



## **NORTHERN MARIANA ISLANDS**

### ***Commercial Vehicle Safety Plan***

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

**Fiscal Years 2023 - 2025**

**Date of Approval: July 10, 2023**

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

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 2023:

**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 2022 plans. States must carefully review and update this information to reflect FY 2023 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 2023 update). Include descriptions of the changes to your program, including how data tables were modified.
- The Trend Analysis areas in each section are only open for editing in Year 1 of a three-year plan. This data is not editable in Years 2 and 3.

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

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

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

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

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

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

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

The overall goal of the CNMI Motor Carrier Safety Assistance Program (MCSAP) is to maintain a zero fatality rate through 2025, by sustaining the safe transportation of passengers and goods on our highways. Through coordinated efforts with State and Industry Organizations, we aim to maintain the reduction of fatalities, injuries, property damages, and Hazardous Material incidents.

### Part 1 Section 3 - MCSAP Structure Explanation

#### Instructions:

Answer the questions about your CVSP activities and briefly describe the State's commercial motor vehicle (CMV) enforcement program funded by the MCSAP grant. Please do not include activities or expenses associated with any other FMCSA grant program.

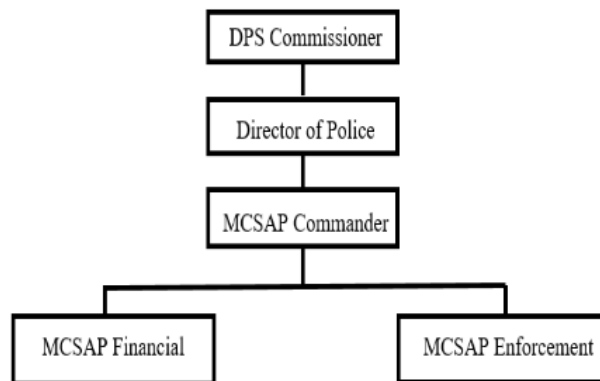
Yes	No	Question
<input type="radio"/>	<input checked="" type="radio"/>	Are there initiatives involving "rural roads" included in this CVSP?
<input type="radio"/>	<input checked="" type="radio"/>	Does your State voluntarily submit an annual Training Plan to the National Training Center (NTC)?
<input type="radio"/>	<input checked="" type="radio"/>	Does your State include activities regarding Migrant Worker Transportation in Rural Areas in this CVSP?

The CNMI MCSAP is one of several specialized units under the Department of Public Safety (DPS). DPS is overseen by a Commissioner and the MCSAP program is lead by an Assistant Chief of Police, serving as the Commander. The program comprises of two components, Enforcement and Financial. The Enforcement component of the program is responsible for all enforcement related activities such as Roadside Inspections, Traffic Enforcement activities, Compliance Review, Public Education and Outreach activities. The Financial component is responsible for all the administrative affairs of the program.

The program is anticipating additional non-certified officers to replace the recent transfer of two enforcement personnel. Upon acquiring these non-certified officers, the program will make necessary amendments in the budget to get personnel certified in NAS A & B and provide proper equipments to perform daily MCSAP activities.

The enforcement personnel consist of two Police Lieutenants, one Police Sergeant and two Police Officer I's. The Financial portion is currently handled by a Police Sergeant, who reports to the Commander of MCSAP (see organizational chart below).

**Federally** funded positions in the program are as follows: One (1) Assistant Chief of Police, one (1) Police Lieutenant, one (1) Police Sergeant, and one (1) Police Officer I. Positions used towards the **MOE** are: One (1) Police Lieutenant, one (1) Police Officer I, one (1) Administrative Officer, the DPS Director of Police, and the DPS Director of Administrative & General Services, which are all funded through local funds.



Participating Agency	Column A  Number of Certified CMV Inspectors (Non-Sworn)	Column B  Number of Certified CMV Officers (Sworn)	Column C  Number of Officers in Column B supported by MCSAP Funds
CNMI Department	0	6	4

of Public Safety			
<b>Total</b>	<b>0</b>	<b>6</b>	<b>4</b>

The Director of Administrative and General Services will be working in conjunction with the Financial Person to ensure the financial and physical resource of the program are maintained and accounted for. The Director of Police will be working with the MCSAP Commander on the operations and scheduling of personnel and events, so reflected in schedules bearing the directors signature. A tracking sheet will be maintained to track how much time is spent on performing program related duties for both Directors. The administrative officer receives Inspection reports from Carriers, educates carriers on the need to submit completed inspection forms, answers any inquiries from carriers & general public in regards to MCSAP and relays any enforcement or financial questions to the proper personnel.

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

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

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

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

Lead Agency Information	
Agency Name:	CNMI DEPT OF PUBLIC SAFETY
Enter total number of personnel participating in MCSAP activities	7
<b>National Program Elements</b>	<b>Enter # personnel below</b>
Driver and Vehicle Inspections	6
Traffic Enforcement Activities	6
Investigations *	0
Public Education and Awareness	7
Data Collection and Reporting	7
* Formerly Compliance Reviews and Includes New Entrant Safety Audits	

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

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

## Part 2 - Crash Reduction and National Program Elements

### Part 2 Section 1 - Overview

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

**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 most recent five fiscal years using the Activity Dashboard on the A&I Online website. The Activity Dashboard is also a resource designed to assist the State with preparing their MCSAP-related quarterly reports and is located at: <https://ai.fmcsa.dot.gov>. A user id and password are required to access this system.

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



## Part 2 Section 2 - CMV Crash Reduction

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

### **Trend Analysis for 2017 - 2021**

#### **Instructions for all tables in this section:**

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

- *Insert the beginning and ending dates of the five most recent State measurement periods used in the Measurement Period column. The measurement period can be calendar year, Federal fiscal year, State fiscal year, or any consistent 12-month period for available data.*
- *In the Fatalities column, enter the total number of fatalities resulting from crashes involving CMVs in the State during each measurement period.*
- *The Goal and Outcome columns relate to each other and allow the State to show its CVSP goal and the actual outcome for each measurement period. The goal and outcome must be expressed in the same format and measurement type (e.g., number, percentage, etc.).*
  - *In the 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.*
- *The Trend Analysis area is only open for editing during Year 1 of a 3-year plan. This data is not editable in Years 2 and 3.*

**ALL CMV CRASHES**

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

**Goal measurement as defined by your State:** 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			
01/01/2021	12/31/2021	1	0	1
01/01/2020	12/31/2020	0	0	0
01/01/2019	12/31/2019	0	0	0
01/01/2018	12/31/2018	0	0	0
01/01/2017	12/31/2017	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			
01/01/2021	12/31/2021	0	0	0
01/01/2020	12/31/2020	0	0	0
01/01/2019	12/31/2019	0	0	0
01/01/2018	12/31/2018	0	0	0
01/01/2017	12/31/2017	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			
01/01/2021	12/31/2021	0	0	0
01/01/2020	12/31/2020	0	0	0
01/01/2019	12/31/2019	0	0	0
01/01/2018	12/31/2018	0	0	0
01/01/2017	12/31/2017	0	0	0

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

Data Source: DPS Crash Records System. Data Capture Date: September 14, 2022

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

The CNMI has maintained a zero fatality rate for ALL CMV Crashes, Motorcoach/Passenger Crashes, and HM Crashes Involving HM Release/Spill since 2022. This outcome is a result of enforcement and educational activities performed by enforcement personnel. The Program remains committed in maintaining this rate by continuing similar efforts, and by providing its personnel with skills and training opportunities available in relation to Commercial Vehicle Safety.

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

#### **Narrative Overview for FY 2023 - 2025**

##### **Instructions:**

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

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

The State remains committed at maintaining a zero fatality rate for the CNMI.

