



GUAM

Commercial Vehicle Safety Plan

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

**Fiscal Years 2020 - 2022
Annual Update FY 2021**

Date of Approval: June 15, 2021

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 350.209, 350.211 and 350.213](#). The lead agency must submit the State's CVSP to the FMCSA Division Administrator on or before the due date 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 or annual update each year to receive MCSAP funds.

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

- Part 1: MCSAP Overview (FY 2020 - 2022)
- Part 2: Crash Reduction and National Program Elements (FY 2020 - 2022)
- Part 3: National Emphasis Areas and State Specific Objectives (FY 2020 - 2022)
- Part 4: Financial Information (FY 2021)
- Part 5: Certifications and Documents (FY 2021)

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

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

REMINDERS FOR FY 2021:

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

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

- If Yes is indicated selected, the information provided for Year 1 will be editable and State users can make any necessary changes to their project plan. (Note: Trend Analysis information that supports your current activities is not editable.) Answer carefully as there is only one opportunity to select "Yes" before the question is locked.
- If "No" is selected, then no information in this section will be editable and the user should move forward to the next section.

All multi-year and annual update plans have been pre-populated with data and information from their FY 2020 plans. States must carefully review and update this information to reflect FY 2021 activities prior to submission to FMCSA. The financial information and certifications will be updated each fiscal year.

- Any information that is added should detail major programmatic changes. Do not include minor modifications that reflect normal business operations (e.g., personnel changes).
- Add any updates to the narrative areas and indicate changes by preceding it with a heading (e.g., FY 2021 update). Include descriptions of the changes to your program, including how data tables were modified.

Personally Identifiable Information - PII is information which, on its own or matched with other data, would permit identification of an individual. Examples of PII include: name, home address, social security number, driver's license number or State-issued identification number, date and/or place of birth, mother's maiden name, financial, medical, or educational records, non-work telephone numbers, criminal or employment history, etc. PII, if disclosed to or altered by unauthorized

individuals, could adversely affect the Agency's mission, personnel, or assets or expose an individual whose information is released to harm, such as identity theft.

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

Part 1 Section 2 - Mission/Goal Statement

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

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

Instructions:

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

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

Guam's Motor Carrier Safety Assistance Program's (MCSAP) primary mission is to remove unsafe drivers and vehicles from our highways in an effort to reduce crashes, property damage, and fatalities involving large trucks and buses.

This accomplishment is a result of joint activities conducted with our proactive partners, (i.e. Guam Police Department - Highway Patrol Division (GPD-HPD), Department of Public Works - Office of Highway Safety (DPW-OHS) and our MCSAP program. We each have pledged to work towards achieving our common goal to reduce the fatalities in large trucks and bus crashes by promoting the detection and correction of commercial motor vehicle (CMV) safety defects. CMV driver deficiencies resulting in a reduction in fatalities, non-fatal injuries, property damage and zero hazardous material incidents.

Based on statistics provided by the Guam Police Department Crash Report System during 2014 through 2018 there were a total of 47 reportable crashes involving CMV's which involved 20 non-fatal injuries, and 2 fatal crashes. Our goal is to continue focusing our inspection effort to reduce the number of non-fatal crashes during this fiscal year. We believe that through our partnerships supported by our driver/vehicle inspection program and safety workshops, our combined efforts will aid in reducing the number of crashes involving CMV's. We have committed to conducting a total of 2282 driver/vehicle inspections in an effort to support our goal.

Please take note: the MCSAP Coordinator inadvertently clicked on "yes" on the top of this page as there was no changes necessary made.

Part 1 Section 3 - MCSAP Structure Explanation

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

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

Instructions:

Briefly describe the 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.

Guam's Motor Carrier Safety Assistance Program (MCSAP) falls under the purview of the Department of Revenue and Taxation which is the Lead Agency to administer the Commercial Vehicle Safety Plan.

MCSAP Inspectors salary and operational activities are 100% federally funded. They currently maintain twelve (12) designated roadside sites considered high traffic corridors.

Guam MCSAP has 2 certified Senior Inspectors to support and maintain inspection activities (i.e. NAS Level I Part, A & B, General HM, Cargo Tank, Other bulk packaging, and PV inspections Levels I, II, III, & V). The Program also has 2 new inspectors, one of which has been NAS Level I Parts A & B Certified and is currently scheduled to attend upcoming PV and General HM Courses. Lastly, 1 New Recruit has begun On the Job Training. The Program Coordinator unfortunately was unable to Retain his Inspection Certifications.

We no longer have at this time a Highway Patrol Officer trained and certified to conduct NAS inspections to help support our roadside inspection and traffic enforcement activities. Once a eligible officer/s is available, they will be scheduled to attend NAS Training.

The MCSAP Coordinator has one senior inspector periodically assisting with daily program activities ranging from office operations, SafetyNet and the quarterly reports. The inspector will act in the coordinators capacity when he is on leave.

Despite all recent changes in Personel, we strive to continue to perform our duties and responsibilities to fulfill our Program mandates.

FY 2021 Update

Guam MCSAP has 3 certified inspectors and 1 inspector awaiting certification. The previous program coordinator is no longer with the program. Our newest recruit has not been able to attend training classes due to travel restrictions caused by the global pandemic. In an effort to move forward FMCSA has started to host online classes that will allow new inspectors the opportunity to take the classes virtually. In the absence of the coordinator, the new recruit with assistance of a senior inspector continue to handle all administrative duties and responsibilities. In the near future the program is looking to add an additional inspector to our team. Our inspection goals are based on a team of 5 and although we have 3 certified inspectors, with the pandemic situation, one of our inspectors enlisted in the national reserve has been given orders to assist until the end of the year. It is imperative that we be certain that we will be able to perform and believe that adding to the team would be the smartest and most effective way to use our additional funds.

Please take note; the MCSAP Coordinator inadvertently clicked on "yes" on the top of this page as no changes were made.

Part 1 Section 4 - MCSAP Structure

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

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

Instructions:

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:	DEPARTMENT OF REVENUE & TAXATION/MOTOR CARRIER SAFETY ASSISTANCE PROGRAM
Enter total number of personnel participating in MCSAP activities	5
National Program Elements	Enter # personnel below
Driver and Vehicle Inspections	4
Traffic Enforcement Activities	4
Investigations*	0
Public Education and Awareness	5
Data Collection and Reporting	2
* Formerly Compliance Reviews and Includes New Entrant Safety Audits	

Subrecipient Information	
Agency Name:	GUAM POLICE DEPARTMENT/HIGHWAY PATROL DIVISION
Enter total number of personnel participating in MCSAP activities	1
National Program Elements	Enter # personnel below
Driver and Vehicle Inspections	1
Traffic Enforcement Activities	1
Investigations*	0
Public Education and Awareness	0
Data Collection and Reporting	0
* Formerly Compliance Reviews and Includes New Entrant Safety Audits	

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

Part 2 - Crash Reduction and National Program Elements

Part 2 Section 1 - Overview

Part 2 allows the State to provide past performance trend analysis and specific goals for FY 2020 - 2022 in the areas of crash reduction, roadside inspections, traffic enforcement, audits and investigations, safety technology and data quality, and public education and outreach.

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

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

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

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

Trend Analysis for 2014 - 2018

Instructions for all tables in this section:

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

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

ALL CMV CRASHES

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

Goal measurement as defined by your State: 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			
01/01/2018	12/31/2018	1	0	1
01/01/2017	12/31/2017	0	0	0
01/01/2016	12/31/2016	0	0	0
01/01/2015	12/31/2015	1	0	1
01/01/2014	12/31/2014	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			
01/01/2018	12/31/2018	1	0	1
01/01/2017	12/31/2017	0	0	0
01/01/2016	09/30/2016	0	0	0
01/01/2015	12/31/2015	1	0	1
01/01/2014	12/31/2014	0	0	0

Hazardous Materials (HM) CRASH INVOLVING HM RELEASE/SPILL

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

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

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

Goal measurement as defined by your State: 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			
01/01/2018	12/31/2018	0	0	0
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

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

Crash Report - Data source Guam Police Department Crash Report System captured as of December 29, 2018.

