 10-11 [9 CMC §§ 1102 and 3114] and 1 CMC §§2501 et seq. It is working with the Attorney General’s Office to publish a regulation to reflect the most current FMCSRs.

Estimated Completion Date:

The Assistant Attorney General assigned to the DPS legal request is working with the CNMI DPS to publish a regulation that will reflect the most current FMCSRs. A date cannot be determined at this time.

Date Completed:

TBD



State and Local Governments
Indirect Cost Negotiation Agreement

EIN: 98-6019463

Organization:

Date: May 20, 2019

Commonwealth of the Northern Mariana Islands
P.O. Box 5234 CHRB
Saipan, MP 96950-5234

Report No(s): 19-A-0737(19C)

Filing Ref.:
Last Negotiation Agreement
dated May 9, 2018

The indirect cost rates contained herein are for use on grants, contracts, and other agreements with the Federal Government to which 2 CFR Part 200 applies for fiscal years beginning on or after December 26, 2014 subject to the limitations in Section II.A. of this agreement. Applicable OMB Circulars and the regulations at 2 CFR 225 will continue to apply to federal funds awarded prior to December 26, 2014. The rates were negotiated by the U.S. Department of the Interior, Interior Business Center, and the subject organization in accordance with the authority contained in applicable regulations.

Section I: Rates

Type	Effective Period		Rate*	Locations	Applicable
	From	To			To
Fixed Carryforward	10/01/18	09/30/19	30.25%	All	1/
Fixed Carryforward	10/01/18	09/30/19	9.50%	All	2/

1/ Programs without utilities direct charged.

2/ Programs with utilities direct charged (includes Federal PR/DJ)

*Base: Total direct costs, less capital expenditures and passthrough funds. Passthrough funds are normally defined as payments to participants, stipends to eligible recipients, or subawards, all of which normally require minimal administrative effort.

Treatment of fringe benefits: Fringe benefits applicable to direct salaries and wages are treated as direct costs; fringe benefits applicable to indirect salaries and wages are treated as indirect costs.

Section II: General

Page 1 of 3

A. Limitations: Use of the rate(s) contained in this agreement is subject to any applicable statutory limitations. Acceptance of the rate(s) agreed to herein is predicated upon these conditions: (1) no costs other than those incurred by the subject organization were included in its indirect cost rate proposal, (2) all such costs are the legal obligations of the grantee/contractor, (3) similar types of costs have been accorded consistent treatment, and (4) the same costs that have been treated as indirect costs have not been claimed as direct costs (for example, supplies can be charged directly to a program or activity as long as these costs are not part of the supply costs included in the indirect cost pool for central administration).

B. Audit: All costs (direct and indirect, federal and non-federal) are subject to audit. Adjustments to amounts resulting from audit of the cost allocation plan or indirect cost rate proposal upon which the negotiation of this agreement was based will be compensated for in a subsequent negotiation.

C. Changes: The rate(s) contained in this agreement are based on the organizational structure and the accounting system in effect at the time the proposal was submitted. Changes in organizational structure, or changes in the method of accounting for costs which affect the amount of reimbursement resulting from use of the rate(s) in this agreement, require the prior approval of the responsible negotiation agency. Failure to obtain such approval may result in subsequent audit disallowance.

D. Rate Type:

1. **Fixed Carryforward Rate:** A fixed carryforward rate is based on an estimate of the costs that will be incurred during the period for which the rate applies. When the actual costs for such periods have been determined, an adjustment will be made to the rate for future periods, if necessary, to compensate for the difference between the costs used to establish the fixed rate and the actual costs.

2. **Provisional/Final Rates:** Within six (6) months after year end, a final indirect cost rate proposal must be submitted based on actual costs. Billings and charges to contracts and grants must be adjusted if the final rate varies from the provisional rate. If the final rate is greater than the provisional rate and there are no funds available to cover the additional indirect costs, the organization may not recover all indirect costs. Conversely, if the final rate is less than the provisional rate, the organization will be required to pay back the difference to the funding agency.