##### **Enter the data source and capture date:**

Data Source: DPS Crash Records System. Data Capture Date: September 14, 2022

##### **Projected Goal for FY 2023 - 2025:**

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

Fiscal Year	Annual Crash Reduction Goals
2023	0
2024	0
2025	0

The goal for FY 2023 is to maintain a zero fatality rate in the CNMI.

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

100% dedicated time on Driver/Vehicle Inspections, Traffic Enforcement activities and Public Education & Awareness activities throughout Fiscal Year 2023.

***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.***

Certified personnel will monitor progress by using a chart tool to track the number of inspections and outreach methods used by each inspector. The Program remains committed in maintaining a zero fatality rate by continuing similar efforts, and by providing its personnel with skills and training opportunities that are available in relation to CMV crashes.

## Part 2 Section 3 - Roadside Inspections

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

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

### **Trend Analysis for 2017 - 2021**

Inspection Types	2017	2018	2019	2020	2021
Level 1: Full	481	767	851	464	547
Level 2: Walk-Around	202	229	143	231	99
Level 3: Driver-Only	116	79	97	63	42
Level 4: Special Inspections	0	0	0	0	0
Level 5: Vehicle-Only	57	24	65	7	8
Level 6: Radioactive Materials	0	0	0	0	0
<b>Total</b>	<b>856</b>	<b>1099</b>	<b>1156</b>	<b>765</b>	<b>696</b>

### **Narrative Overview for FY 2023 - 2025**

#### **Overview:**

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

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

CNMI MCSAP consists of six certified inspectors, that operates Monday to Friday. There are three marked police vehicles for inspectors to utilize for enforcement activities and each inspector is issued a Toughbook Laptop to enter inspections in to the ASPEN application. Inspectors are usually scheduled throughout the month on what activities to perform each day which varies from Random inspections, Strike Force operations, Traffic Enforcement, and Terminal Inspections (Level V). At the end of each day, inspectors return to the MCSAP headquarters and turn in copies of Driver/Vehicle Inspection reports & download inspections performed for the day from ASPEN to SAFETYNET.

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

The Program continues to believe that random inspections and education are the foundation of the MCSAP based on data from traffic reports and traffic studies from past years. The Program aims to continue its efforts in maintaining a zero fatality rate by maximizing its personnel with the knowledge and skills needed to perform in the field. With increase number of flights arriving into the CNMI and the volume of tourists rising, the number of passenger vehicle travel has increased since the COVID-19 pandemic. To ensure commercial motor vehicles comply with safety regulations, personnel will perform regular inspections (Level I, II, III) during normal working hours as well as off-peak hours at various locations on Saipan. Inspections will include random inspections, off-peak inspections, and covert operations involving non-hazmat, hazmat, and passenger vehicles. Off-peak inspections and covert operations hours are not within the normal working hours of enforcement personnel and overtime (OT) is necessary in accomplishing this goal.

The Program currently has six (6) personnel assigned to the enforcement component; six (6) are certified in NAS, and one (1) in HM. Additionally, the program intends to increase the number of inspectors in PVI and HM.

Program aims to increase enforcement activities at the CNMI's main Sea Port on the island of Saipan, where ninety percent of all goods arrive. Program intends to reach out to the United States Coast Guard and the CNMI Division of Customs & Biosecurity to coordinate the Tri-agency Strike Force operation that were held before at the Saipan Sea Port. The Tri-Agency Strike Force is where agencies were stationed at different locations throughout the Sea Port for CMV's to travel through and be inspected by each agency. Program also intends to work the DPS K9 Enforcement Section to have K9 handlers and their dogs at strike force operations to have the K9 sniff for narcotics and persons that may be hidden in containers. Additionally, if inspectors detect signs of narcotic or persons being stored in CMV's, K9 officers can be requested to the inspection site to perform a run. Program will be looking into trainings in the future to address these issues, such as

the Drug Interdiction Apprehension Program (ADIP) and other DOT trainings regarding Human Trafficking/Smuggling and Narcotics.

Due to the CNMI's physical and geological make up, which is an island chain of fourteen islands, the three main inhabited islands are Saipan, Tinian and Rota. Saipan serves as the Capitol of the CNMI, where the MCSAP headquarters is located. Unfortunately, DPS does not have Motor Carrier inspectors stationed on Tinian or Rota, thus two certified inspectors must fly to Tinian and Rota twice a year to conduct enforcement activities, such as Strike Force/Roadside Inspections, Terminal Inspections, Carrier/Driver presentations and community outreach/awareness.

The MCSAP commander will monitor the Program's progress through quarterly Performance Progress Reports as well as activities, trainings and other program events that inspectors attend that will benefit the program.

## Projected Goals for FY 2023 - 2025

### Instructions for Projected Goals:

Complete the following tables in this section indicating the number of inspections that the State anticipates conducting during Fiscal Years 2023 - 2025. For FY 2023, there are separate tabs for the Lead Agency, Subrecipient Agencies, and Non-Funded Agencies—enter inspection goals by agency type. Enter the requested information on the first three tabs (as applicable). The Summary table totals are calculated by the eCVSP system.

To modify the names of the Lead or Subrecipient agencies, or the number of Subrecipient or Non-Funded Agencies, visit [Part 1, MCSAP Structure](#).

**Note:** Per the [MCSAP Comprehensive Policy](#), States are strongly encouraged to conduct at least 25 percent Level 1 inspections and 33 percent Level 3 inspections of the total inspections conducted. If the State opts to do less than these minimums, provide an explanation in space provided on the Summary tab.

### MCSAP Lead Agency

**Lead Agency is:** CNMI DEPT OF PUBLIC SAFETY

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

Projected Goals for FY 2023 - Roadside Inspections					
Inspection Level	Non-Hazmat	Hazmat	Passenger	Total	Percentage by Level
Level 1: Full	500	10	60	570	38.00%
Level 2: Walk-Around	200	10	150	360	24.00%
Level 3: Driver-Only	250	0	280	530	35.33%
Level 4: Special Inspections	0	0	0	0	0.00%
Level 5: Vehicle-Only	0	10	30	40	2.67%
Level 6: Radioactive Materials	0	0	0	0	0.00%
<b>Sub-Total Lead Agency</b>	<b>950</b>	<b>30</b>	<b>520</b>	<b>1500</b>	



**MCSAP subrecipient agency**

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

**Subrecipient is:** NOT APPLICABLE

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

Projected Goals for FY 2023 - Subrecipients					
Inspection Level	Non-Hazmat	Hazmat	Passenger	Total	Percentage by Level
Level 1: Full				0	%
Level 2: Walk-Around				0	%
Level 3: Driver-Only				0	%
Level 4: Special Inspections				0	%
Level 5: Vehicle-Only				0	%
Level 6: Radioactive Materials				0	%
<b>Sub-Total Funded Agencies</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	

**Non-Funded Agencies**

Total number of agencies:	0
Enter the total number of non-funded certified officers:	
Enter the total number of inspections projected for FY 2023:	

**Summary**

## Projected Goals for FY 2023 - Roadside Inspections Summary

Projected Goals for FY 2023 Summary for All Agencies					
<b>MCSAP Lead Agency: CNMI DEPT OF PUBLIC SAFETY</b>					
<b># certified personnel: 6</b>					
<b>Subrecipient Agencies: NOT APPLICABLE</b>					
<b># certified personnel: 0</b>					
<b>Number of Non-Funded Agencies: 0</b>					
<b># certified personnel:</b>					
<b># projected inspections:</b>					
Inspection Level	Non-Hazmat	Hazmat	Passenger	Total	Percentage by Level
Level 1: Full	500	10	60	570	38.00%
Level 2: Walk-Around	200	10	150	360	24.00%
Level 3: Driver-Only	250	0	280	530	35.33%
Level 4: Special Inspections	0	0	0	0	0.00%
Level 5: Vehicle-Only	0	10	30	40	2.67%
Level 6: Radioactive Materials	0	0	0	0	0.00%
<b>Total MCSAP Lead Agency &amp; Subrecipients</b>	<b>950</b>	<b>30</b>	<b>520</b>	<b>1500</b>	

**Note:** If the minimum numbers for Level 1 and Level 3 inspections are less than described in the [MCSAP Comprehensive Policy](#), briefly explain why the minimum(s) will not be met.