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

The crash statistics listed below was obtained from the Guam Police Department's Crash Report System (CRS). It reflects the total number of reportable crashes and fatalities for the past five years (FY2013 through FY2017):

- 2018 - 9 Reportable crashes of which 8 are non-fatal injuries + 1 fatal
- 2017 - 5 Reportable crashes of which 2 are non-fatal injuries
- 2016 - 13 Reportable crashes of which 7 are non-fatal injuries
- 2015 - 7 Reportable crashes of which 3 are non-fatal injuries + 1 fatal
- 2014 - 13 Reportable crashes of which 10 are non-fatal injuries

Based on these statistics it appears that our MCSAP inspection activities are having a positive impact in achieving our goal to reduce the number of CMV crashes and regain our zero fatality rate by placing those drivers/vehicles out-of-service when necessary.

Guam's historical data reflects that during the periods of 2011 - 2014 and 2016 - 2017 we were able to maintain a zero fatality rate for CMV's. During that timeframe, there were only two fatal crashes reported. One in February 15, 2015, involving a motorcycle operator and a commercial passenger vehicle (9-15 passenger van) on Route 1 Marine Corp Drive Asan. The second crash occurred on September 5, 2018, involving a Blue Bird Bus and a Chevrolet Pickup Truck.

Our roadside inspection activities complemented by our traffic citation program both contributing factors to a positive change in behavior of both CMV carriers and drivers. They have become more attentive to their driver/vehicle maintenance program, and overall responsibility to comply with safety regulations to avoid their drivers or vehicles being placed out-of-service, and costly traffic citations.

Through the years we have been monitoring tour and transportation company business activities and it appears that the use of 9-15 passenger vans continue to be the preferred choice of vehicles to support their operation. As such, the provision of 49 CFR 390.3(f)(6) and the Final Rules on safety requirements affecting operators of small carrying vehicles binds our inspection authority to ensure driver qualification and vehicle safety requirements for this vehicle class. This poses as an enforcement impediment that continues to adversely impact our crash rate.

To address this concern, we recommend that the Territories be exempted from 49 CFR 390.3(f)(6) and the Final Rule on the safety requirements for operators of small carrying vehicles to aid our efforts in reducing PV crashes.

In the meantime, we will continue to encourage a positive change in carrier and driver behavior to support our efforts in reducing the number of non-fatal crashes and regain our zero fatality status.

Narrative Overview for FY 2020 - 2022**Instructions:**

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

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

In FY 2019 Guam's MCSAP conducted a total of **97** passenger vehicle inspections. The breakdown of inspections are as follows: Level 1 - **20**, Level 2 - **4**, Level 3 - **13** and Level 5 - **60**. Of those inspections conducted **2** out-of-service violations were cited, **4** passenger vehicles were placed out-of-service.

Based on the productivity level of inspection performed, it appears that the strategies and activities established in our FY2010 Passenger Transportation Plan, that provided for an increase in terminal inspections continues to work in identifying

unsafe vehicles that should be out-of-service, pending repairs and/or re-inspection. It also provided the opportunity to identify and inspect vehicles that operate after normal business hours averting our roadside inspection sites. The added benefit in performing more terminal inspections gives our inspectors the opportunity to observe and record the carrier's attentiveness to their vehicle maintenance program.

With the established inspection activities we anticipate meeting our objective of reducing the number of PV crashes by 5% within a five (5) year period.

This past year our Program has noticed an increase activity of 9-15 passenger carrying vehicle utilized by major bus transportation companies along with smaller shuttle/tour service providers. They have resorted to using this vehicle type as a cost saving measure with fuel consumption, vehicle maintenance, and personnel cost.

The provisions of 49 CFR 390.3(f)(6) and the Final Rule on the safety requirements for operators of small passenger carrying vehicles stifles our inspection authority to conduct driver/vehicle inspections. We are not able to ascertain whether or not the driver or vehicle meet federal safety standards. But, we are obligated to report crashes involving this vehicle class which negatively impact our safety performance goals.

FY2021 UPDATE

After evaluating our crash data, the program has determined that workzone safety enforcement is not an issue.

The program has used the FMCSA migrant worker data in hand with our local data to determine that there is no need for migrant carrier enforcement on island.

Our roadside inspections have not seen carriers use Electronic Logging Devices and believe the island's carriers use the short haul exemption. That being said, EOD transfers are not an issue in the territory.

Enter the data source and capture date:

Guam Police crash reporting system, August 12, 2019.

Projected Goal for FY 2020 - 2022:

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

Fiscal Year	Annual Crash Reduction Goals
2020	5
2021	5
2022	5

Reduce non-fatal crashes involving PV's by 5%.

Program Activities for FY 2020 - 2022: States must indicate the activities, and the amount of effort (staff hours, inspections, traffic enforcement stops, etc.) that will be resourced directly for the program activities purpose.

The proposed activities for FY20 is geared towards conducting roadside and terminal inspections to ensure adherence to driver qualifications and vehicle maintenance program. We currently have two full time certified Inspectors to achieve this task. Inspection activities will increase once our new inspectors are fully trained and certified. One of two (2) new inspectors has since been NAS Level 1 A & B certified in April of 2018. He is currently scheduled to attend upcoming PV & General HM Training. Lastly one New recruit has begun On the Job Training and will be scheduled for NAS Level I Parts A & B upon completion of OJT.

FY2021 Update

The program now has 3 full time certified inspectors all of which are certified in General HM. Unfortunately due to the global pandemic, the new recruit's trainings have been pushed back. He currently continues to support the program by focusing on the completion of federal documents needed to move the program forward. The program looks to schedule training for certifications via online courses in the near future. As far as crash reduction goals and activities there are no significant changes to this section.

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.

Guam's MCSAP will evaluate crash reports from prior years to determine common crash causation factors and actual locations where they occurred. Information will be shared with the Office of Highway Safety (OHS) for review to determine if roadway conditions are contributing factors (i.e. insufficient turning ratio, insufficient lighting for night time driving, etc.) that need to be addressed by highway engineers.

The monitoring of our progress will be captured by the number of communications and/or corrective actions made by OHS, results will be incorporated in our quarterly SF-PPR's.

Part 2 Section 3 - Roadside Inspections

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

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

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

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

Trend Analysis for 2014 - 2018

Inspection Types	2014	2015	2016	2017	2018
Level 1: Full	1315	1234	1189	1052	1054
Level 2: Walk-Around	622	539	522	259	83
Level 3: Driver-Only	428	272	370	301	335
Level 4: Special Inspections	0	0	0	0	0
Level 5: Vehicle-Only	266	389	384	427	192
Level 6: Radioactive Materials	0	0	0	0	0
Total	2631	2434	2465	2039	1664

Narrative Overview for FY 2020 - 2022

Overview:

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

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

Guam's MCSAP has three full time certified Inspectors and one new recruit also a full time employee, whom has started On the Job Training and will be scheduled for upcoming Trainings as well. Roadside inspections are conducted at high traffic corridors and the Truck Enforcement Screening Station targeting CMV's with expired safety decals or visible safety defects. Despite the MCSAP Coordinator and our GPD officer being recently decertified. The projected goal of 2282 inspections we feel is obtainable. We are looking at getting the same GPD officer recertified for NAS Level 1 A&B.

To maintain productivity field leaders have been trained to monitor CMV traffic flow and make a judgement call to relocate to alternate site in cases of inactivity.

FY2021

The program currently has 3 certified inspectors and 1 new recruit. We are also looking in to getting another inspector on board. Although we are going through some unprecedented times through this pandemic, the program believes that the inspection goals for 2021 is still attainable.