3. **Predetermined Rate:** A predetermined rate is an indirect cost rate applicable to a specified current or future period, usually the organization's fiscal year. The rate is based on an estimate of the costs to be incurred during the period. A predetermined rate is not subject to adjustment. (Because of legal constraints, predetermined rates are not permitted for Federal contracts; they may, however, be used for grants or cooperative agreements.)

E. Rate Extension: Only final and predetermined rates may be eligible for consideration of rate extensions. Requests for rate extensions of a current rate will be reviewed on a case-by-case basis. If an extension is granted, the non-Federal entity may not request a rate review until the extension period ends. In the last year of a rate extension period, the non-Federal entity must submit a new rate proposal for the next fiscal period.

F. Agency Notification: Copies of this document may be provided to other federal offices as a means of notifying them of the agreement contained herein.

G. Record Keeping: Organizations must maintain accounting records that demonstrate that each type of cost has been treated consistently either as a direct cost or an indirect cost. Records pertaining to the costs of program administration, such as salaries, travel, and related costs, should be kept on an annual basis.

H. Reimbursement Ceilings: Grantee/contractor program agreements providing for ceilings on indirect cost rates or reimbursement amounts are subject to the ceilings stipulated in the contract or grant agreements. If the ceiling rate is higher than the negotiated rates in Section I of this agreement, the negotiated rates will be used to determine the maximum allowable indirect cost.

I. Use of Other Rates: If any federal programs are reimbursing indirect costs to this grantee/contractor by a measure other than the approved rate(s) in this agreement, the grantee/contractor should credit such costs to the affected programs, and the approved rate(s) should be used to identify the maximum amount of indirect cost allocable to these programs.

J. Central Service Costs: If the proposed central service cost allocation plan for the same period has not been approved by that time, the indirect cost proposal may be prepared including an amount for central services that is based on the latest federally-approved central service cost allocation plan. The difference between these central service amounts and the amounts ultimately approved will be compensated for by an adjustment in a subsequent period.

K. Other:

1. The purpose of an indirect cost rate is to facilitate the allocation and billing of indirect costs. Approval of the indirect cost rate does not mean that an organization can recover more than the actual costs of a particular program or activity.

2. Programs received or initiated by the organization subsequent to the negotiation of this agreement are subject to the approved indirect cost rate(s) if the programs receive administrative support from the indirect cost pool. It should be noted that this could result in an adjustment to a future rate.

3. Indirect cost proposals must be developed (and, when required, submitted) within six (6) months after the close of the governmental unit's fiscal year, unless an exception is approved by the cognizant agency for indirect costs.

Section III: Acceptance

Listed below are the signatures of acceptance for this agreement:

By the State & Local Government:

Commonwealth of the Northern
Mariana Islands

State/Local Government

Signature

CONNIE S. AGULTO

Name (Type or Print)

ACTING SECRETARY, DEPT. OF FINANCE

Title

Date

5/17/19

By the Cognizant Federal Government
Agency:

U.S. Department of the Interior

Agency

CRAIG WILLS

Digitally signed by CRAIG WILLS
Date: 2019.05.20 12:21:24 -0700

Signature

Craig A. Wills

Name

Division Chief

Indirect Cost Services Division

Title

U.S. Department of the Interior

Interior Business Center

Agency

Negotiated by Elena Chan

Telephone (916) 930-3824



United States Department of the Interior

INTERIOR BUSINESS CENTER

Indirect Cost Services
650 Capitol Mall, Suite 7-400
Sacramento, CA 95814-4706



May 20, 2019

Ms. Larrisa C. Larson, Secretary of Finance
Commonwealth of the Northern Mariana Islands
P.O. Box 5234 CHRB
Saipan, MP 96950-5234

Dear Larrisa Larson:

Enclosed is the signed Negotiated Indirect Cost Rate Agreement that was processed by our office. If you have any questions concerning this agreement, please refer to the signature page for the name and contact number of the negotiator.

As a recipient of federal funds, the regulations require you to maintain a current indirect cost rate agreement. For provisional/final indirect cost rates, Indirect Cost Proposals should be submitted on an annual basis, and they are due within six (6) months after the close of your fiscal year. For predetermined rates and approved rate extensions, proposals are due in our office six (6) months prior to the expiration of your current rate agreement. Please note that proposals are processed on a first-in, first-out basis.