Note: DPS management is working on filling up the two vacant positions within the program. The program aims to send personnel to certify in the Passenger Vehicle Inspection Course and General HM to bring a total number of certified PVI inspectors to four (4) and HM to 3 three (3). This will increase the program's capacity to conduct the necessary inspections.

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

Projected Goals for FY 2024 Roadside Inspections	Lead Agency	Subrecipients	Non-Funded	Total
Enter total number of projected inspections	1500	0	0	1500
Enter total number of certified personnel	6	0	0	6
Projected Goals for FY 2025 Roadside Inspections				
Enter total number of projected inspections	1500	0	0	1500
Enter total number of certified personnel	6	0	0	6

**Part 2 Section 4 - Investigations**

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



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

## Part 2 Section 5 - Traffic Enforcement

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

### Trend Analysis for 2017 - 2021

#### Instructions:

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

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

State/Territory Defined Measurement Period (Include 5 Periods)		Number of Documented CMV Traffic Enforcement Stops with an Inspection	Number of Citations and Warnings Issued
Begin Date	End Date		
10/01/2020	09/30/2021	8	8
10/01/2019	09/30/2020	24	24
10/01/2018	09/30/2019	4	4
10/01/2017	09/30/2018	9	9
10/01/2016	09/30/2017	5	5

☒ **The State does not conduct CMV traffic enforcement stops without an inspection. If this box is checked, the "CMV Traffic Enforcement Stops without an Inspection" table is not required to be completed and won't be displayed.**

☒ **The State does not conduct documented non-CMV traffic enforcement stops and was not reimbursed by the MCSAP grant (or used for State Share or MOE). If this box is checked, the "Non-CMV Traffic Enforcement Stops" table is not required to be completed and won't be displayed.**

**Enter the source and capture date of the data listed in the tables above.**

Traffic Enforcement data from fiscal years 2017 to 2021 are based on data gathered through our local SafetyNet system. Data Capture Date: September 8, 2022

### Narrative Overview for FY 2023 - 2025

#### Instructions:

*Describe the State's proposed level of effort (number of personnel) to implement a statewide CMV (in conjunction with and without an inspection) and/or non-CMV traffic enforcement program. If the State conducts CMV and/or non-CMV traffic*

enforcement activities only in support of the overall crash reduction goal, describe how the State allocates traffic enforcement resources. Please include number of officers, times of day and days of the week, specific corridors or general activity zones, etc. Traffic enforcement activities should include officers who are not assigned to a dedicated commercial vehicle enforcement unit, but who conduct eligible commercial vehicle/driver enforcement activities. If the State conducts non-CMV traffic enforcement activities, the State must conduct these activities in accordance with the [MCSAP Comprehensive Policy](#).

MCSAP personnel, in an effort to increase Traffic Enforcement activities with inspections, will conduct enforcement activities geared towards minimizing speeding concerns regarding all Commercial Motor Vehicles (CMVs). All Traffic Enforcement (TE) activities will be conducted upon CMV traffic stops and will be accompanied by an inspection. This effort will be focused primarily on increased speed monitoring on high traffic corridors, concentrating on vulnerable areas where speed citations were issued from the previous years as indicated in the data. In addition, efforts such as random speed checks, and off-peak enforcement will be conducted as a means to deter aggressive drivers as well as identifying drivers who are under the influence of illicit drugs and/or alcohol. MCSAP enforcement officers will be assigned to high traffic corridors as well as work zone areas for high visibility traffic enforcement during high peak traffic hours in order to alleviate any traffic accidents and aggressive driving. Systematically, MCSAP enforcement officers will also set up for speed enforcement and deterrence. Additional components for traffic enforcement include driver credentials, seat belt usage, and safe driver operations. Safe driver operations will consist of educating and citing CMV operators on texting while driving and/or cell phone usage.

All enforcement personnel assigned to MCSAP are certified in CNMI DPS standards to conduct traffic stops on all motor vehicles traveling in the CNMI. The Program is committed to boosting its efforts on Traffic Enforcement activities since the number of CMVs traveling on our highways are continuously increasing and CMVs are constantly moving on our highways.

These activities are to ensure that CMV operators are in compliance of the FMCSRs and FHMRs. These activities will be conducted during the evenings, early mornings, and weekends within high traffic corridors to ensure high level exposure and reach a wider population in these areas.

### Projected Goals for FY 2023 - 2025

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

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

			Enter Projected Goals (Number of Stops only)		
Yes	No	Traffic Enforcement Activities	FY 2023	FY 2024	FY 2025
<input checked="" type="radio"/>	<input type="radio"/>	CMV with Inspection	50	55	61
<input type="radio"/>	<input checked="" type="radio"/>	CMV without Inspection			
<input type="radio"/>	<input checked="" type="radio"/>	Non-CMV			
<input checked="" type="radio"/>	<input type="radio"/>	Comprehensive and high visibility in high risk locations and corridors (special enforcement details)	24	24	24

In order to be eligible to utilize Federal funding for Non-CMV traffic enforcement, States must maintain an average number of safety activities which include the number of roadside inspections (including border inspections, if applicable), carrier investigations, and new entrant safety audits conducted in the State for Fiscal Years 2014 and 2015.

The table below displays the information you input into this plan from the roadside inspections (including border inspections, if applicable), investigations, and new entrant safety audit sections. Your planned activities must at least equal the average of your 2014/2015 activities.

FY 2023 Planned Safety Activities				
Inspections	Investigations	New Entrant Safety Audits	Sum of FY 2023 Activities	Average 2014/15 Activities
1500	0	0	1500	509

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

To ensure effectiveness and consistency the program will use monthly reports and data from SAFETYNET.

## Part 2 Section 6 - Safety Technology

*Performance and Registration Information Systems Management (PRISM) is a condition for MCSAP eligibility in [49 CFR 350.207\(27\)](#). States must maintain, at a minimum, full PRISM participation. 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 Financial Information Part per the method these costs are handled in the State’s accounting system (e.g., contractual costs, other costs, etc.).*

### Safety Technology Compliance Status

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

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

Available data sources:

- [FMCSA ITD website](#)
- [PRISM Data And Activity Safety Hub \(DASH\) website](#)

Enter the agency name responsible for ITD in the State:

Enter the agency name responsible for PRISM in the State:

### Narrative Overview for FY 2023 - 2025

**Problem Statement Narrative and Projected Goal: Describe activities your State plans to implement in order to maintain participation in PRISM at your current level (Full, Enhanced, Expanded) and ITD goals.**

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

**Program Activities for FY 2023 - 2025: Describe any actions that will be taken to maintain full participation in PRISM and any ITD activities.**

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



## Part 2 Section 7 - Public Education and Outreach

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

### **Trend Analysis for 2017 - 2021**

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

Public Education and Outreach Activities	2017	2018	2019	2020	2021
Carrier Safety Talks			4	2	4
CMV Safety Belt Education and Outreach	37	35	12	7	13
State Trucking Association Meetings					
State-Sponsored Outreach Events	2	2			
Local Educational Safety Events	35	20	16	15	16
Teen Safety Events					

### **Narrative Overview for FY 2023 - 2025**

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

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

The program has observed the effectiveness of public education and awareness as one the main focus for the program. Aside from inspections, the program has seen that public education and awareness activities plays a crucial role in maintaining a zero commercial motor vehicle fatal rate for the past year. Public education efforts have been aimed at increasing CMV operators' and the general public's awareness of proper road safety guidelines. Other efforts have also been implemented by extending the awareness to younger drivers by conducting presentations at various schools, community events, and departmental events. The CNMI MCSAP will purchase materials to promote national safety campaigns such as "No Zone", "Be Ready Be Buckled", and "Share the Road Safely".