Projected Goals for FY 2020 - 2022

Instructions for Projected Goals:

Complete the following tables in this section indicating the number of inspections that the State anticipates conducting during Fiscal Years 2020 - 2022. For FY 2021, 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: DEPARTMENT OF REVENUE & TAXATION/MOTOR CARRIER SAFETY ASSISTANCE PROGRAM

Enter the total number of certified personnel in the Lead agency: 3

Projected Goals for FY 2021 - Roadside Inspections					
Inspection Level	Non-Hazmat	Hazmat	Passenger	Total	Percentage by Level
Level 1: Full	1302	55	30	1387	60.78%
Level 2: Walk-Around	150	15	30	195	8.55%
Level 3: Driver-Only	280	15	55	350	15.34%
Level 4: Special Inspections	0	0	0	0	0.00%
Level 5: Vehicle-Only	20	80	250	350	15.34%
Level 6: Radioactive Materials	0	0	0	0	0.00%
Sub-Total Lead Agency	1752	165	365	2282	

MCSAP subrecipient agency

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

GUAM POLICE
DEPARTMENT/HIGHWAY PATROL

Subrecipient is: DIVISION

Enter the total number of certified personnel in this funded agency: 1

Projected Goals for FY 2021 - Subrecipients					
Inspection Level	Non-Hazmat	Hazmat	Passenger	Total	Percentage by Level
Level 1: Full	32			32	100.00%
Level 2: Walk-Around				0	0.00%
Level 3: Driver-Only				0	0.00%
Level 4: Special Inspections				0	0.00%
Level 5: Vehicle-Only				0	0.00%
Level 6: Radioactive Materials				0	0.00%
Sub-Total Funded Agencies	32	0	0	32	

Non-Funded Agencies

Total number of agencies:	0
Enter the total number of non-funded certified officers:	0
Enter the total number of inspections projected for FY 2021:	

Summary

Projected Goals for FY 2021 - Roadside Inspections Summary

Projected Goals for FY 2021 Summary for All Agencies					
MCSAP Lead Agency: DEPARTMENT OF REVENUE & TAXATION/MOTOR CARRIER SAFETY ASSISTANCE PROGRAM					
# certified personnel: 3					
Subrecipient Agencies: GUAM POLICE DEPARTMENT/HIGHWAY PATROL DIVISION					
# certified personnel: 1					
Number of Non-Funded Agencies: 0					
# certified personnel: 0					
# projected inspections:					
Inspection Level	Non-Hazmat	Hazmat	Passenger	Total	Percentage by Level
Level 1: Full	1334	55	30	1419	61.32%
Level 2: Walk-Around	150	15	30	195	8.43%
Level 3: Driver-Only	280	15	55	350	15.13%
Level 4: Special Inspections	0	0	0	0	0.00%
Level 5: Vehicle-Only	20	80	250	350	15.13%
Level 6: Radioactive Materials	0	0	0	0	0.00%
Total ALL Agencies	1784	165	365	2314	

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.

We find that we maximize our inspection efforts when we perform 84.67% Levels 1, 2 and 5 roadside/terminal inspections on all vehicle types including passenger vehicles and 15% Level 3 driver focused inspections. Despite the decrease in Level 3 inspections conducted the difference is made up during 1 and 2 inspections where driver qualifications are also verified, particularly because Guam's driver population is limited to one island. Our program elected not to follow FMCSA's requirement of 33% Level 3 because it was not to our advantage. For the most part, drivers do not prepare Records of Duty Status (RODS) because of the exceptions of the 100 air mile radius, which means timecards cannot be checked at roadside to determine compliance of the Hours of Service rules.

Note: States in Year 2 or Year 3 of a multi-year plan cannot edit the table shown below. It should be used as a reference.

Projected Goals for FY 2021 Roadside Inspections	Lead Agency	Subrecipients	Non-Funded	Total
Enter total number of projected inspections	2282	32	0	2314
Enter total number of certified personnel	4	1	0	5
Projected Goals for FY 2022 Roadside Inspections				
Enter total number of projected inspections	2282	32	0	2314
Enter total number of certified personnel	4	1	0	5

Part 2 Section 4 - Investigations

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

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

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

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

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

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

Trend Analysis for 2014 - 2018

Instructions:

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

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

State/Territory Defined Measurement Period (Include 5 Periods)		Number of Documented CMV Traffic Enforcement Stops with an Inspection	Number of Citations and Warnings Issued
Begin Date	End Date		
01/01/2018	12/31/2018	15	15
01/01/2017	12/31/2017	57	57
01/01/2016	12/31/2016	29	29
01/01/2015	12/31/2015	27	27
01/01/2014	12/31/2014	121	121

☒ 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.

MCSAP citation log book - August 12, 2019

Narrative Overview for FY 2020 - 2022**Instructions:**

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

Guam's traffic enforcement program is currently supported by three certified MCSAP Inspectors. One New Recruit has begun On the Job Training and will be scheduled to attend NAS Level 1 and all other corresponding trainings. Lastly we are looking to Identify an available Police Officer to undergo NAS Level 1 training as well.

Inspection activities are typically conducted during normal business hours at high risk and high traffic corridors and focused strictly on CMV's.

Projected Goals for FY 2020 - 2022

Using the radio buttons in the table below, indicate the traffic enforcement activities the State intends to conduct in FY 2020 - 2022. The projected goals are based on the number of traffic stops, not tickets or warnings issued. These goals are NOT intended to set a quota.

Note: If you answer "No" to "Non-CMV" traffic enforcement activities, the State does not need to meet the average number of 2004/2005 safety activities because no reimbursement will be requested. If you answer "No" and then click the SAVE button, the Planned Safety Activities table will no longer be displayed.

			Enter Projected Goals (Number of Stops only)		
Yes	No	Traffic Enforcement Activities	FY 2020	FY 2021	FY 2022
<input checked="" type="radio"/>	<input type="radio"/>	CMV with Inspection	32	32	32
<input type="radio"/>	<input checked="" type="radio"/>	CMV without Inspection	0	0	0
<input type="radio"/>	<input checked="" type="radio"/>	Non-CMV	0	0	0
<input checked="" type="radio"/>	<input type="radio"/>	Comprehensive and high visibility in high risk locations and corridors (special enforcement details)	7	7	7

In order to be eligible to utilize Federal funding for Non-CMV traffic enforcement, States must maintain an average number of safety activities which include the number of roadside inspections, 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 2021 Planned Safety Activities				
Inspections	Investigations	New Entrant Safety Audits	Sum of FY 2021 Activities	Average 2004/05 Activities
2314	0	0	2314	1787

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

All traffic enforcement activities will be conducted at high risk locations and high traffic corridors. Driver/Vehicle inspection reports prepared and submitted by Inspectors will be reviewed by MCSAP Coordinator to determine the number of OOS violations and the need to schedule a carrier workshop and/or intervention to serve as a deference for potential crashes.

Part 2 Section 6 - Safety Technology

Please verify your State's safety technology compliance levels, responsible agencies, and narrative overview. Are there changes that need to be made for the upcoming fiscal year? Before selecting "yes," make sure there are changes to be made as once selected, this answer cannot be changed.

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

Performance and Registration Information Systems Management (PRISM) is a condition for MCSAP eligibility in [49 CFR 350.207\(27\)](#). 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.

PRISM, Operations and Maintenance (O&M) costs are eligible expenses subject to FMCSA approval. For Innovative Technology Deployment (ITD), if the State has an approved ITD Program Plan/Top-Level Design (PP/TLD) that includes a project that requires ongoing O&M, this is an eligible expense so long as other MCSAP requirements have been met. O&M expenses must be included and described both in this section and in the Spending Plan section per the method these costs are handled in the State's accounting system (e.g., contractual costs, other costs, etc.).