Common fiscal year end dates and proposal due dates are listed below:

Fiscal Year End Date	Proposal Due Date
September 30 th	March 31 st
December 31 st	June 30 th
June 30 th	December 31 st

Please visit our website for guidance and updates on submitting future indirect cost proposals. The website includes helpful tools such as a completeness checklist, indirect cost and lobbying certificates, sample proposals, Excel worksheet templates, and links to other websites.

Sincerely,

Craig A. Wills
Office Chief

Enclosure

cc: Linda Gee, Territories Financial Lead, Financial Management Branch, HHS
Ref: J:\IDC-DOI\Other (Territorial)\Commonwealth of the Northern Mariana Islands (Cnmig014)\FY 18 19\Cnmi-Issue.ltr.19C.docx

Phone: (916) 930-3803
Fax: (916) 930-3804

Email: ICS@ibc.doi.gov
Website: <http://www.doi.gov/ibc/services/finance/Indirect-Cost-Services>

**State and Local Governments
Indirect Cost Negotiation Agreement**

EIN: 98-6019463

Organization:

Commonwealth of the Northern Mariana Islands
P.O. Box 5234 CHRB
Saipan, MP 96950-5234

Date: May 9, 2018

Report No(s) : 18-A-0673

Filing Ref.:

Last Negotiation Agreement
dated June 21, 2017

The indirect cost rates contained herein are for use on grants, contracts, and other agreements with the Federal Government to which 2 CFR Part 200 applies for fiscal years beginning on or after December 26, 2014 subject to the limitations in Section II.A. of this agreement. Applicable OMB Circulars and the regulations at 2 CFR 225 will continue to apply to federal funds awarded prior to December 26, 2014. The rates were negotiated by the U.S. Department of the Interior, Interior Business Center, and the subject organization in accordance with the authority contained in applicable regulations.

Section I: Rates

Type	Effective Period		Rate*	Locations	Applicable To
	From	To			
Fixed Carryforward	10/01/17	09/30/18	30.25%	All	1/
Fixed Carryforward	10/01/17	09/30/18	12.10%	All	2/

1/ Programs without utilities direct charged.

2/ Programs with utilities direct charged (includes Federal PR/DJ)

***Base:** Total direct costs, less capital expenditures and passthrough funds. Passthrough funds are normally defined as payments to participants, stipends to eligible recipients, or subawards, all of which normally require minimal administrative effort.

Treatment of fringe benefits: Fringe benefits applicable to direct salaries and wages are treated as direct costs; fringe benefits applicable to indirect salaries and wages are treated as indirect costs.

Section II: General

Page 1 of 3

A. Limitations: Use of the rate(s) contained in this agreement is subject to any applicable statutory limitations. Acceptance of the rate(s) agreed to herein is predicated upon these conditions: (1) no costs other than those incurred by the subject organization were included in its indirect cost rate proposal, (2) all such costs are the legal obligations of the grantee/contractor, (3) similar types of costs have been accorded consistent treatment, and (4) the same costs that have been treated as indirect costs have not been claimed as direct costs (for example, supplies can be charged directly to a program or activity as long as these costs are not part of the supply costs included in the indirect cost pool for central administration).

B. Audit: All costs (direct and indirect, federal and non-federal) are subject to audit. Adjustments to amounts resulting from audit of the cost allocation plan or indirect cost rate proposal upon which the negotiation of this agreement was based will be compensated for in a subsequent negotiation.

C. Changes: The rate(s) contained in this agreement are based on the organizational structure and the accounting system in effect at the time the proposal was submitted. Changes in organizational structure, or changes in the method of accounting for costs which affect the amount of reimbursement resulting from use of the rate(s) in this agreement, require the prior approval of the responsible negotiation agency. Failure to obtain such approval may result in subsequent audit disallowance.