Educational and outreach activities will include carrier presentations and dissemination of outreach & educational materials during inspections and operations, and community activities. Also included will be newspaper ads, television ads, and/or radio spots for FY 2023. MCSAP will design and disseminate materials promoting road safety. These outreach & educational materials will include brochures, etc. to be used to promote safety events. MCSAP plans to maximize its outreach efforts by utilizing media outlets.

### **Projected Goals for FY 2023 - 2025**

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

			Performance Goals		
Yes	No	Activity Type	FY 2023	FY 2024	FY 2025
<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	24	24	24
<input type="radio"/>	<input checked="" type="radio"/>	State Trucking Association Meetings			
<input type="radio"/>	<input checked="" type="radio"/>	State-Sponsored Outreach Events			
<input checked="" type="radio"/>	<input type="radio"/>	Local Educational Safety Events	24	24	24
<input type="radio"/>	<input checked="" type="radio"/>	Teen Safety Events			

**Performance Measurements and Monitoring: Describe all performance measures and how the State will conduct monitoring of progress. States must report the quantity, duration and number of attendees in their quarterly SF-PPR reports.**

The program will schedule multiple enforcement activities, public education and outreach events throughout the fiscal year. The program will monitor these events by reporting the outcomes in the quarterly Performance Progress Reports.

The DPS Commissioner and/or Director of Police will approve all activities coordinated by MSCAP Commander. These activities will be displayed on a calendar for all MCSAP enforcement personnel to adhere to. All materials purchased will have an inventory sheet with personnel signing in and out to keep track of materials distributed. The Commander will also ensure all personnel adhere to the scheduled activities by the program's tracking tool (chart tool which keeps track of officers' activities throughout week) as well as local Safetynet reports. Outreach/educational activities will have a sign-in sheet for attendees to sign in which will keep count of participants. The program will report the outcome of these activities and materials, and personnel used to conduct such activities in the Performance Progress Reports as well as the local DPS monthly reports to ensure that program goals are met.

**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 2023 - 2025).*

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

*FMCSA has established an Out-of-Service (OOS) catch rate of 85 percent for carriers operating while under an Imminent Hazard (IH) or UNSAT/UNFIT 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****Instructions:**

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

**Check this box if:**

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

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

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

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

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

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

*The State may include additional objectives from the national priorities or emphasis areas identified in the MCSAP CVSP Planning Memorandum as applicable. In addition, the State may include any State-specific CMV problems identified in the State that will be addressed with MCSAP funding. Some examples may include hazardous materials objectives, Electronic Logging Device (ELD) implementation, and crash reduction for a specific segment of industry, etc.*

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

## 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 2023 only. This applies to States completing a multi-year CVSP or an Annual Update to their multi-year CVSP.

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

The following definitions describe Spending Plan terminology.

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

#### On Screen Messages

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

- Calculation of Federal and State Shares

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

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

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

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

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

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

- **MOE Expenditures**

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

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

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

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

- **Financial Summary**

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

The system will confirm that:

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

ESTIMATED Fiscal Year Funding Amounts for MCSAP		
	100% Federal Share	Total Estimated Funding
Total	\$450,370.00	\$450,370.00

Summary of MCSAP Funding Limitations	
Allowable amount for Overtime without written justification (15% of MCSAP Award Amount):	\$67,556.00
MOE Baseline:	\$162,125.08



## Part 4 Section 2 - Personnel

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

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

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

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

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

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

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

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

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

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

### Summary of MCSAP Funding Limitations

Allowable amount for Lead MCSAP Agency Overtime without written justification (15% of MCSAP Award Amount):	\$67,556.00
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Personnel: Salary and Overtime Project Costs						
Salary Project Costs						
Position(s)	# of Staff	% of Time on MCSAP Grant	Salary	Total Project Costs (Federal)	Federal Share	MOE
Assistant Chief of Police	1	100.0000	\$46,318.58	\$46,318.58	\$46,318.58	\$0.00
Police Lieutenant	1	100.0000	\$37,155.90	\$37,155.90	\$37,155.90	\$0.00
Police Sergeant	1	100.0000	\$33,701.51	\$33,701.51	\$33,701.51	\$0.00
Police Officer I	1	100.0000	\$25,148.57	\$25,148.57	\$25,148.57	\$0.00
Police Liutenant	1	0.0000	\$37,155.90	\$0.00	\$0.00	\$37,155.90
Police Officer I	1	0.0000	\$25,148.57	\$0.00	\$0.00	\$25,148.57
Administrative Officer III	1	0.0000	\$44,112.93	\$0.00	\$0.00	\$44,112.93
Director of Administration	1	0.0000	\$5,630.05	\$0.00	\$0.00	\$5,630.05
Director of Police	1	0.0000	\$5,630.05	\$0.00	\$0.00	\$5,630.05
<b>Subtotal: Salary</b>				<b>\$142,324.56</b>	<b>\$142,324.56</b>	<b>\$117,677.50</b>
Overtime Project Costs						
<b>Subtotal: Overtime</b>				<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>TOTAL: Personnel</b>				<b>\$142,324.56</b>	<b>\$142,324.56</b>	<b>\$117,677.50</b>
<b>Accounting Method:</b>	<b>Accrual</b>					

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

Personnel costs that will be charged to the grant are at 100% of total annual salaries. Salaries for Police Lieutenant, Police Sergeant, and Police Officer I positions are base on a 86-hour work week. All personnel that are federally funded are 100% dedicated to the MCSAP program.

**All federal costs are rounded to the nearest dollar.**

Although overtime costs will incur when performing off-peak inspections and covert operations these costs will not be charged to the grant and will be paid locally.

In order to meet the **MOE** for FY 2023, the CNMI DPS Motor Carrier Unit will dedicate **three (3)** personnel to the program whose salaries will be paid locally. **One (1)** Police Lieutenant, **one (1)** Police Officer I, and **one (1)** Administrative Officer III will be dedicated to the program at 100%. Additionally, 10% of the **Director of Administration and General Services and the Director of Police** salaries will be used towards the **MOE**. The **Director of Admins** time will be spent on providing oversight on the administrative section of the MCSAP Program, while the **Director of Police** will provide oversight on the enforcement section.

Below is the breakdown of each's salary:

#### PERSONNEL

LOCAL	Salary
Police Lieutenant	\$ 37,155.90
Administrative Offcr. III	\$ 44,112.93
Police Officer I	\$ 25,148.57
Director of Admin. (10%)	\$ 5,630.05
Director of Police (10%)	\$ 5,630.05
Total	\$ 117,677.50

### Part 4 Section 3 - Fringe Benefits

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

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

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

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

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

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

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

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

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

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

Fringe Benefits Project Costs						
Position(s)	Fringe Benefit Rate	% of Time on MCSAP Grant	Base Amount	Total Project Costs (Federal)	Federal Share	MOE
Police Assistant Chief	49.2803	100.0000	\$46,318.58	\$22,825.92	\$22,825.92	\$0.00
Police Lieutenant	28.2942	100.0000	\$37,155.90	\$10,512.97	\$10,512.97	\$0.00
Police Sergeant	61.4586	100.0000	\$33,701.51	\$20,712.48	\$20,712.48	\$0.00
Police Officer I	34.5583	100.0000	\$25,148.57	\$8,690.91	\$8,690.91	\$0.00
Police Lieutenant	28.2942	0.0000	\$37,155.90	\$0.00	\$0.00	\$10,512.97
Police Officer I	19.1745	0.0000	\$25,148.57	\$0.00	\$0.00	\$4,822.11
Administrative Officer III	38.2567	0.0000	\$44,112.93	\$0.00	\$0.00	\$16,876.15
Director of Administrative	24.2624	0.0000	\$5,630.05	\$0.00	\$0.00	\$1,365.98
Director of Police	33.3529	0.0000	\$5,630.05	\$0.00	\$0.00	\$1,877.78
<b>TOTAL: Fringe Benefits</b>				<b>\$62,742.28</b>	<b>\$62,742.28</b>	<b>\$35,454.99</b>