Safety Technology Compliance Status

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

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

Available data sources:

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

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

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

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

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

As a Territory FMCSA has exempted Guam from PRISM compliance until such time as legislation, rule making, or a territorial action requires compatibility with the PRISM program. Under the "Current Compliance Level" above there is no selection for Not Active in the drop down menu.

Program Activities for FY 2020 - 2022: Describe any actions that will be taken to implement full participation in PRISM.

See narrative above.

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

N/A

Part 2 Section 7 - Public Education and Outreach

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

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

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

Trend Analysis for 2014 - 2018

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

Public Education and Outreach Activities	2014	2015	2016	2017	2018
Carrier Safety Talks	4	0	1	0	2
CMV Safety Belt Education and Outreach	8	3	3	0	0
State Trucking Association Meetings	6	0	0	0	0
State-Sponsored Outreach Events	0	0	0	0	0
Local Educational Safety Events	0	0	0	0	0
Teen Safety Events	0	0	0	0	0

Narrative Overview for FY 2020 - 2022

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

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

Our MCSAP continues to strive to improve the administration of our public education and awareness activities. Placing emphasis on the prevention and avoidance of distracting driving while operating a CMV which is the leading crash causation factor in prior years. Addressing this performance objective, will be a priority to help reduce the number of non-fatal crashes involving CMV's. Our partners in safety (DPW-OHS & GPD-OHS) will be joining forces with us promoting distraction free driving activities to support our common goal in roadway safety.

FY2021 Update

The program plans to conduct carrier safety talks through hosting carriers as well as visiting carriers with presentations as well as handouts to further educate them on rules and regulations.

To support the special emphasis on prospective and mature drivers, the program will include local education safety events and teen safety events. We see this being done through outreach such as contact with drivers here at the DMV, hosting driver work shops at our MCSAP office as well as participating in school carrier days.

The program would like to team up with local law enforcements during their safety campaigns to also include carrier safety awareness.

The program has decided to shift a focus from state trucking association meetings to allow for our special emphasis on prospective and mature drivers as there is no current trucking association on island.

Projected Goals for FY 2020 - 2022

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

			Performance Goals		
Yes	No	Activity Type	FY 2020	FY 2021	FY 2022
<input checked="" type="radio"/>	<input type="radio"/>	Carrier Safety Talks	4	4	4
<input checked="" type="radio"/>	<input type="radio"/>	CMV Safety Belt Education and Outreach	4	4	4
<input type="radio"/>	<input checked="" type="radio"/>	State Trucking Association Meetings	1	0	0
<input checked="" type="radio"/>	<input type="radio"/>	State-Sponsored Outreach Events	0	1	1
<input checked="" type="radio"/>	<input type="radio"/>	Local Educational Safety Events	0	1	1
<input checked="" type="radio"/>	<input type="radio"/>	Teen Safety Events	0	1	1

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.

Guam's MCSAP will re-evaluate crash reports from prior years to determine which CMV carriers are repeated violators of crashes attributed to driver error (i.e. distracted driving).

The information gathered will be shared with our partners in safety to plan and conduct joint activities (i.e. carrier workshops, mall exhibits, and distribution of safety brochures during roadside inspections).

The monitoring of our progress for each outreach activity conducted will be incorporated in our quarterly SF-PPR's.

Guam is currently getting back on track with continuing outreach/workshop programs. With the retirement of the Coordinator in August 2017, newly appointed Coordinator is still learning the ropes with the Program. Guam MCSAP conducted two (2) Carrier Safety Workshops in April of the FY 2019.

To meet the CMV Safety Belt Education/Outreach activity, each MCSAP Inspector gives a brief talk on the safety of seatbelt usage to the drivers on each roadside inspection. To meet the Public Education Outreach, each Inspector will be trained on how to conduct the activity. The Program may conduct more Public Education and Outreach depending on time and man power availability.

FY 2021 Update

The program plans to conduct one carrier safety talk and CMV safety belt activity per quarter.

Withing the first quarter of projecting implimentation we will schedule a local educational safety event, teen safety event, and state sponosred event to meet our goals. The program may conduct additional activites under this section, provided that there are sufficient resources available and time permitting.

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. Specific goals and activities must be projected for the three fiscal year period (FYs 2020 - 2022).

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

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

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

Instructions:

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 IH or UNSAT/UNFIT OOS order during roadside enforcement activities and will not establish a specific reduction goal. However, the State will maintain effective enforcement of Federal OOS orders during roadside inspections and traffic enforcement activities.

Part 3 Section 2 - Passenger Carrier Enforcement

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

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

Instructions:

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

No updates are required for this section.

Instructions:

Describe any State-specific CMV problems that were addressed with FY 2019 MCSAP funding. Some examples may include hazardous materials objectives, Electronic Logging Device (ELD) implementation, and crash reduction for a specific segment of industry, etc. Report below on year-to-date progress on each State-specific objective identified in the FY 2019 CVSP.

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

Please enter information to describe the year-to-date progress on any State-specific objective(s) identified in the State's FY 2019 CVSP. Click on "Add New Activity" to enter progress information on each State-specific objective.

Activity #1

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

In support of our State Objective, Titled "MEC Compliance" we diligently review of drivers' documents, remind drivers of upcoming expiration dates, and notify clinics of updates and changed made to MECs.

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

To achieve 80% compliance or more by the end of the fiscal year.

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

MCSAP Coordinator will review all inspections done each quarter and record the total number of inspections with an MEC violation to come up with a compliance percentage for the quarter. Progress of compliance will be reported on the quarterly PPR's. The program will adjust our education and enforcement efforts to drivers and clinics depending on the rate of compliance. / Although, the Coordinator has yet to establish and provide the records stated above, our Inspectors roadside have seen an increase in compliance. Guam MCSAP has reached out to both clinics and businesses to inform them of updates and changes made to MECs. It is rare to come across a driver who has failed to provide an updated and valid MEC consecutively. Our roadside Inspectors have observed a drop in percentage of drivers driving without an MEC. The Inspectors also make efforts to educate drivers on sight. I

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

Many drivers inspected roadside were found to have been using outdated cards. / Although we have made efforts to inform all clinics and businesses of the updates to MEC forms we are not able to fully confirm that they are complying as requested. Many of the MECs we receive although valid, are still using outdated forms. These encounters have allowed us to inform and educate drivers. Through our data retrieved through Safety Net we have met our goal of bring our MEC related violations down to 80% (124/156) of all driver violations. The program sees this as a direct influence of our roadside inspections and ability to educate drivers while they are on the field.

Part 3 Section 4 - State Specific Objectives – Future

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

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

Instructions:

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 2020 - 2022. Click on "Add New Activity" to enter information on each State-specific objective. This is an optional section and only required if a State has identified a specific State problem planned to be addressed with grant funding.

State Objective #1

Enter the title of your State-Identified Objective.

Improving Carrier Responsibility and Compliance:

Narrative Overview for FY 2020 - 2022

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

In compliance with FMCSA, all carriers must obtain a USDOT number. The program recognizes that although many of the island's carriers have registered they have not maintained their registration with the FMCSA. Many of the carriers have failed to maintain their accounts and when the time comes to update they are unaware of how to do so. Many of the carriers receive third party notices to update their accounts and cite that they will be fined. Because the carriers are unaware that this is something they should be doing for themselves, many have paid third party companies posing as FMCSA to complete their updates. After realizing this is their responsibility and something they can do when talking with the program, we recognize the need to help them be better informed.

Projected Goals for FY 2020 - 2022:

Enter performance goal.

As part of the objective, Guam MCSAP aims to educate all Motor Carriers on how to be accountable for their operations and knowledgeable of commercial safety regulations. Through this we can improve the island's roadway safety.

