



NORTHERN MARIANA ISLANDS

Commercial Vehicle Safety Plan

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

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

Date of Approval: June 29, 2021

FINAL CVSP



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

Part 1 - MCSAP Overview

Part 1 Section 1 - Introduction

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

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

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

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

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

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

REMINDERS FOR FY 2021:

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

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

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

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

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

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

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

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

Part 1 Section 2 - Mission/Goal Statement

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

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

Instructions:

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

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

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 2021, 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

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

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

Instructions:

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

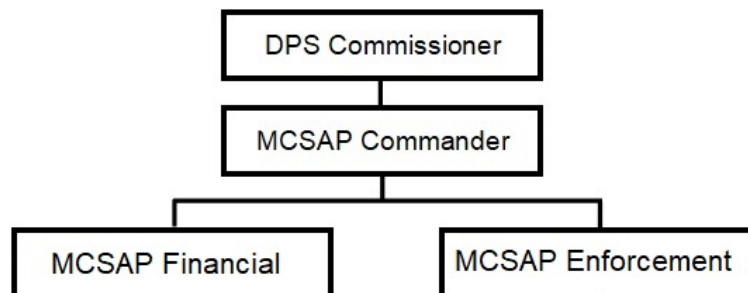
NOTE: Please do not include activities or expenses associated with any other FMCSA grant program.

The CNMI MCSAP is one of several specialized units under the Department of Public Safety (DPS). DPS is overseen by its Commissioner and the MCSAP program is headed by a Police Assistant Chief, serving as the MCSAP Commander. The program is broken down into two components, which are Enforcement and Financial. The Enforcement component of the program is responsible for all the enforcement related activities such as Roadside Inspections, Traffic Enforcement activities, and Public Education & Outreach activities. The Financial component is responsible for all the administrative affairs of the program.

The enforcement personnel consist of one Assistant Chief of Police, two Police Lieutenants, three Police Sergeants and two Police Officer II's. The Financial personnel consists of a Program Manager (non-sworn), who reports to the Commander of MCSAP (see organizational chart below). The program has one of its enforcement personnel (Police Sergeant), who's duty station assignment is on the island of Tinian.

Federally funded positions in the program are as follows: One (1) Assistant Chief of Police, one (1) Police Lieutenant, two (2) Police Sergeants, one (1) Police Officer II, and one (1) Program Manager (non-enforcement). Positions used towards the **MOE** are: One (1) Police Lieutenant, one (1) Police Sergeant, one (1) Police Officer II, and the Director of Administrative and General Services are funded through local funds.

The Police Lieutenant and Police Officer I who are being paid by local funds are not currently NAS A & B certified, however, the CNMI MCSAP is working with NTC on how to proceed with attending trainings during the COVID-19 pandemic.



Participating Agency	Column A Number of Certified CMV Inspectors (Non-Sworn)	Column B Number of Certified CMV Officers (Sworn)	Column C Number of Officers in Column B supported by MCSAP Funds
CNMI Department of Public Safety	0	6	5

Total	0	6	5

The Director of Administrative and General Services will be working in conjunction with the Program Manager to ensure the financial and physical resource of the program are maintained and accounted for. A tracking sheet will be maintained to track how much time is spent on performing program related duties for both the Commissioner and the Director.

Under the FY2021 update, only personnel information was updated.

Part 1 Section 4 - MCSAP Structure

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

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

Instructions:

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

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

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

Lead Agency Information	
Agency Name:	CNMI DEPT OF PUBLIC SAFETY
Enter total number of personnel participating in MCSAP activities	10
National Program Elements	Enter # personnel below
Driver and Vehicle Inspections	7
Traffic Enforcement Activities	7
Investigations*	0
Public Education and Awareness	8
Data Collection and Reporting	8
* Formerly Compliance Reviews and Includes New Entrant Safety Audits	

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

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

Part 2 - Crash Reduction and National Program Elements

Part 2 Section 1 - Overview

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

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

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

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

Part 2 Section 2 - CMV Crash Reduction

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

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

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

Trend Analysis for 2014 - 2018

Instructions for all tables in this section:

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

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

ALL CMV CRASHES

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

Goal measurement as defined by your State: Actual # Fatalities

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

Measurement Period (Include 5 Periods)		Fatalities	Goal	Outcome
Begin Date	End Date			
01/01/2018	12/31/2018	0	0	0
01/01/2017	12/31/2017	0	0	0
01/01/2016	12/31/2016	0	0	0
01/01/2015	12/31/2015	0	0	0
01/01/2014	12/31/2014	0	0	0

MOTORCOACH/PASSENGER CARRIER CRASHES

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

Goal measurement as defined by your State: Actual # Fatalities

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

Measurement Period (Include 5 Periods)		Fatalities	Goal	Outcome
Begin Date	End Date			
01/01/2018	12/31/2018	0	0	0
01/01/2017	12/31/2017	0	0	0
01/01/2016	12/31/2016	0	0	0
01/01/2015	12/31/2015	0	0	0
01/01/2014	12/31/2014	0	0	0

Hazardous Materials (HM) CRASH INVOLVING HM RELEASE/SPILL

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

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

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

Goal measurement as defined by your State: Actual # Fatalities

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

Measurement Period (Include 5 Periods)		Fatalities	Goal	Outcome
Begin Date	End Date			
01/01/2018	12/31/2018	0	0	0
01/01/2017	12/31/2017	0	0	0
01/01/2016	12/31/2016	0	0	0
01/01/2015	12/31/2015	0	0	0
01/01/2014	12/31/2014	0	0	0

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

Data Source: DPS Crash Records System. Data Capture Date: August 05, 2019.

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

The CNMI has maintained a zero fatality rate for ALL CMV Crashes, Motorcoach/Passenger Crashes, and HM Crashes Involving HM Release/Spill since 2008. This outcome is a result of enforcement and educational activities performed by enforcement personnel. The Program remains committed in maintaining this rate by continuing similar efforts, and by providing its personnel with skills 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 2020 - 2022**Instructions:**

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

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

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

2021 Update: Radio button was selected in error, therefore no changes were made to this section.

Enter the data source and capture date:

Data Source: DPS Crash Records System. Data Capture Date: August 05, 2019

Projected Goal for FY 2020 - 2022:

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

Fiscal Year	Annual Crash Reduction Goals
2020	0
2021	0
2022	0

The goal for FY 2020 is to maintain a zero fatality rate in the CNMI.

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

Activities on Driver/Vehicle Inspections, Traffic Enforcement activities and Public Education & Awareness activities throughout Fiscal Year 2020.

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

Part 2 Section 3 - Roadside Inspections

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

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

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

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

Trend Analysis for 2014 - 2018

Inspection Types	2014	2015	2016	2017	2018
Level 1: Full	457	176	315	481	768
Level 2: Walk-Around	157	63	120	202	229
Level 3: Driver-Only	77	10	93	116	79
Level 4: Special Inspections			2		0
Level 5: Vehicle-Only	33	41	48	57	24
Level 6: Radioactive Materials	0	0	0	0	0
Total	724	290	578	856	1100

Narrative Overview for FY 2020 - 2022

Overview:

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

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

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 the volume of tourists coming in to the CNMI, the number of passenger vehicle travel has increased. 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 eight (8) personnel assigned to the enforcement component; six (6) are certified in NAS, one (1) in HM, and one (1) PVI. Two (2) personnel are not certified and are awaiting training in NAS. Additionally the program intends to increase the number of inspectors in PVI and HM.

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.

NOTE: Trend analysis data for 2014 - 2018 captured on local Safetynet on October 22, 2019. Previous Safetynet operator failed to upload several inspections in previous years and with upgrades to our local Safetynet, micommunication with MCMIS and other databases may have caused discrepancies.