D. Rate Type:

1. **Fixed Carryforward Rate:** A fixed carryforward rate is based on an estimate of the costs that will be incurred during the period for which the rate applies. When the actual costs for such periods have been determined, an adjustment will be made to the rate for future periods, if necessary, to compensate for the difference between the costs used to establish the fixed rate and the actual costs.

2. **Provisional/Final Rates:** Within six (6) months after year end, a final indirect cost rate proposal must be submitted based on actual costs. Billings and charges to contracts and grants must be adjusted if the final rate varies from the provisional rate. If the final rate is greater than the provisional rate and there are no funds available to cover the additional indirect costs, the organization may not recover all indirect costs. Conversely, if the final rate is less than the provisional rate, the organization will be required to pay back the difference to the funding agency.

3. **Predetermined Rate:** A predetermined rate is an indirect cost rate applicable to a specified current or future period, usually the organization's fiscal year. The rate is based on an estimate of the costs to be incurred during the period. A predetermined rate is not subject to adjustment. (Because of legal constraints, predetermined rates are not permitted for Federal contracts; they may, however, be used for grants or cooperative agreements.)

E. Rate Extension: Only final and predetermined rates may be eligible for consideration of rate extensions. Requests for rate extensions of a current rate will be reviewed on a case-by-case basis. If an extension is granted, the non-Federal entity may not request a rate review until the extension period ends. In the last year of a rate extension period, the non-Federal entity must submit a new rate proposal for the next fiscal period.

F. Agency Notification: Copies of this document may be provided to other federal offices as a means of notifying them of the agreement contained herein.

G. Record Keeping: Organizations must maintain accounting records that demonstrate that each type of cost has been treated consistently either as a direct cost or an indirect cost. Records pertaining to the costs of program administration, such as salaries, travel, and related costs, should be kept on an annual basis.

H. Reimbursement Ceilings: Grantee/contractor program agreements providing for ceilings on indirect cost rates or reimbursement amounts are subject to the ceilings stipulated in the contract or grant agreements. If the ceiling rate

is higher than the negotiated rates in Section I of this agreement, the negotiated rates will be used to determine the maximum allowable indirect cost.

I. Use of Other Rates: If any federal programs are reimbursing indirect costs to this grantee/contractor by a measure other than the approved rate(s) in this agreement, the grantee/contractor should credit such costs to the affected programs, and the approved rate(s) should be used to identify the maximum amount of indirect cost allocable to these programs.

J. Central Service Costs: If the proposed central service cost allocation plan for the same period has not been approved by that time, the indirect cost proposal may be prepared including an amount for central services that is based on the latest federally-approved central service cost allocation plan. The difference between these central service amounts and the amounts ultimately approved will be compensated for by an adjustment in a subsequent period.

K. Other:

1. The purpose of an indirect cost rate is to facilitate the allocation and billing of indirect costs. Approval of the indirect cost rate does not mean that an organization can recover more than the actual costs of a particular program or activity.

2. Programs received or initiated by the organization subsequent to the negotiation of this agreement are subject to the approved indirect cost rate(s) if the programs receive administrative support from the indirect cost pool. It should be noted that this could result in an adjustment to a future rate.

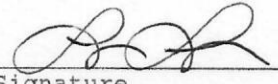
3. Indirect cost proposals must be developed (and, when required, submitted) within six (6) months after the close of the governmental unit's fiscal year, unless an exception is approved by the cognizant agency for indirect costs.

Section III: Acceptance

Listed below are the signatures of acceptance for this agreement:

By the State & Local Government:

Commonwealth of the Northern
Mariana Islands
State/Local Government

 /s/

Signature

Larrisa C. Larson

Name (Type or Print)

Secretary of Finance

Title

May 08, 2018

Date

By the Cognizant Federal Government
Agency:

U.S. Department of the Interior
Agency

CRAIG WILLS Digitally signed by CRAIG WILLS
Date: 2018.05.09 11:03:37
-07'00' /s/

Signature

Craig A. Wills

Name

Office Chief

Office of Indirect Cost Services

Title

U.S. Department of the Interior

Interior Business Center

Agency

Negotiated by Elena Chan
Telephone (916) 930-3824



U.S. Department
of Transportation

**Federal Motor Carrier
Safety Administration**

Deputy Administrator

1200 New Jersey Avenue, SE
Washington, DC 20590

October 1, 2017

Commissioner Robert A. Guerrero
Commonwealth of the Northern Mariana Islands
Department of Public Safety
Post Office Box 500791
Saipan, MP 96950

Dear Commissioner Guerrero:

Thank you for your letter requesting a waiver of the Commonwealth of the Northern Mariana Islands' (CNMI) Fiscal Year (FY) 2017 Maintenance of Effort (MOE) for the Motor Carrier Safety Assistance Program (MCSAP).