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

Through our local outreach, the Program plans to host classes for carriers and prospecting carriers both in house and if possible onsite. The program would like to host at least one class a quarter in support of this objective. The classes will emphasize commercial safety regulations as well as the responsibility of all carriers to maintain and update their registration with FMCSA. Through this the carriers will understand how to update and how to navigate the FMCSA website for any motor carrier inquiries.

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

Because there is no true base line of measurement for this objective the program has looked for alternate ways of monitoring carrier performance. The implementation of a

questionnaire before and after each class would help to gauge the class' understanding of the information presented to them. We would also look to show the effort of contact to each carrier as well as toward the later half of the objective, see if there is substantial difference in compliance and understanding of all carriers.

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 2021 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	\$439,941.00	\$439,941.00

Summary of MCSAP Funding Limitations	
Allowable amount for Overtime without written justification (14.99% of MCSAP Award Amount):	\$65,947.00
MOE Baseline:	\$0.00

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 14.99 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 14.99 percent limitation as provided in the MCP. Any deviation from the 14.99 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 (14.99% of MCSAP Award Amount):	\$65,947.00

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
MCSAP INSPECTOR I	2	100.0000	\$28,595.00	\$57,190.00	\$57,190.00	\$0.00
MCSAP INSPECTOR II	2	100.0000	\$37,427.00	\$74,854.00	\$74,854.00	\$0.00
MCSAP COORDINATOR	1	100.0000	\$39,350.00	\$39,350.00	\$39,350.00	\$0.00
MCSAP INSPECTOR I	1	100.0000	\$29,679.00	\$29,679.00	\$29,679.00	\$0.00
Subtotal: Salary				\$201,073.00	\$201,073.00	\$0.00
Overtime Project Costs						
Subtotal: Overtime				\$0.00	\$0.00	\$0.00
TOTAL: Personnel				\$201,073.00	\$201,073.00	\$0.00
Accounting Method:	Accrual					

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

The personnel cost is based on five (5) full time MCSAP Inspectors, and one (1) full time MCSAP Coordinator who conduct and perform MCSAP eligible activities. Full time equivalent is 2080 hours per year and is based on the latest

pay schedule provided by the Chief of Administration.

The MCSAP Coordinator is responsible for the day to day responsibilities of the program to include quarterly reporting and invoicing while the inspectors are responsible for carrying out program activities to include but not limited to roadside inspections, traffic enforcement, public education and outreach activities.

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 x 64.8 x 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
Inspector I	38.1000	100.0000	\$28,595.00	\$10,894.69	\$10,894.69	\$0.00
Inspector II	37.7500	100.0000	\$37,427.00	\$14,128.69	\$14,128.69	\$0.00
Program Coordinator	33.7500	100.0000	\$39,350.00	\$13,280.62	\$13,280.62	\$0.00
Inspector I	40.3600	100.0000	\$29,679.00	\$11,978.44	\$11,978.44	\$0.00
Inspector II	42.3000	100.0000	\$37,427.00	\$15,831.62	\$15,831.62	\$0.00
Inspector I	40.3500	100.0000	\$28,595.00	\$11,538.08	\$11,538.08	\$0.00
TOTAL: Fringe Benefits				\$77,652.14	\$77,652.14	\$0.00

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

The Fringe benefits are based on 5 inspectors and 1 MCSAP coordinator.

Fringe Benefits breakdown provided by the Chief of Administration current as of 08/07/2020. The fringe benefit rate percentage is the total benefits for each position and includes, Retirement, Social Security, Medicare, Life, Medical, and Dental. The benefit listing and breakdown is also uploaded in the my documents section.

 Fringe Rates

Part 4 Section 4 - Travel

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

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

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

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
HM/PV Training	2	5	100.0000	\$7,650.00	\$7,650.00	\$0.00
CVSA Data Management Quality and FMCSA Systems Training	2	5	100.0000	\$3,520.00	\$3,520.00	\$0.00
MCSAP Planning Meeting	2	5	100.0000	\$6,820.00	\$6,820.00	\$0.00
NAS A&B/Refresher Training	3	10	100.0000	\$11,475.00	\$11,475.00	\$0.00
TOTAL: Travel				\$29,465.00	\$29,465.00	\$0.00

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

During this unprecedented time, with the global pandemic, much of our travel is up in the air. Although we are under a government travel restriction, we still want to stay locked in with future MCSAP and FMCSA meetings and trainings to include:

HM / PV Training

HM and PV training is for a new recruit or for refresher training. Total cost is based on \$1800 airfare + \$1500 per diem + \$262.50 car rental x 2 personnel = \$7650.00.

CVSA Data Management, Quality, and FMCSA Systems Training

Guam MCSAP would like to attend the CVSA Data Management, Quality, and FMCSA Systems Training from January 26th-29th in Savannah, Georgia. The training will allow us to better understand FMCSA Systems and facilitate more effective and efficient data recording thereby assisting FMCSA with reaching its safety goals. Total costs for 2 personnel is \$1800 airfare + \$1500 per diem + \$220 = \$3520.00.

MCSAP Planning Meeting

For MCSAP Coordinator and MCSAP officer who is assisting with reporting to attend to keep abreast of current MCSAP policies and procedures and CVSP updates. Total costs for 2 personnel is \$3600 airfare + \$3000 per diem + \$220 car rental = \$6820.00.

NAS AB / Refresher Training

This training is necessary for a new recruit to learn how to conduct inspections on commercial motor vehicles. This may also be utilized as refresher training for current officers.

Travel for 3 officers. \$5400 airfare + \$5625 per diem + 450 car rental = \$11,475.00.

The listed travel costs are based on previous travel expenses.

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
MCSAP VEHICLE	1	\$40,888.27	100	\$40,888.27	\$40,888.27	\$0.00
TOTAL: Equipment				\$40,888.27	\$40,888.27	\$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.

FY2021 UPDATE

The program recognizes the division's concern for our inspectors in regards to safety belts. Currently our two vans that were outfitted to be mobile offices, only have a safety belt for the front passenger and driver. With our current personnel structure, the program recognizes the need for an additional vehicle. We plan to assign two inspectors per vehicle as well as in the event that we need to transport more than two members we will be able to use the additional vehicle. Previously the program had an SUV as part of our fleet. The program believe that the Chevy Blazer LT FWD Sport Utility SUV or comparable vehicle will be suitable for our team. Currently this vehicle is estimated at 38,000. The program has also included the additional fundage for modifications needed for the vehicle to include but not limited to a light bar and a public announcement system. This vehicle will strictly be used for MCSAP activities. The program believes that the addition of the vehicle will increase our productivity with inspection goals, enforcement, and special interest areas most importantly education and outreach. With our fleet at 2 vans and 1 SUV the program will feel more comfortable with increased presence as well as mobility to respond to our roadways as well as carrier assistance.