****FY2021 UPDATE****

The program has eight (8) personnel assigned to the enforcement component, six (6) are certified in NAS, with one (1) also certified in HM, and another one (1) in PVI. Two (2) sworn enforcement personnel are not certified and are awaiting training in NAS. For the time being, these two personnel assist certified inspectors by flagging in CMV's in to the inspection funnel, conduct traffic enforcement activities and other duties to support inspectors. The program intends to have more personnel certified in HM, PVI, other bulk, etc... in the future, but with the COVID-19 pandemic, it has been difficult to travel outside the CNMI. Additionally, with the closing of international flights to the CNMI, PVI carriers have ceased operations until such time international flights resume. Currently, program is awaiting for feedback on the possibility of having NTC host courses virtually for the NAS parts A&B.

Program has begun regular uploads and downloads of SAFETYNET system after some technical issues were addressed. Program is contacting FMCSA Technical Support to see if downloads were transferred without any issues.

Projected Goals for FY 2020 - 2022**Instructions for Projected Goals:**

Complete the following tables in this section indicating the number of inspections that the State anticipates conducting during Fiscal Years 2020 - 2022. For FY 2021, there are separate tabs for the Lead Agency, Subrecipient Agencies, and Non-Funded Agencies—enter inspection goals by agency type. Enter the requested information on the first three tabs (as applicable). The Summary table totals are calculated by the eCVSP system.

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

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

MCSAP Lead Agency

Lead Agency is: CNMI DEPT OF PUBLIC SAFETY

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

Projected Goals for FY 2021 - 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%
Sub-Total Lead Agency	950	30	520	1500	

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

Non-Funded Agencies

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

Summary

Projected Goals for FY 2021 - Roadside Inspections Summary

Projected Goals for FY 2021 Summary for All Agencies					
MCSAP Lead Agency: CNMI DEPT OF PUBLIC SAFETY					
# certified personnel: 6					
Subrecipient Agencies: NOT APPLICABLE					
# certified personnel: 0					
Number of Non-Funded Agencies: 0					
# certified personnel:					
# projected inspections:					
Inspection Level	Non-Hazmat	Hazmat	Passenger	Total	Percentage by Level
Level 1: Full	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%
Total ALL Agencies	950	30	520	1500	

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

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

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

Projected Goals for FY 2021 Roadside Inspections	Lead Agency	Subrecipients	Non-Funded	Total
Enter total number of projected inspections	1450	0	0	1450
Enter total number of certified personnel	8	0	0	8
Projected Goals for FY 2022 Roadside Inspections				
Enter total number of projected inspections	1450	0	0	1450
Enter total number of certified personnel	8	0	0	8

Part 2 Section 4 - Investigations

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

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

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

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

Part 2 Section 5 - Traffic Enforcement

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

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

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

Trend Analysis for 2014 - 2018

Instructions:

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

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

State/Territory Defined Measurement Period (Include 5 Periods)		Number of Documented CMV Traffic Enforcement Stops with an Inspection	Number of Citations and Warnings Issued
Begin Date	End Date		
10/01/2017	09/30/2018	73	73
10/01/2016	09/30/2017	30	109
10/01/2015	09/30/2016	89	89
10/01/2014	09/30/2015	9	9
10/01/2013	09/30/2014	77	77

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

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

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

Traffic Enforcement data from fiscal years 2014 to 2018 are based on data gathered through our local SafetyNet system. Data Capture Date: August 12, 2019

Narrative Overview for FY 2020 - 2022

Instructions:

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

MCSAP personnel will continue to 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 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 2020, FY 2021, and FY 2022 incorrectly entered figures reflect programs goals for the respective years. Additionally, with upgrades to our local Safetynet - miscommunication between local Safetynet and MCMIS or other databases may have caused discrepancies with data.

****FY2021 UPDATE****

As of August 1, 2020, the program was able to conduct a total of nine (9) traffic enforcement activities and is utilizing FY2019 MCSAP funds and carrying out the FY2019 CVSP.