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

Fringe Benefits were calculated based on the % of time each personnel will be dedicated to the Program. Medicare is calculated at 1.45% each; Personnel Insurance at 1.80% each; FICA at 6.2% each. Health Insurance is calculated for those who are currently receiving this benefit (The current share for the CNMI Government Family Rate is \$599.94 per pay period X 26 pay periods X 2 personnel = \$31,196.88; Single Rate is \$187.49 per pay period X 26 pay periods X 3 personnel and 1 personnel at 10% per pay period X 26 = \$15,111.69; Couple Rate is \$384.34 per pay period X 26 pay periods X 1 personnel and 1 personnel at 10% per

pay period X 26 = \$10,992.12); Holiday Pay was calculated as: each personnel's hourly rate X 8 hours X 16 legal holidays that are observed in the CNMI. 401K benefits were calculated at 4% of the personnel's salary.

The total cost for federal share of fringe benefits are rounded to the nearest dollar.

**The total cost for Federal Share of Fringe Benefits is: \$62,742.27**

Personnel	Salary	FICA	Medicare	Pers. Ins.	Health	Holiday	Total	%
<b>Federal</b>		6.2%	1.45%	1.80%				
Assistant Chief	\$46,318.580	\$2,871.752	\$ 671.61	\$833.734	\$15,598.440	\$2,850.370	\$ 22,825.92	49.28027%
Police Lieutenant	\$37,155.900	\$2,303.666	\$538.761	\$668.806	\$ 4,874.740	\$2,126.990	\$ 10,512.96	28.29419%
Police Sergeant	\$33,701.510	\$2,089.494	\$488.672	\$606.627	\$15,598.440	\$1,929.250	\$ 20,712.48	61.45862%
Police Officer I	\$25,148.570	\$1,559.211	\$364.654	\$452.674	\$ 4,874.740	\$1,439.630	\$ 8,690.91	34.55830%
							<b>Total</b>	<b>\$ 62,742.27</b>

**MOE:**

**The total cost for MOE - Fringe Benefits is \$35,454.99**

Personnel	Salary	FICA	Medicare	Pers. Ins.	Health	401K	Holiday	Total	%
<b>Local</b>		6.20%	1.45%	1.80%		4.0%			
Police Lieutenant	\$37,155.90	\$2,303.67	\$538.76	\$668.81	\$4,874.74		\$ 2,126.99	\$ 10,512.97	28.2942%
Police Officer I	\$25,148.57	\$1,559.21	\$364.65	\$452.67		\$1,005.94	\$ 1,439.63	\$ 4,822.11	19.1745%
Admin. Officer III	\$44,112.93	\$2,735.00	\$639.64	\$794.03	\$9,992.84		\$ 2,714.64	\$ 16,876.15	38.2567%
Director of Admin	\$ 5,630.05	\$ 349.06	\$ 81.64	\$101.34	\$ 487.47		\$ 346.46	\$ 1,365.98	24.2623%
Director of Police	\$ 5,630.05	\$ 349.06	\$ 81.64	\$101.34	\$ 999.28		\$ 346.46	\$ 1,877.78	33.3529%
							<b>Total</b>	<b>\$ 35,454.99</b>	

**Part 4 Section 4 - Travel**

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

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

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

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

Travel Project Costs						
Purpose	# of Staff	# of Days	% of Time on MCSAP Grant	Total Project Costs (Federal)	Federal Share	MOE
Planning Meeting	2	5	100.0000	\$10,885.00	\$10,885.00	\$0.00
CVSA Workshop	2	6	100.0000	\$13,262.00	\$13,262.00	\$0.00
CVSA Annual Conference	2	6	100.0000	\$13,262.00	\$13,262.00	\$0.00
Passenger Carrier Vehicle Inspection (PCVI)	1	4	100.0000	\$5,204.00	\$5,204.00	\$0.00
General Hazardous Materials	1	6	100.0000	\$6,056.00	\$6,056.00	\$0.00
NAS Part A	2	6	100.0000	\$11,662.00	\$11,662.00	\$0.00
NAS Part B	2	6	100.0000	\$11,662.00	\$11,662.00	\$0.00
Strike Force - Tinian	2	2	100.0000	\$2,084.00	\$2,084.00	\$0.00
Strike Force - Rota	2	2	100.0000	\$3,312.00	\$3,312.00	\$0.00
Drug Interdiction Assistance Program (DIAP)	3	4	100.0000	\$15,012.00	\$15,012.00	\$0.00
<b>TOTAL: Travel</b>				<b>\$92,401.00</b>	<b>\$92,401.00</b>	<b>\$0.00</b>

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

CNMI MCSAP program plans to send enforcement officer off-island to certified on North American Standard (NAS) Part A & B, General HM, and Passenger Vehicle Inspection (PVI). In addition, the program will be attending the MCSAP Planning Meeting and will be participating on the CVSA workshop & Annual conference. Strike Force activities will be conducted in both islands, Tinian and Rota.

**MCSAP Planning Meeting**

Airfare	(\$3,500 x 2 persons x 1 trips)	\$7,000
Per diem	(\$351 x 2 persons x 5 days x 1 trips) (Includes Lodging and meals)	\$3,510
Car Rental	(\$75 x 1 person x 5 days x 1 trips)	\$375

Personnel attending the planning meeting will be the Assistant Chief of Police/MCSAP Commander or his designee, and one enforcement personnel/financial person.

**CVSA Workshops/Annual Conference**

Airfare	(\$3,500 x 2 persons x 2 trips)	\$14,000
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Per diem	(\$351 x 2 persons x 6 days x 2 trips) (Includes Lodging and meals)	\$8,424
Car Rental	(\$75 x 1 person x 6 days x 2 trips)	\$900
Registration Fee	(\$800 x 2 person x 2 trip)	\$3,200

Two (2) certified enforcement personnel will attend the CVSA Workshop and two (2) certified enforcement personnel will attend the CVSA Annual conference. This will benefit the program as these events are where new policies, regulations changes, inspection updates are usually shared amongst enforcement personnel. Additionally, networking with other inspectors can give program an opportunity to learn different methods and styles from other jurisdictions.

#### **Passenger Carrier Vehicle Inspection Training**

Airfare	(\$3,500x 1 person x 1 trip)	\$3,500
Per diem	(\$351 x 1 person x 4 days x 1 trip) (Includes Lodging and meals)	\$1,404
Car Rental	(\$75 x 1 person x 4 days x 1 trip)	\$300

Personnel attending the training will be one (1) NAS certified MCSAP enforcement officers.

#### **General Hazardous Material Training**

Airfare	(\$3,500 x 1 person x 1 trip)	\$3,500
Per diem	(\$351 x 1 person x 6 days x 1 trip) (Includes Lodging and meals)	\$2,106
Car Rental	(\$75 x 1 person x 6 days x 1 trip)	\$450.00

Personnel attending the training will be one (1) NAS certified MCSAP enforcement officers.

#### **NAS Part A**

Airfare	(\$3,500 x 2 persons x 1 trips)	\$7,000
Per diem	(\$351 x 2 persons x 6 days x 1 trips) (Includes Lodging and meals)	\$4,212
Car Rental	(\$75 x 1 person x 6 days x 1 trips)	\$450

Two (2) officers will take NAS Part A inspection course in order to acquire certification for NAS inspection.