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	1 EACH	\$905.00	100.0000	\$905.00	\$905.00	\$0.00
INK CARTRIDGES	60 BOX	\$22.00	100.0000	\$1,320.00	\$1,320.00	\$0.00
MCSAP INSPECTION DECALS	2000 BOX	\$0.75	100.0000	\$1,500.00	\$1,500.00	\$0.00
UNIFORMS	6 SET	\$750.00	100.0000	\$4,500.00	\$4,500.00	\$0.00
MCSAP INSPECTION TOOLS	6 SET	\$350.00	100.0000	\$2,100.00	\$2,100.00	\$0.00
PHONES	3 EACH	\$800.00	100.0000	\$2,400.00	\$2,400.00	\$0.00
DOT INSEPCTION SIGNS, STANDS, CONES	3 EACH	\$650.00	100.0000	\$1,950.00	\$1,950.00	\$0.00
PERSONAL PROTECTIVE EQUIPMENT	4 EACH QUARTER	\$200.00	100.0000	\$800.00	\$800.00	\$0.00
REGULATORY BOOKS	6 SET	\$150.00	100.0000	\$900.00	\$900.00	\$0.00
TOTAL: Supplies				\$16,375.00	\$16,375.00	\$0.00

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

- Office Supplies \$905.00** - to include paper, pens, folders, and other office equipment/supplies.
- Ink Cartridges \$1320.00** - MCSAP units average 1 cartridge per month (5 printer x 12 months = 60 cartridges @ \$1320.00)
- MCSAP inspection decals \$1500.00** - average cost is .75 cents per decal. Decal supply to support 4 quarters at 500 decal x 4 quarter = 2000 decals annually @ \$1500.00
- Uniforms \$4500.00** 6 sets of BDU per inspector, 1 belt, 1 pair of safety shoes. The average cost per inspector is \$750 (6 inspectors x \$750 = \$4500).
- Mcsap inspection tools \$2100.00** - to include but not limited to creepers, chock blocks, chambermates, tire thread/depth gauge, soapstones and holders, flash lights, and safety vests.
- Smart phones \$2400.00** - necessary improve contact between inspectors on the field, allow contact with DMV to confirm licenses and registration, and help reference regulations and other resources online.
- DOT inspection signs, stands, cones \$1950.00** necessary to alert motoring public of MCSAP officers when conducting roadside inspections. (Cost of Signs, Stands, and 10 Cones) We will be equipping the vans with these supplies to help with roadside inspections and allow for better safety for our inspectors as well as the public.
- Personal Protective Equipment \$800.00** - to include by not limited to masks, gloves, glasses, hand sanitizer, disinfecting wipes. necessary for the protection and safety of officers while conducting roadside inspections.

9. **Regulator Books \$900.00** - a set to include the FMCSR, HMR, and Out of Service Criteria handbook for each inspector.

. The supply items are rounded off to the nearest dollar and are based off of passed expenditures.

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
DATA BY DESIGN	EIN	Contract	100.0000	\$4,700.00	\$4,700.00	\$0.00
Description of Services: IT Support						
GUAM TELEGUAM HOLDINGS	EIN 43784135	Contract	100.0000	\$7,884.00	\$7,884.00	\$0.00
Description of Services: Communication						
TOTAL: Contractual and Subaward				\$12,584.00	\$12,584.00	\$0.00

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

- IT Technical support services at an annual rate of \$4,700.00. The amount is based on the scope of work agreed between DRT/MCSAP and the vendor during the initial procurement process which include the following:
 - Maintain baseline configuration for up to one server and eight laptops including hardware, software, and connectivity networking requirements for 12 months.
 - Provide local area networking and general connectivity support for connection via VPN to external FMCSA site.
 - Provide technical support and install updates for FMCSA applications.

- Coordinate with FMCSA helpdesk and vendor for updates and patches.
- Assist with updates and patches to window operating systems and anti-virus programs.

2. Communication estimated cost for 2 phone lines and wireless internet connection to serve 3 PC's workstations and 5 field toughbooks $\$417.00 \times 12 \text{ months} = \5004.00 / (3 cellphone plans to include services and data $\$80 \times 12 \times 3 = 2880.00$) Total $\$7884.00$

FY 2021 Update

Currently there are no officers with GPD that are certified insepectors. The program is removing contractual costs for GPD until such time that a GPD officer can go through the training and obtain certification.

Part 4 Section 8 - Other Costs

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

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

Enter a description of each requested Other Cost.

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

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

Indirect Costs

Information on Indirect Costs ([2 CFR §200.56](#)) is captured in this section. This cost is allowable only when an approved indirect cost rate agreement has been provided in the “My Documents” area in the eCVSP tool and through Grants.gov. Applicants may charge up to the total amount of the approved indirect cost rate multiplied by the eligible cost base. Applicants with a cost basis of salaries/wages and fringe benefits may only apply the indirect rate to those expenses. Applicants with an expense base of modified total direct costs (MTDC) may only apply the rate to those costs that are included in the MTDC base ([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
Salaries and Wages (SW)	6.54	\$173,562.00	\$11,350.95	\$11,350.95
TOTAL: Indirect Costs			\$11,350.95	\$11,350.95

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
MAINTENANCE OF VEHICLES	3 VEHICLES	\$3,048.00	100.0000	\$9,144.00	\$9,144.00	\$0.00
CVSA MEMBERSHIP DUES	1 ANNUAL	\$7,800.00	100.0000	\$7,800.00	\$7,800.00	\$0.00
FUEL COST	4 PER QUARTER	\$4,438.00	100.0000	\$17,752.00	\$17,752.00	\$0.00
CVSA REGISTRATION FEE	1 PER ATTENDEE	\$650.00	100.0000	\$650.00	\$650.00	\$0.00
OFFICE SPACE RENTAL	12 MONTHLY	\$1,267.22	100.0000	\$15,206.64	\$15,206.64	\$0.00
TOTAL: Other Costs				\$50,552.64	\$50,552.64	\$0.00

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

1. The IDC rate of 6.54% is based on the most current Indirect Cost Negotiation Agreement. The ICNA has also been attached with our uploaded documents for your review. The rate reflected is the carry over rate from 2019 and will be a place holder until the new rate is approved.
2. Maintenance of vehicles: average cost for vehicle maintenance is \$3,048.00 x 3 MCSAP vehicles = \$9144.00 (cost include general maintenance, oil change, tune up, full AC services, brake maintenance, and tire replacement for three vehicles).
3. CVSA Membership based on an annual flat rate of \$7,800.00 established for government entities.
4. Fuel cost estimated at \$4483 x 4 Quarters = \$17752.00
5. CVSA Registration Fee: Fee to attend the CVSA Data Management, Quality and FMCSA Systems Training for 1 Person.
6. Office space rental is based at \$1267.22 (per month) x 12 months = \$15206.64 per year. The formula to calculate the monthly rate is based on the fair market value per square foot occupied by MCSAP which is 777.44 sq/ft x \$1.63 per sq/ft.

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	\$439,941.00	\$439,941.00

Summary of MCSAP Funding Limitations	
Allowable amount for Overtime without written justification (14.99% of MCSAP Award Amount):	\$65,947.00
MOE Baseline:	\$0.00

Estimated Expenditures			
Personnel			
	Federal Share	Total Project Costs (Federal)	MOE
MCSAP INSPECTOR I	\$57,190.00	\$57,190.00	\$0.00
MCSAP INSPECTOR II	\$74,854.00	\$74,854.00	\$0.00
MCSAP COORDINATOR	\$39,350.00	\$39,350.00	\$0.00
MCSAP INSPECTOR I	\$29,679.00	\$29,679.00	\$0.00
Salary Subtotal	\$201,073.00	\$201,073.00	\$0.00
Overtime subtotal	\$0.00	\$0.00	\$0.00
Personnel total	\$201,073.00	\$201,073.00	\$0.00

Fringe Benefits			
	Federal Share	Total Project Costs (Federal)	MOE
Inspector I	\$10,894.69	\$10,894.69	\$0.00
Inspector II	\$14,128.69	\$14,128.69	\$0.00
Program Coordinator	\$13,280.62	\$13,280.62	\$0.00
Inspector I	\$11,978.44	\$11,978.44	\$0.00
Inspector II	\$15,831.62	\$15,831.62	\$0.00
Inspector I	\$11,538.08	\$11,538.08	\$0.00
Fringe Benefits total	\$77,652.14	\$77,652.14	\$0.00

Travel			
	Federal Share	Total Project Costs (Federal)	MOE
HM/PV Training	\$7,650.00	\$7,650.00	\$0.00
CVSA Data Management Quality and FMCSA Systems Training	\$3,520.00	\$3,520.00	\$0.00
MCSAP Planning Meeting	\$6,820.00	\$6,820.00	\$0.00
NAS A&B/Refresher Training	\$11,475.00	\$11,475.00	\$0.00
Travel total	\$29,465.00	\$29,465.00	\$0.00