Projected Goals for FY 2020 - 2022

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

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

			Enter Projected Goals (Number of Stops only)		
Yes	No	Traffic Enforcement Activities	FY 2020	FY 2021	FY 2022
<input checked="" type="radio"/>	<input type="radio"/>	CMV with Inspection	200	200	200
<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)	50	50	50

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

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

FY 2021 Planned Safety Activities				
Inspections	Investigations	New Entrant Safety Audits	Sum of FY 2021 Activities	Average 2004/05 Activities
1500	0	0	1500	1572

The sum of your planned FY 2021 safety activities must equal or exceed the average number of 2004/2005 activities. To be reimbursed for non-CMV traffic enforcement activities, update the number of FY 2021 roadside inspections, investigations, and/or new entrant safety audits to reflect the allowable amount.

Describe how the State will 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

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

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

Performance and Registration Information Systems Management (PRISM) is a condition for MCSAP eligibility in [49 CFR 350.207\(27\)](#). States must achieve full participation by October 1, 2020. FMCSA defines "fully participating" in PRISM for the purpose of determining eligibility for MCSAP funding, as when a State's or Territory's International Registration Plan (IRP) or CMV registration agency suspends or revokes and denies registration if the motor carrier responsible for safety of the vehicle is under any Federal OOS order and denies registration if the motor carrier possess an inactive or de-active USDOT number for motor carriers operating CMVs in commerce that have a Gross Vehicle Weight (GVW) of 26,001 pounds or more. Further information regarding full participation in PRISM can be found in the MCP Section 4.3.1.

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

Safety Technology Compliance Status

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

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

Available data sources:

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

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

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

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

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

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

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

Part 2 Section 7 - Public Education and Outreach

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

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

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

Trend Analysis for 2014 - 2018

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

Public Education and Outreach Activities	2014	2015	2016	2017	2018
Carrier Safety Talks	24		47	32	29
CMV Safety Belt Education and Outreach	63		22	32	34
State Trucking Association Meetings					
State-Sponsored Outreach Events					
Local Educational Safety Events	52		29	8	37
Teen Safety Events					

Narrative Overview for FY 2020 - 2022

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

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

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 years. 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 school and carrier presentations and dissemination of outreach & educational materials during inspections and operations, presentations, and community activities (2 to 3 events per month for the year). Also included will be newspaper ads, television ads, and/or radio spots for FY 2020. 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.

****FY2021 UPDATES****

As of August 1, 2020, the program completed twenty-four (24) Public Education & Outreach activities. Of the twenty-four activities, two (2) were carrier talks, seven (7) were seat-belt outreach/educational activities and fifteen (15) Educational Safety events. With the COVID pandemic striking the CNMI in May of 2020, Educational & Outreach activities have also reduced but the program intends to continue activities, adhering to the guidance from the Center for Disease Control (CDC) for presenter/officers and participant's safety.

Projected Goals for FY 2020 - 2022

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

			Performance Goals		
Yes	No	Activity Type	FY 2020	FY 2021	FY 2022
<input checked="" type="radio"/>	<input type="radio"/>	Carrier Safety Talks	25	25	25
<input checked="" type="radio"/>	<input type="radio"/>	CMV Safety Belt Education and Outreach	28	28	28
<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	35	35	35
<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 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 2020 - 2022).

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

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

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

Instructions:

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

Check this box if:

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

Part 3 Section 2 - Passenger Carrier Enforcement

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

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

Instructions:

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

Check this box if:

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

Part 3 Section 3 - State Specific Objectives – Past

No updates are required for this section.

Instructions:

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

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

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

Part 3 Section 4 - State Specific Objectives – Future

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

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

Instructions:

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

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

Part 4 - Financial Information

Part 4 Section 1 - Overview

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

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

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

Instructions

The *Spending Plan* should include costs for FY 2021 only. This applies to States completing a multi-year CVSP or an Annual Update to their multi-year CVSP.

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

The following definitions describe *Spending Plan* terminology.