#### **NAS Part B**

Airfare	(\$3,500 x 2 persons x 1 trips)	\$7,000
Per diem	(\$351 x 2 persons x 6 days x 1 trips) (Includes Lodging and meals)	\$4,212

Car Rental	(\$75 x 1 person x 6 days x 1 trips)	\$450
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Two (2) officers will take NAS Part B inspection course in order to acquire certification for NAS inspection.

#### **Strike Force - Tinian**

Airfare	(\$100 x 2 person x 2 trips )	\$ 400
Per diem	(\$173 x 2 person x 2 days x 2 trips) (Includes Lodging and meals)	\$1,384
Car Rental	(\$75 x 1 person x 2 days x 2 trips)	\$300

Two (2) certified enforcement personnel will conduct will conduct Strike Force/Roadside inspection activities.

#### **Strike Force - Rota**

Airfare	(\$265 x 2 people x 2 trips)	\$1,060
Per diem	(\$244 x 2 people x 2 days x 2 trips) (Includes Lodging and meals)	\$1,952
Car Rental	(\$75 x 1 person x 2 days x 2 trips)	\$300

Two (2) certified enforcement personnel will conduct will conduct Strike Force/Roadside inspection activities.

#### **DIAP Training**

Airfare	(\$3,500 x 3 persons x 1 trips)	\$10,500
Per diem	(\$351 x 3 persons x 4 days x 1 trips) (Includes Lodging and meals)	\$4,212
Car Rental	(\$75 x 1 person x 4 days x 1 trips)	\$300

Personnel attending the training will be three (3) NAS certified MCSAP enforcement officers.

## Part 4 Section 5 - Equipment

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

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

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

Provide a description of the equipment requested. Include 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
Mobile Digital Signboard	1	\$18,401.05	100	\$18,401.05	\$18,401.05	\$0.00
<b>TOTAL: Equipment</b>				<b>\$18,401.05</b>	<b>\$18,401.05</b>	<b>\$0.00</b>
Equipment threshold is greater than \$5,000.						

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

The CNMI MCSAP program intends to purchase one (1) new Mobile Digital Signboard. The new equipment will be used towards activities such as Strike Force Operation, Public Awareness, and Work Zone areas. In addition, this device will be placed at high traffic corridors, concentrating on vulnerable areas educating motorist and decrease aggressive driving.



**Part 4 Section 6 - Supplies**

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

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

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

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

Supplies Project Costs						
Item Name	# of Units/ Unit of Measurement	Cost per Unit	% of Time on MCSAP Grant	Total Project Costs (Federal)	Federal Share	MOE
Office Supplies	4 Quarterly	\$1,500.00	100.0000	\$6,000.00	\$6,000.00	\$0.00
Cleaning Supplies	4 Quarterly	\$1,500.00	100.0000	\$6,000.00	\$6,000.00	\$0.00
Ice and Water Supplies	126 Each	\$8.50	100.0000	\$1,071.00	\$1,071.00	\$0.00
Laptops	3 Each	\$3,500.00	100.0000	\$10,500.00	\$10,500.00	\$0.00
Printers	4 Each	\$900.00	100.0000	\$3,600.00	\$3,600.00	\$0.00
Uniforms	2 Bi-Annual	\$7,510.00	100.0000	\$15,020.00	\$15,020.00	\$0.00
Cell Phone	2 Each	\$350.00	100.0000	\$700.00	\$700.00	\$0.00
<b>TOTAL: Supplies</b>				<b>\$42,891.00</b>	<b>\$42,891.00</b>	<b>\$0.00</b>

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

*Due to the increase cost of commodity in the CNMI, the estimated monthly expenditures are higher than previous monthly calculation.*

**Office Supplies:** Supplies such as paper, pens, notepads, ink, etc. are required for the daily office operations of the program.

**Cleaning supplies: Sanitary supplies** (such as antibacterial sprays, cleaning agents, etc.) are necessary to ensure the cleanliness of the program office as well as vehicles. Additionally, hygienic supplies and personal protective equipment (PPE's) such as paper towels, sanitary wipes, hand sanitizers, face masks and gloves that are used during inspections will be purchased as well due to the unsanitary conditions from inspecting vehicles. These items are necessary in order for MCSAP enforcement personnel to maintain cleanliness after inspections.

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

**Laptops/Printer:** The CNMI is planning to purchase three (3) new Panasonic Toughbook laptops and four (4) printers in order to replace old, obsolete laptops and to prepare for the incoming enforcement personnel. The laptops and printers are essential for inspection data entry and are required for efficient program operations.

**Uniforms:** MCSAP enforcement officers require proper uniforms (shirts, pant, hats, shoes, etc.) and duty gear such as belts with all the mandated equipment and tools to carry out their daily duties as well as upholding professionalism in the workforce. Due to the harsh island weather and city water conditions it is difficult to avoid the uniform materials from fading and tearing. Furthermore, when officers are conducting inspections their uniform and/or duty gear occasionally gets dirty and damaged from CMV parts or leakage from components that have fluids/oil while inspecting under the CMV. *Uniforms are only for the 100% dedicated MCSAP enforcement officers and must be replace at least every six months.*

**Cell Phone:** It is vital for all MCSAP personnel to be able to be contacted or have access to a reliable communication line at all times. Inspectors use the cellular device as a back up communication device if the police radio band should fail, in addition, inspectors use the devices to search updated regulations, Out Service Criterias, VIN decoder, Carrier data, provides cellular internet signal to laptops ("HotSpot") and to take photos of deficiencies and share them instantly with other inspectors. The cellphone is not an additional purchase, it is part of the contract with the phone carrier.

## 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.

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

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

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

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

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

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

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

## Part 4 Section 8 - Other Costs

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

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

Enter a description of each requested Other Cost.

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

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

### Indirect Costs

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

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

### Your State will claim reimbursement for Indirect Costs.

Indirect Costs				
Cost Basis	Approved Rate	Eligible Costs	Total Indirect Costs	Federal Share
Modified Total Direct Costs (MTDC)	9.23	\$395,467.32	\$36,501.63	\$36,501.63
<b>TOTAL: Indirect Costs</b>			<b>\$36,501.63</b>	<b>\$36,501.63</b>

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
Advertising	4 Quarterly	\$500.00	100.0000	\$2,000.00	\$2,000.00	\$0.00
Printing & Photocopying	1 Annual	\$5,000.00	100.0000	\$5,000.00	\$5,000.00	\$0.00
Repair & Maintenance	4 Quarterly	\$1,600.00	100.0000	\$6,400.00	\$6,400.00	\$0.00
Dues & Subscriptions	1 Annual	\$7,800.00	100.0000	\$7,800.00	\$7,800.00	\$0.00
Freight & Handling	1 Annually	\$3,800.00	100.0000	\$3,800.00	\$3,800.00	\$0.00
Communications	12 Quarterly	\$1,200.00	100.0000	\$14,400.00	\$14,400.00	\$0.00
Utilities - Electric & Water	12 Monthly	\$1,100.00	100.0000	\$13,200.00	\$13,200.00	\$0.00
Fuel & Lubrication	12 Monthly	\$209.04	100.0000	\$2,508.48	\$2,508.48	\$0.00
Fuel & Lubrication	12 Annually	\$749.39	0.0000	\$0.00	\$0.00	\$8,992.68
<b>TOTAL: Other Costs</b>				<b>\$55,108.48</b>	<b>\$55,108.48</b>	<b>\$8,992.68</b>

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

*Due to the increase cost of commodity in the CNMI, the estimated monthly expenditures are higher than previous monthly calculation.*

**Indirect Cost Rate:** Indirect Cost (IDC) rate for FY2023 has not been released as of submission date, will be updating once the approved IDC rate is released. IDC rate is based on the CNMI's approved IDC for FY 2021 at 9.23% (with utilities directly charged).