Equipment			
	Federal Share	Total Project Costs (Federal)	MOE
MCSAP VEHICLE	\$40,888.27	\$40,888.27	\$0.00
Equipment total	\$40,888.27	\$40,888.27	\$0.00

Supplies			
	Federal Share	Total Project Costs (Federal)	MOE
OFFICE SUPPLIES	\$905.00	\$905.00	\$0.00
INK CARTRIDGES	\$1,320.00	\$1,320.00	\$0.00
MCSAP INSPECTION DECALS	\$1,500.00	\$1,500.00	\$0.00
UNIFORMS	\$4,500.00	\$4,500.00	\$0.00
MCSAP INSPECTION TOOLS	\$2,100.00	\$2,100.00	\$0.00
PHONES	\$2,400.00	\$2,400.00	\$0.00
DOT INSEPCION SIGNS, STANDS, CONES	\$1,950.00	\$1,950.00	\$0.00
PERSONAL PROTECTIVE EQUIPMENT	\$800.00	\$800.00	\$0.00
REGULATORY BOOKS	\$900.00	\$900.00	\$0.00
Supplies total	\$16,375.00	\$16,375.00	\$0.00

Contractual and Subaward			
	Federal Share	Total Project Costs (Federal)	MOE
DATA BY DESIGN	\$4,700.00	\$4,700.00	\$0.00
GUAM TELEGUAM HOLDINGS	\$7,884.00	\$7,884.00	\$0.00
Contractual and Subaward total	\$12,584.00	\$12,584.00	\$0.00

Other Costs			
	Federal Share	Total Project Costs (Federal)	MOE
MAINTENANCE OF VEHICLES	\$9,144.00	\$9,144.00	\$0.00
CVSA MEMBERSHIP DUES	\$7,800.00	\$7,800.00	\$0.00
FUEL COST	\$17,752.00	\$17,752.00	\$0.00
CVSA REGISTRATION FEE	\$650.00	\$650.00	\$0.00
OFFICE SPACE RENTAL	\$15,206.64	\$15,206.64	\$0.00
Other Costs total	\$50,552.64	\$50,552.64	\$0.00

Total Costs			
	Federal Share	Total Project Costs (Federal)	MOE
Subtotal for Direct Costs	\$428,590.05	\$428,590.05	\$0.00
Indirect Costs	\$11,350.95	\$11,350.95	NA
Total Costs Budgeted	\$439,941.00	\$439,941.00	\$0.00

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	\$439,941.00	\$439,941.00

Summary of MCSAP Funding Limitations	
Allowable amount for Overtime without written justification (14.99% of MCSAP Award Amount):	\$65,947.00
MOE Baseline:	\$0.00

Estimated Expenditures			
	Federal Share	Total Project Costs (Federal)	Planned MOE Costs
Salary Subtotal	\$201,073.00	\$201,073.00	\$0.00
Overtime Subtotal	\$0.00	\$0.00	\$0.00
Personnel Total	\$201,073.00	\$201,073.00	\$0.00
Fringe Benefits Total	\$77,652.14	\$77,652.14	\$0.00
Travel Total	\$29,465.00	\$29,465.00	\$0.00
Equipment Total	\$40,888.27	\$40,888.27	\$0.00
Supplies Total	\$16,375.00	\$16,375.00	\$0.00
Contractual and Subaward Total	\$12,584.00	\$12,584.00	\$0.00
Other Costs Total	\$50,552.64	\$50,552.64	\$0.00
	Federal Share	Total Project Costs (Federal)	Planned MOE Costs
Subtotal for Direct Costs	\$428,590.05	\$428,590.05	\$0.00
Indirect Costs	\$11,350.95	\$11,350.95	NA
Total Costs Budgeted	\$439,941.00	\$439,941.00	\$0.00

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? Dafne M. Shimizu
2. What is this person's title? Director Guam Department of Revenue and Taxation
3. Who is your Governor's highway safety representative? Dafne M. Shimizu
4. What is this person's title? Director Guam Department of Revenue and Taxation

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

- ☐ Yes
- ☐ No

State Certification declaration:

I, Dafne M. Shimizu, Director Guam Department of Revenue and Taxation, on behalf of the Territory of GUAM, 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 Territory satisfies all the conditions required for MCSAP funding, as specifically detailed in [49 C.F.R. § 350.211](#).

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? Dafne M. Shimizu
2. What is the title of your certifying State official? Dafne M. Shimizu
3. What are the phone # and email address of your State official? dafne.shimizu@revtax.guam.gov 635-1815

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

☐ Yes

☐ No

I, Dafne M. Shimizu, certify that the Territory has conducted the annual review of its laws and regulations for compatibility regarding commercial motor vehicle safety and that the Territory'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 Territory 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 current MCSAP officers assisting with the administrative duties are new to this finding (GU/FI-1 2012). The finding pertains to regulatory incompatibility that was thought to have been resolved years prior, but had been brought up when an issued ticket was challenged revealing that the FMCSR and HMR were adopted into Guam Code Annotated but not incorporated into Guam Administrative Rules and Regulations. The program plans to find legal council to address this issue and take the necessary steps to ensure our compatibility with FMCSR and HMR and that they appear in GCA and GARR. The program will address the progress in the its quarterly production reports.

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

Certifications required by 49 C.F.R. sections 350.211 and 350.213

Part 5 ECVSP

Part 5 includes electronic versions of specific requirements, certifications and documents that a State must agree to as a condition of participation in MCSAP, as required by 49 C.F.R. sections 350.207, 350.211, 350.213, and 350.303. 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.

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 Territory's eligibility for MCSAP funding.

1. What is the name of the person certifying the declaration for your Territory?
Dafne M. Shimizu.
2. What is this person's title? Director of the Department of Revenue and Taxation
3. Who is your Governor's highway safety representative? Dafne M. Shimizu
4. What is this person's title? Director of the Department of Revenue and Taxation

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

Yes

State Certification declaration:

I, Dafne M. Shimizu, on behalf of the Territory of Guam have the authority to make the following certification on behalf of the Territory. As a condition of approval of a grant under the authority of 49 U.S.C. section 31102, I certify that the Territory satisfies all conditions required to qualify for MCSAP funding, as specifically detailed in 49 C.F.R. section 350.207.

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 Territory official? Dafne M. Shimizu
2. What is the title of your certifying Territory official? Director
3. What are the phone # and email address of your State official?
(671) 635-1817 / dafne.shimizu@revtax.guam.gov

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

Yes

State Compatibility Review of Laws, Regulations, Standards, and Orders on CMV Safety Certification

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

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

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

3 - New State Laws, Regulations, Standards, and Orders on CMV safety

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

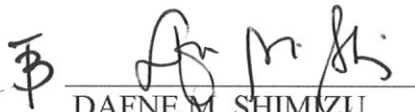
Has the State adopted/enacted any new or updated State laws, regulations, standards, and orders on CMV safety since the last CVSP or annual update was submitted?

No

In the table below, please provide the bill number and effective date of any new legislation. Please include the code section that the bill amended and provide a brief description of the legislation. Please include a statute number, hyperlink or URL, in the summary. Do NOT include the actual text of the Bill as that can be very lengthy.

If there is no formal bill, please include a description of standards or orders on CMV safety and effective date and include a hyperlink or URL in the summary.