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

On Screen Messages

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

- Calculation of Federal and State Shares

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

The system calculates an 85 percent Federal share and 15 percent State share automatically and populates these

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

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

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

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

- **MOE Expenditures**

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

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

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

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

- **Financial Summary**

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

The system will confirm that:

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

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

Summary of MCSAP Funding Limitations	
Allowable amount for Overtime without written justification (14.99% of MCSAP Award Amount):	\$52,465.00
MOE Baseline:	\$162,125.08

Part 4 Section 2 - Personnel

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

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

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

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

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

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

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

If OT will be charged to the grant, only OT amounts for the Lead MCSAP Agency should be included in the table below. If the OT amount requested is greater than the 14.99 percent limitation in the MCSAP Comprehensive Policy (MCP), then justification must be provided in the CVSP for review and approval by FMCSA headquarters.

Activities conducted on OT by subrecipients under subawards from the Lead MCSAP Agency must comply with the 14.99 percent limitation as provided in the MCP. Any deviation from the 14.99 percent limitation must be approved by the Lead MCSAP Agency for the subrecipients.

Summary of MCSAP Funding Limitations

Allowable amount for Lead MCSAP Agency Overtime without written justification (14.99% of MCSAP Award Amount):	\$52,465.00
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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	\$44,112.93	\$44,112.93	\$44,112.93	\$0.00
Police Lieutenant	1	100.0000	\$32,917.75	\$32,917.75	\$32,917.75	\$0.00
Police Sergeant	1	100.0000	\$29,857.37	\$29,857.37	\$29,857.37	\$0.00
Police Sergeant	1	100.0000	\$29,857.37	\$29,857.37	\$29,857.37	\$0.00
Police Officer II	1	100.0000	\$23,394.03	\$23,394.03	\$23,394.03	\$0.00
Police Lieutenant	1	0.0000	\$32,917.75	\$0.00	\$0.00	\$32,917.75
Police Officer II	1	0.0000	\$23,394.03	\$0.00	\$0.00	\$23,394.03
Director of Administration	1	0.0000	\$53,619.54	\$0.00	\$0.00	\$5,361.54
Program Manager	1	100.0000	\$33,000.00	\$33,000.00	\$33,000.00	\$0.00
Police Sergeant	1	0.0000	\$29,857.37	\$0.00	\$0.00	\$29,857.37
Subtotal: Salary				\$193,139.45	\$193,139.45	\$91,530.69
Overtime Project Costs						
Subtotal: Overtime				\$0.00	\$0.00	\$0.00
TOTAL: Personnel				\$193,139.45	\$193,139.45	\$91,530.69
Accounting Method:	Accrual					

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

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

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 2021, the CNMI DPS Motor Carrier Unit will dedicate **three (3)** officers to the program whose salaries will be paid locally. **One (1)** Police Lieutenant, **one (1)** Police Sergeant, and **one (1)** Police Officer II will be dedicated to the program at 100%. Additionally, 10% of the **Director of Administration and General Services'** salary will be used towards the MOE. This is a result of her time spent with the purchasing and maintaining records for MCSAP purchases that will be purchased under local funding and used toward the MOE since this will be handled separately from MCSAP administrative section. Additionally, the Director provides oversight on the administrative section of the MCSAP Program.

Below is the breakdown of each's salary:

PERSONNEL

LOCAL	Salary
Police Lieutenant	\$ 32,917.75
Police Sergeant	\$ 29,857.37
Police Officer II	\$ 23,394.03
Director of Admin. (10%)	\$ 5,361.54
Total	\$ 91,530.69

Part 4 Section 3 - Fringe Benefits

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

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

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

The cost of fringe benefits are allowable if:

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

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

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

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

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

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

*The **Base Amount** is:*

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

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

Fringe Benefits Project Costs						
Position(s)	Fringe Benefit Rate	% of Time on MCSAP Grant	Base Amount	Total Project Costs (Federal)	Federal Share	MOE
Health Insurance	100.0000	100.0000	\$61,423.44	\$61,423.44	\$61,423.44	\$0.00
Personnel Insurance	100.0000	100.0000	\$2,800.52	\$2,800.52	\$2,800.52	\$0.00
Holiday Pay	100.0000	100.0000	\$10,399.80	\$10,399.80	\$10,399.80	\$0.00
Medicare	100.0000	100.0000	\$2,800.52	\$2,800.52	\$2,800.52	\$0.00
FICA	100.0000	100.0000	\$11,974.65	\$11,974.65	\$11,974.65	\$0.00
Health Insurance	100.0000	0.0000	\$20,474.48	\$0.00	\$0.00	\$20,474.48
Personnel Insurance	100.0000	0.0000	\$1,327.19	\$0.00	\$0.00	\$1,327.19
Holiday Pay	100.0000	0.0000	\$4,928.57	\$0.00	\$0.00	\$4,928.57
Medicare	100.0000	0.0000	\$1,327.20	\$0.00	\$0.00	\$1,327.20
FICA	100.0000	0.0000	\$5,674.91	\$0.00	\$0.00	\$5,674.91
TOTAL: Fringe Benefits				\$89,398.93	\$89,398.93	\$33,732.35

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

Fringe Benefits were calculated based on the % of time each personnel will be dedicated to the Program. Medicare and Personnel Insurance were calculated at 1.45% each; FICA at 6.2%, Health Insurance was calculated for those who are currently receiving this benefit (The current share for the CNMI Government Family Rate is \$599.99 per pay period X 26 pay periods X 3 personnel = \$46,799.22; the Single Rate is \$187.49 per pay period X 26 pay periods X 3 personnel = \$14,624.22; Holiday Pay was calculated as: each personnel's hourly rate X 8 hours X 14 legal holidays that are observed in the CNMI. 401K benefits were calculated at 4% of the personnel's salary. The total cost for federal share of fringe benefits are rounded to the nearest dollar.

The total cost for Federal Share of Fringe Benefits is: \$89,398.93

PERSONNEL

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FEDERAL	Salary	Medicare 1.45	FICA 6.2	Pers. Ins. 1.45	Health	Holiday
Asst. Chief of Police	\$ 44,112.93	\$ 639.64	\$ 2,735.00	\$ 639.64	\$ 15,599.74	\$ 2,375.31
Lieutenant	\$ 32,917.75	\$ 477.31	\$ 2,040.90	\$ 477.31	\$ 15,599.74	\$ 1,772.49
Police Sergeant	\$ 29,857.37	\$ 432.93	\$ 1,851.16	\$ 432.93	\$ 15,599.74	\$ 1,607.70
Police Sergeant	\$ 29,857.37	\$ 432.93	\$ 1,851.16	\$ 432.93	\$ 4,874.74	\$ 1,607.70
Police Officer II	\$ 23,394.03	\$ 339.21	\$ 1,450.43	\$ 339.21	\$ 4,874.74	\$ 1,259.68
Program Manager	\$ 33,000.00	\$ 478.50	\$ 2,046.00	\$ 478.50	\$ 4,874.74	\$ 1,776.92
	\$ 193,139.45	\$ 2,800.52	\$ 11,974.65	\$ 2,800.52	\$ 61,423.44	\$ 10,399.80

MOE:

The total cost for MOE - Fringe Benefits is \$33,732.35

PERSONNEL

14

LOCAL	Salary	Medicare 1.45	FICA 6.2	Pers. Ins. 1.45	Health	Holiday
Police Lieutenant	\$ 32,917.75	\$ 477.31	\$ 2,040.90	\$ 477.31	\$ 4,874.74	\$ 1,772.49
SGT - DK	\$ 29,857.37	\$ 432.93	\$ 1,851.16	\$ 432.93	\$ 15,599.74	\$ 1,607.70
POII - LP	\$ 23,394.03	\$ 339.21	\$ 1,450.43	\$ 339.21		\$ 1,259.68
Director of Admin. (10%)	\$ 5,361.54	\$ 77.74	\$ 332.42	\$ 77.74		\$ 288.70