**Advertising (Newspaper/Radio Ads):** MCSAP will advertise to promote CMV safety initiatives as outlined in the CVSP.

**Printing & Photocopying/ Decals:** MCSAP will require the printing of decals and out-of-service stickers for distribution during inspections. CVSA stickers will be purchased based on the calendar year. Printing costs also include the printing for CVSPs for distribution to other agencies in the CNMI. Printing costs are inclusive of all costs associated with printing educational brochures/posters/handouts utilized and distributed during educational activity plans.

**Repairs and Maintenance:** This amount will be reserved for the repairs and maintenance of all MCSAP Equipment including computers, printers, vehicles, and the upkeep of the MCSAP Office which either to add permanent value of the property or prolong its intended life. It is essential that all equipment are kept in good working condition to ensure efficiency and durability.

**Dues and Subscriptions:** Annual membership fees have to be paid to be able to continue to work with CVSA.

**Freight & Handling:** Important documents are frequently sent off-island and this amount will be used to pay for shipping and handling fee associated with the program. Additionally, this will cover any other fee that may arise as a result of purchasing from vendors outside the CNMI.

**Communications:** The communications cost is inclusive of cell phone services, LAN lines, radio services, internet and DSL access and Safety Net services.

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

**Fuel & Lubrication:** Fuel charges are for vehicles assigned to the program at 100%

**MOE**

CNMI DPS will cover fuel charges for vehicles assigned to the Program at 100% in order to meet the MOE baseline. If monthly cost exceeds \$749.39, the remaining cost will be charged to the program.

Below is a breakdown of the estimated costs for fuel & lubrication charges:

Fuel		
Cost	Monthly	Total
\$ 749.39	12	\$ 8,992.68

**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	\$450,370.00	\$450,370.00

Summary of MCSAP Funding Limitations	
Allowable amount for Overtime without written justification (14.99% of MCSAP Award Amount):	\$67,556.00
MOE Baseline:	\$162,125.08

Estimated Expenditures			
Personnel			
	Federal Share	Total Project Costs (Federal)	MOE
Assistant Chief of Police	\$46,318.58	\$46,318.58	\$0.00
Police Lieutenant	\$37,155.90	\$37,155.90	\$0.00
Police Sergeant	\$33,701.51	\$33,701.51	\$0.00
Police Officer I	\$25,148.57	\$25,148.57	\$0.00
Police Lietenant	\$0.00	\$0.00	\$37,155.90
Police Officer I	\$0.00	\$0.00	\$25,148.57
Administrative Officer III	\$0.00	\$0.00	\$44,112.93
Director of Administration	\$0.00	\$0.00	\$5,630.05
Director of Police	\$0.00	\$0.00	\$5,630.05
<b>Salary Subtotal</b>	<b>\$142,324.56</b>	<b>\$142,324.56</b>	<b>\$117,677.50</b>
<b>Overtime subtotal</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>Personnel total</b>	<b>\$142,324.56</b>	<b>\$142,324.56</b>	<b>\$117,677.50</b>

Fringe Benefits			
	Federal Share	Total Project Costs (Federal)	MOE
Police Assistant Chief	\$22,825.92	\$22,825.92	\$0.00
Police Lieutenant	\$10,512.97	\$10,512.97	\$0.00
Police Sergeant	\$20,712.48	\$20,712.48	\$0.00
Police Officer I	\$8,690.91	\$8,690.91	\$0.00
Police Lieutenant	\$0.00	\$0.00	\$10,512.97
Police Officer I	\$0.00	\$0.00	\$4,822.11
Administrative Officer III	\$0.00	\$0.00	\$16,876.15
Director of Administrative	\$0.00	\$0.00	\$1,365.98
Director of Police	\$0.00	\$0.00	\$1,877.78
<b>Fringe Benefits total</b>	<b>\$62,742.28</b>	<b>\$62,742.28</b>	<b>\$35,454.99</b>

Travel			
	Federal Share	Total Project Costs (Federal)	MOE
Planning Meeting	\$10,885.00	\$10,885.00	\$0.00
CVSA Workshop	\$13,262.00	\$13,262.00	\$0.00
CVSA Annual Conference	\$13,262.00	\$13,262.00	\$0.00
Passenger Carrier Vehicle Inspection (PCVI)	\$5,204.00	\$5,204.00	\$0.00
General Hazardous Materials	\$6,056.00	\$6,056.00	\$0.00
NAS Part A	\$11,662.00	\$11,662.00	\$0.00
NAS Part B	\$11,662.00	\$11,662.00	\$0.00
Strike Force - Tinian	\$2,084.00	\$2,084.00	\$0.00
Strike Force - Rota	\$3,312.00	\$3,312.00	\$0.00
Drug Interdiction Assistance Program (DIAP)	\$15,012.00	\$15,012.00	\$0.00
<b>Travel total</b>	<b>\$92,401.00</b>	<b>\$92,401.00</b>	<b>\$0.00</b>

Equipment			
	Federal Share	Total Project Costs (Federal)	MOE
Mobile Digital Signboard	\$18,401.05	\$18,401.05	\$0.00
<b>Equipment total</b>	<b>\$18,401.05</b>	<b>\$18,401.05</b>	<b>\$0.00</b>

Supplies			
	Federal Share	Total Project Costs (Federal)	MOE
Office Supplies	\$6,000.00	\$6,000.00	\$0.00
Cleaning Supplies	\$6,000.00	\$6,000.00	\$0.00
Ice and Water Supplies	\$1,071.00	\$1,071.00	\$0.00
Laptops	\$10,500.00	\$10,500.00	\$0.00
Printers	\$3,600.00	\$3,600.00	\$0.00
Uniforms	\$15,020.00	\$15,020.00	\$0.00
Cell Phone	\$700.00	\$700.00	\$0.00
<b>Supplies total</b>	<b>\$42,891.00</b>	<b>\$42,891.00</b>	<b>\$0.00</b>

Contractual and Subaward			
	Federal Share	Total Project Costs (Federal)	MOE
<b>Contractual and Subaward total</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

Other Costs			
	Federal Share	Total Project Costs (Federal)	MOE
Advertising	\$2,000.00	\$2,000.00	\$0.00
Printing & Photocopying	\$5,000.00	\$5,000.00	\$0.00
Repair & Maintenance	\$6,400.00	\$6,400.00	\$0.00
Dues & Subscriptions	\$7,800.00	\$7,800.00	\$0.00
Freight & Handling	\$3,800.00	\$3,800.00	\$0.00
Communications	\$14,400.00	\$14,400.00	\$0.00
Utilities - Electric & Water	\$13,200.00	\$13,200.00	\$0.00
Fuel & Lubrication	\$2,508.48	\$2,508.48	\$0.00
Fuel & Lubrication	\$0.00	\$0.00	\$8,992.68
<b>Other Costs total</b>	<b>\$55,108.48</b>	<b>\$55,108.48</b>	<b>\$8,992.68</b>



Total Costs			
	Federal Share	Total Project Costs (Federal)	MOE
Subtotal for Direct Costs	\$413,868.37	\$413,868.37	\$162,125.17
Indirect Costs	\$36,501.63	\$36,501.63	NA
<b>Total Costs Budgeted</b>	<b>\$450,370.00</b>	<b>\$450,370.00</b>	<b>\$162,125.17</b>

#### 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	\$450,370.00	\$450,370.00

Summary of MCSAP Funding Limitations	
Allowable amount for Overtime without written justification (14.99% of MCSAP Award Amount):	\$67,556.00
MOE Baseline:	\$162,125.08