Law, Regulation, Standard, or Order Adoption			
Bill Number	Effective Date	Code Section Change	Summary of Change



DAFNE M. SHIMIZU

Director, Guam Department of Revenue and Taxation

08/07/2020

Date

FY 2021 Certification of MCSAP Conformance (State Certification)

I Dafne M. Shimizu, Director of Guam Department of Revenue and Taxation, on behalf of the Territory of Guam, as requested by the Administrator as a condition of approval of a grant under the authority of 49 U.S.C. § 31102, as amended, do hereby certify as follows:

1. The State has designated the Department of Revenue and Taxation as the Lead State Agency to administer the Commercial Vehicle Safety Plan (CVSP) throughout the State for the grant sought and Motor Carrier Safety Assistance Program to perform defined functions under the CVSP.
2. The State has assumed responsibility for and adopted commercial motor carrier and highway hazardous materials safety regulations, standards and orders that are compatible with the FMCSRs and the HMRs, and the standards and orders of the Federal Government.
3. The State will cooperate in the enforcement of financial responsibility requirements under 49 C.F.R. part 387.
4. The State will enforce registration (i.e., operating authority) requirements under 49 U.S.C §§ 13902 and 31134 by prohibiting the operation of any vehicle discovered to be operating without the required registration or beyond the scope of the motor carrier's registration.
5. The laws of the State provide the State's enforcement officials right of entry (or other method a State may use that is adequate to obtain the necessary information) and inspection sufficient to carry out the purposes of the CVSP, as approved.
6. The Lead State Agency and any subrecipient of MCSAP funds have the legal authority, resources, and qualified personnel necessary to enforce the State's commercial motor carrier, driver, and highway hazardous materials safety laws, regulations, standards, and orders.
7. The State has undertaken efforts to emphasize and improve enforcement of State and local traffic laws as they pertain to CMV safety.
8. The State will obligate the funds or resources necessary to provide a matching share to the Federal assistance provided in the grant to administer the plan submitted and to enforce the State's commercial motor carrier safety, driver, and hazardous materials laws, regulations, standards, and orders in a manner consistent with the approved plan.
9. The State will maintain the maintenance of effort required under 49 C.F.R. § 350.225.
10. The State requires that all reports required in the CVSP be available to FMCSA upon request, meets the reporting requirements, and uses the forms for recordkeeping, inspections, and investigations that FMCSA prescribes.
11. The State implements performance-based activities, including deployment and maintenance of technology, to enhance the efficiency and effectiveness of CMV safety programs.

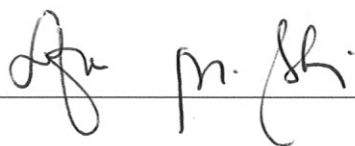
12. The State dedicates sufficient resources to a program to ensure that accurate, complete, and timely motor carrier safety data are collected and reported, and to ensure the State's participation in a national motor carrier safety data correction system prescribed by FMCSA.
13. The State will ensure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

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

Date

8/7/20

Signature



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

EIN: 98-0018947

Organization:

Date: April 3, 2019

Government of Guam
Bureau of Budget and Management Research
P.O. Box 2950
Hagatna, Guam 96932-2950

Report No(s) : 19-A-0558 (19C)

Filing Ref.:
Last Negotiation Agreement
dated July 30, 2018

The indirect cost rate contained herein is 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 rate was 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: Rate

Page 1 of 2

Type	Effective Period		Rate*	Locations	Applicable To
	From	To			
Fixed Carryforward	10/01/18	09/30/19	0.00%	All	AHRD
Fixed Carryforward	10/01/18	09/30/19	33.60%	All	BOSP
Fixed Carryforward	10/01/18	09/30/19	7.36%	All	AGR (PR/DJ)
Fixed Carryforward	10/01/18	09/30/19	11.88%	All	GBHWC
Fixed Carryforward	10/01/18	09/30/19	4.81%	All	Mil Affairs
Fixed Carryforward	10/01/18	09/30/19	67.31%	All	Parks & Rec.
Fixed Carryforward	10/01/18	09/30/19	19.40%	All	DPHSS
Fixed Carryforward	10/01/18	09/30/19	23.61%	All	Public Works
Fixed Carryforward	10/01/18	09/30/19	6.47%	All	DISID
Fixed Carryforward	10/01/18	09/30/19	31.21%	All	Youth Affairs
Fixed Carryforward	10/01/18	09/30/19	0.50%	All	CAHA
Fixed Carryforward	10/01/18	09/30/19	23.02%	All	Energy
Fixed Carryforward	10/01/18	09/30/19	0.00%	All	GEPA
Fixed Carryforward	10/01/18	09/30/19	15.04%	All	Library
Fixed Carryforward	10/01/18	09/30/19	0.00%	All	Governor
Fixed Carryforward	10/01/18	09/30/19	0.00%	All	Child Support
Fixed Carryforward	10/01/18	09/30/19	14.82%	All	Crime Victims
Fixed Carryforward	10/01/18	09/30/19	6.54%	All	DRT
Fixed Carryforward	10/01/18	09/30/19	0.00%	All	Police
Fixed Carryforward	10/01/18	09/30/19	16.14%	All	Labor
Fixed Carryforward	10/01/18	09/30/19	11.34%	All	Homeland Sec.

*Base: Total direct salaries and wages, excluding fringe benefits. The rate applies to all programs administered by the non-federal entity. To determine the amount of indirect costs to be billed under this agreement, direct salaries and wages should be summed and multiplied by the rate. All other program costs, including fringe benefits associated with direct salaries and wages, should be eliminated from the calculation.

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.

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:

Government of Guam

State/Local Government

Signature

Lester L. Carlson, Jr.

Name (Type or Print)

Acting Director, BBMR

Title

APR 02 2019

Date

By the Cognizant Federal Government
Agency:

U.S. Department of the Interior

Agency

CRAIG WILLS Digitally signed by CRAIG WILLS
Date: 2019.04.04 13:13:29 -07'00'

Signature

Craig A. Wills

Name

Division Chief

Indirect Cost Services Division

Title

U.S. Department of the Interior

Interior Business Center

Agency

Negotiated by Wayne Guanzon

Telephone (916) 930-3813

	(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)	(K)	(L)	(M)	(N)	(O)	(P)	(Q)	(R)	(S)
No.	Position Number	Position Title	Name of Incumbent	Grade/ Step	Salary	Overtime	Special*	Increment Date	(E*Amount)	(F+G+H+J) Subtotal	Retirement (J*26.28%) 2/	Retire (DDI) (\$19.01*26PPE) 3/	Social Security (6.2%*J)	Medicare (1.45%*J)	Life (4/)	Medical (Premium)	Dental (Premium)	Total Benefits (K thru Q)	(J + R) TOTAL
1	9178	Motor Carrier Safety Insp II **	Duenas, Alvin Jr. ***	J6	37,427	0	0		0	37,427	9,836	495	0	543	187	2,817	248	14,126	51,553
2	9180	Motor Carrier Safety Insp II **	Cuevas, Oscar C Jr. ***	J6	37,427	0	0		0	37,427	9,836	495	0	543	187	4,299	468	15,828	53,255
3	0810	Motor Carrier Safety Insp I **	Vacant	I1	0	0	0		0	0	0	0	0	0	0	0	0	0	0
4	9208	Motor Carrier Safety Assist **	Vacant	I1	0	0	0		0	0	0	0	0	0	0	0	0	0	0
5	9001	Motor Carrier Safety Insp I **	Vacant	I1	0	0	0		0	0	0	0	0	0	0	0	0	0	0
6	0800	Motor Carrier Safety Insp I **	Blas, Thomas MT. ***	I1	28,595	0	0		0	28,595	7,515	495	0	415	187	2,002	281	10,894	39,489
7	0812	Motor Carrier Safety Insp I **	Diaz, Jaimen C. ***	I2	29,679	0	0		0	29,679	7,800	495	0	430	187	2,817	248	11,977	41,656
8	7490	MCSAP Program Coord **	Ramirez, Leonard E. ***	K5	39,350	0	0		0	39,350	10,341	495	0	571	187	1,438	248	13,280	52,630
			Grand Total:		172,478	0	0		0	172,478	45,327	2,475	0	2,501	935	13,373	1,493	66,104	238,582

*Night Differential/Hazardous/Worker's Compensation/etc.

** Unclassified *** DC PLAN