Given the extraordinary circumstances experienced in 2016 and 2017 by CNMI, the Federal Motor Carrier Safety Administration (FMCSA) grants a partial waiver, as authorized by the provisions of 49 U.S.C. 31-102(b)(4)(C), which will allow CNMI to adjust its operations and staffing without undue financial pressure and to continue to participate in MCSAP operations for the coming year.

The current FY 2017 MOE obligation for CNMI is \$162,125.08. With the approved partial waiver, FMCSA decreases the obligation by 75 percent or \$121,593.81. The CNMI's MOE obligation for FY 2017 will now be \$40,531.27.

Should you need additional information or assistance, please contact Thomas Liberatore, Chief, State Programs Division at (202) 366-3030 or by e-mail at thomas.liberatore@dot.gov.

Sincerely,

Daphne Y. Jefferson




U.S. Department
of Transportation

**Federal Motor Carrier
Safety Administration**

1200 New Jersey Avenue, SE
Washington, DC 20590

August 30, 2017

ACTION MEMORANDUM TO THE DEPUTY ADMINISTRATOR

From: William A. Quade, Associate Administrator for Enforcement
x62172 
Prepared by: Thomas Liberatore, Chief, State Programs Division
x63030
Subject: Fiscal Year 2017 Commonwealth of the Northern Mariana Islands
Maintenance of Effort Waiver Request

ACTION REQUIRED

I request your approval of the request from the Commonwealth of the Northern Mariana Islands (CNMI) for a partial waiver of their Fiscal Year (FY) 2017 Motor Carrier Safety Assistance Program (MCSAP) Maintenance of Effort (MOE) requirement.

SUMMARY

The attached letter from the CNMI Department of Public Safety requests a waiver of their FY 2017 MCSAP grant MOE requirement. Granting this 1-year MOE waiver to CNMI will allow the Territory an opportunity to adjust its operations and staffing without undue financial pressure and, most importantly, enables CNMI to continue to participate in MCSAP operations for the coming year.

BACKGROUND

The CNMI Department of Public Safety, which is the lead MCSAP agency, continues to have difficulty maintaining adequate personnel in their motor carrier safety program to meet the Maintenance of Effort (MOE) required to utilize their MCSAP grant that was awarded in March of 2017.

The CNMI program was fully-staffed until February of 2017, where one officer resigned and another was transferred to another section within the Department due to a severe manpower shortage. Since then, there have only been a total of six (6) officers that have been assigned to the MCSAP and CNMI believes it may not be able to increase its number of personnel to the level that is needed to fulfill the MCSAP grant agreement between FMCSA and the CNMI.

RECOMMENDATION

I recommend that you approve CNMI's request for a partial waiver of their FY 2017 MCSAP Maintenance of Effort requirement.

Attachment:
CNMI MOE reduction request letter

Deputy Administrator

APPROVED:

Daphne Z. Peterson

DISAPPROVED:

COMMENTS:

DATE:

9/26/17



Ralph DLG. Torres
Governor

Victor B. Hocog
Lieutenant Governor

COMMONWEALTH OF THE NORTHERN MARIANA ISLANDS
DEPARTMENT OF PUBLIC SAFETY

Jose M. Sablan Building, Civic Center Susupe, P. O. Box 500791 Saipan, MP 96950
Telephone: (670) 664-9001 Facsimile: (670) 664-9019



Robert A. Guerrero
Commissioner

June 19, 2017

Stephen McCormick
Hawaii Division Office
US DOT / FMCSA

Subject: Request for Waiver/Reduction for FY 2017 Maintenance of Effort

Dear Mr. McCormick:

The Commonwealth of the Northern Mariana Islands (CNMI) Department of Public Safety Motor Carrier Safety Assistance Program (MCSAP) continues to have a difficult time maintaining adequate personnel in the program to meet the Maintenance of Effort (MOE) required to utilize the MCSAP grant that was awarded to the Department in March of 2017.