Estimated Expenditures			
	Federal Share	Total Project Costs (Federal)	Planned MOE Costs
Salary Subtotal	\$142,324.56	\$142,324.56	\$117,677.50
Overtime Subtotal	\$0.00	\$0.00	\$0.00
Personnel Total	\$142,324.56	\$142,324.56	\$117,677.50
Fringe Benefits Total	\$62,742.28	\$62,742.28	\$35,454.99
Travel Total	\$92,401.00	\$92,401.00	\$0.00
Equipment Total	\$18,401.05	\$18,401.05	\$0.00
Supplies Total	\$42,891.00	\$42,891.00	\$0.00
Contractual and Subaward Total	\$0.00	\$0.00	\$0.00
Other Costs Total	\$55,108.48	\$55,108.48	\$8,992.68
	Federal Share	Total Project Costs (Federal)	Planned MOE Costs
Subtotal for Direct Costs	\$413,868.37	\$413,868.37	\$162,125.17
Indirect Costs	\$36,501.63	\$36,501.63	NA
<b>Total Costs Budgeted</b>	<b>\$450,370.00</b>	<b>\$450,370.00</b>	<b>\$162,125.17</b>

**Part 5 - Certifications and Documents**

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

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

**Part 5 Section 1 - State Certification**

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

1. What is the name of the person certifying the declaration for your State? ROBERT A. GUERRERO
2. What is this person's title? COMMISSIONER, CNMI DEPT. OF PUBLIC SAFETY
3. Who is your Governor's highway safety representative? ROBERT A. GUERRERO
4. What is this person's title? COMMISSIONER, CNMI DEPT. OF PUBLIC SAFETY

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

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

**State Certification declaration:**

I, ROBERT A. GUERRERO, COMMISSIONER, CNMI DEPT. OF PUBLIC SAFETY, on behalf of the Commonwealth of NORTHERN MARIANA ISLANDS , as requested by the Administrator as a condition of approval of a grant under the authority of [49 U.S.C. § 31102](#), as amended, certify that the Commonwealth satisfies all the conditions required for MCSAP funding, as specifically detailed in [49 C.F.R. § 350.211](#).

If there are any exceptions that should be noted to the above certification, include an explanation in the text box below. CNMI DPS MCSAP is working on addressing a finding from 2017 regarding to the applicability of the FMCSR's and the FHMR's to the CNMI. The MCSAP program is collaborating with the members of the CNMI Legislature to amend Title 9 of the Commonwealth Code §3114 for the automatic adoption of the FMCSR's and FHMR's. The draft legislation is currently under review before being introduce in the CNMI legislature.

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

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

1. What is the name of your certifying State official? ROBERT A. GUERRERO
2. What is the title of your certifying State official? COMMISSIONER
3. What are the phone # and email address of your State official? (670)664-9022

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

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

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

If there are any exceptions that should be noted to the above certification, include an explanation in the text box below. CNMI DPS MCSAP is working on addressing a finding from 2017 regarding to the applicability of the FMCSR's and the FHMR's to the CNMI. The MCSAP program is collaborating with the members of the CNMI Legislature to amend Title 9 of the Commonwealth Code §3114 for the automatic adoption of the FMCSR's and FHMR's. The draft legislation is currently under review before being introduce in the CNMI legislature.

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

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

☐ Yes ☒ No

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

☐ Yes ☒ No

### **FY 2023 Certification of MCSAP Conformance (State Certification)**

I, Robert A. Guerrero, Commissioner of the Department of Public Safety, on behalf of the Commonwealth of the Northern Mariana Islands, as requested by the Administrator as a condition of approval of a grant under the authority of 49 U.S.C. § 31102, as amended, do hereby certify as follows:

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



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

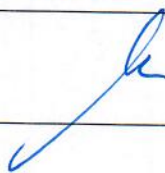


25. The State will transmit to its roadside inspectors at the notice of each Federal exemption granted pursuant to 49 U.S.C. § 31315(b) and 49 C.F.R. §§ 390.32 and 390.25 as provided to the State by FMCSA, including the name of the person granted the exemption and any terms and conditions that apply to the exemption.
26. Except for a territory of the United States, the State will conduct safety audits of interstate and, at the State's discretion, intrastate new entrant motor carriers under 49 U.S.C. § 31144(g). The State must verify the quality of the work conducted by a third party authorized to conduct safety audits under 49 U.S.C. § 31144(g) on its behalf, and the State remains solely responsible for the management and oversight of the activities.
27. The State will fully participate in the performance and registration information systems management program under 49 U.S.C. § 31106(b) not later than October 1, 2020, or demonstrates to FMCSA an alternative approach for identifying and immobilizing a motor carrier with serious safety deficiencies in a manner that provides an equivalent level of safety.
28. The State will ensure that it cooperates in the enforcement of hazardous materials safety permits issued under subpart E of part 385 of this subchapter by verifying possession of the permit when required while conducting vehicle inspections and investigations, as applicable.
29. In the case of a State that shares a land border with another country, the State may conduct a border CMV safety program focusing on international commerce that includes enforcement and related projects or will forfeit all MCSAP funds based on border-related activities.
30. In the case that a State meets all MCSAP requirements and funds operation and maintenance costs associated with innovative technology deployment with MCSAP funds, the State agrees to comply with the requirements established in 49 C.F.R. subpart D.

Date

7.13.22

Signature





## Annual Review of Laws, Regulations, Policies and Compatibility Certification

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

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

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

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

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

**Signature of Certifying Official:** \_\_\_\_\_

**Title of Certifying Official:** Commissioner, CNMI Department of Public Safety

**Date of Certification:** 9.13.22

RECEIVED  
DEPT. OF FINANCE  
FINANCE & ACCOUNTING  
DIVISION



# United States Department of the Interior

OFFICE OF THE SECRETARY  
Washington, DC 20240

OFFICE OF GRANTS MANAGEMENT  
AND STATE CLEARINGHOUSE



**RECEIVED**

CB  
BY

08/04/2020  
DATE

## State and Local Governments Indirect Cost Negotiation Agreement

EIN: 98-6019463

### Organization:

Commonwealth of the Northern Mariana Islands  
PO Box 5234 CHRB  
Saipan, MP 96950-5234

Date: August 3, 2020

Report No(s): 20-A-1220(FY20C)  
20-A-1221(FY21C)

### Filing Ref.:

Last Negotiation Agreement  
dated May 20, 2019

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 subject to the limitations in Section II.A. of this agreement. 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

Type	Effective Period		Rate*	Locations	Applicable To
	From	To			
Fixed Carryforward	10/01/19	9/30/20	32.00%	All	1/
Fixed Carryforward	10/01/19	9/30/20	9.42%	All	2/
Fixed Carryforward	10/01/20	9/30/21	32.00%	All	1/
Fixed Carryforward	10/01/20	9/30/21	9.23%	All	2/

1/ Programs without utilities direct charged.

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

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

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

### Section II: General

Page 1 of 3

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



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

C. **Changes:** The rate(s) contained in this agreement are based on the accounting system in effect at the time the proposal was submitted. Changes in the method of accounting for costs which affect the amount of reimbursement resulting from use of the rate(s) in this agreement may require the prior approval of the cognizant 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.

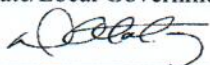
**Section III: Acceptance**

Listed below are the signatures of acceptance for this agreement:

By the State or Local Government:

Commonwealth of the Northern Mariana Islands

State/Local Government



/s/

Signature

David Dlg. Atalig

Name (Type or Print)

Secretary of Finance

Title

July 31, 2020

Date

By the Cognizant Federal Government Agency:

U.S. Department of the Interior

Cognizant Agency

**CRAIG WILLS**

Digitally signed by CRAIG WILLS  
Date: 2020.08.03 13:33:58 -07'00'

/s/

Signature

Craig A. Wills

Name

Division Chief

Indirect Cost Services Division

Title

Negotiated by Stacy Frost

Telephone (916) 930-3815