The Program was fully-staffed until February of 2017, where one officer resigned from the DPS and another was transferred to the Patrol Section within the Department that is in dire need of officers. Since then, there have only been a total of six (6) officers that have been assigned to the MCSAP and the Department foresees that it may not be able to increase its number to the eight (8) that is needed to fulfill the grant agreement between FMCSA and the CNMI.

The Department as a whole is short-staffed and has been operating on three-12 hour shifts for years past. Even with twenty-two (22) newly sworn officers joining the police force in 2016 and an academy set to graduate by the end of Summer 2017, these newly graduated police officers will be assigned to the Patrol Section as we need officers on the front line and patrolling the villages on our island.

At this time there is just not enough manpower to dedicate any more officers to the MCSAP at 100%. It would jeopardize the safety of our community; and, with the opening of a nearly completed casino set to open in the upcoming months, tourism and crime rates are expected to rise and the island needs officers present to deter crime more so than ever.

Your consideration in granting the CNMI a waiver/reduction in costs for the MOE is greatly appreciated.

If you have any questions, please contact me at (670) 664-9022.

Respectfully,

ROBERT A. GUERRERO

Commissioner, Department of Public Safety

cc: CNMI MCSAP Program Manager
File

	Wages	Fringe	Travel	Equipment	Supplies	Other	IDC	
FY 2016 5th QTR	\$4,291.36	\$1,135.36	\$5,600.00	0	\$3,667.92	\$4,719.27	\$0.00	\$19,413.91
FY 2016 6th QTR	\$0.00	\$0.00	\$21,002.52	0	\$290.94	\$9,283.59	\$16,157.07	\$46,734.12
FY 2016 7th QTR	\$0.00	\$0.00	\$8,939.10	0	\$5,450.00	\$10,508.21	\$8,046.81	\$32,944.12
FY 2016 8th QTR	\$0.00	\$0.00	\$ 6,534.82	\$24,846.56	\$22,478.85	\$13,380.37	\$7,603.76	\$74,844.36
FY 2017 1st QTR	\$16,052.92	\$5,610.85	\$0.00	0	0	\$0.00	\$7,001.73	\$28,665.50
FY 2017 2nd QTR	\$24,802.75	\$6,936.72	\$0.00	0	0	\$0.00	\$10,258.19	\$41,997.66
FY 2017 3rd QTR	\$27,457.38	\$7,928.48	\$5,381.08	0	0	\$2,184.86	\$19,144.43	\$62,096.23
FY 2017 4th QTR	\$27,284.80	\$7,454.55	\$23,144.12	0	0	\$9,666.37	\$21,832.11	\$89,381.95
	\$99,889.21	\$29,065.96	\$70,601.64	\$24,846.56	\$31,887.71	\$49,742.67	\$90,044.10	\$396,077.85
							\$396,077.85	

FY 2017 SUMMARY QUARTER ENDING 12/24/16:

BASE SALARY:	\$ 32,989.47
HOLIDAY:	\$ 2,217.05
PERSONNEL INSURANCE:	\$ 135.84
MEDICARE:	\$ 510.59
HEALTH INSURANCE:	\$ 582.47
401K:	\$ 386.00
SOCIAL SECURITY:	\$ 2,182.76
	\$ 39,004.17

	QTR 1	MOE
1st QTR Personnel Wages	\$ 32,989.47	
1st QTR Personnel Fringe	\$ 6,014.71	\$ 40,531.27
Commisioner (5%)	\$ 54,000.00	\$ 41,704.17
	\$ 41,704.17	\$ (1,172.90)

The CNMI DPS MCSAP was approved for a 75% waiver of the MOE on October 01, 2017. A copy of the approval letter has been uploaded to the documents section for reference.