Total: \$ 61,673.32 \$ 1,327.19 \$ 5,674.91 \$ 1,327.19 \$ 20,474.48 \$ 4928.57

Part 4 Section 4 - Travel

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

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

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

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

Travel Project Costs						
Purpose	# of Staff	# of Days	% of Time on MCSAP Grant	Total Project Costs (Federal)	Federal Share	MOE
Strike Force - Rota	2	4	0.0000	\$0.00	\$0.00	\$2,500.00
Strike Force - Tinian	1	4	0.0000	\$0.00	\$0.00	\$1,000.00
MCSAP Planning Meeting	2	5	0.0000	\$0.00	\$0.00	\$8,675.00
TOTAL: Travel				\$0.00	\$0.00	\$12,175.00

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

Due to the ongoing pandemic of COVID-19, the CNMI MCSAP Office has not budgeted any travel for FY 2021 with the exception of Strike Force activities in Tinian and Rota as well as the MCSAP Planning Meeting will be used towards meeting the MOE.

TRAVEL

Name of Travel	# of Personnel	# of days	Airline	Per Diem	C/R Rate	Total
Strike Force Rota - Every other QTR		2	4 \$ 1,000.00	\$ 1,200.00	\$ 300.00	\$ 2,500.00
Strike Force Tinian - Every other qtr		1	4 \$ 200.00	\$ 500.00	\$ 300.00	\$ 1,000.00
Planning Meeting		2	5 \$ 5,800.00	\$ 2,500.00	\$ 375.00	\$ 8,675.00
Total: \$						12,175.00

Strike Force - Rota

Airfare	(\$250 x 2 people x 2 trips)	\$1,000
Per diem	(\$150 x 2 people x 2 days x 2 trips) (Includes Lodging and meals)	\$1,200
Car Rental	(\$75 x 1 person x 2 days x 4 trips)	\$300

Strike Force - Tinian

Airfare	(\$100x 1 person x 2 trips)	\$200
Per diem	(\$125 x 1 person x 2 days x 2 trips) (Includes Lodging and meals)	\$500
Car Rental	(\$75 x 1 person x 2 days x 2 trips)	\$300

MCSAP Planning Meeting

Airfare	(\$2,900x 2 persons x 1 trips)	\$5,800
Per diem	(\$250 x 2 persons x 5 days x 1 trips) (Includes Lodging and meals)	\$2,500
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 the Financial/Program Manager.

Part 4 Section 5 - Equipment

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

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

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

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

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

Equipment Project Costs						
Item Name	# of Items	Full Cost per Item	% of Time on MCSAP Grant	Total Project Costs (Federal)	Federal Share	MOE
TOTAL: Equipment				\$0.00	\$0.00	\$0.00
Equipment threshold is \$2,500						

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

Part 4 Section 6 - Supplies

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

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

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

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

Supplies Project Costs						
Item Name	# of Units/ Unit of Measurement	Cost per Unit	% of Time on MCSAP Grant	Total Project Costs (Federal)	Federal Share	MOE
Office Supplies	1 Annually	\$1,750.00	0.0000	\$0.00	\$0.00	\$1,750.00
Cleaning Supplies	1 Annually	\$1,750.00	0.0000	\$0.00	\$0.00	\$1,750.00
Ice & Water	1 Annually	\$1,647.44	0.0000	\$0.00	\$0.00	\$1,647.44
TOTAL: Supplies				\$0.00	\$0.00	\$5,147.44

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

MOE: All costs under supplies will be purchased using local funds and/or other funds. The entire amount under this category will be used to meet the MOE share.

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

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

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

SUPPLIES	# of Units	Cost Per Unit	Total
Office Supplies	1	\$ 1,750.00	\$ 1,750.00
Cleaning Supplies	1	\$ 1,750.00	\$1,750.00
Ice & Water	1	\$1,647.44	\$1,647.44

\$5,147.44

Part 4 Section 7 - Contractual and Subaward

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

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

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

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

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

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

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

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

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

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

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

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

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

Part 4 Section 8 - Other Costs

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

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

Enter a description of each requested Other Cost.

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

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

Indirect Costs

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

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

Your State will claim reimbursement for Indirect Costs.

Indirect Costs				
Cost Basis	Approved Rate	Eligible Costs	Total Indirect Costs	Federal Share
Modified Total Direct Costs (MTDC)	9.23	\$320,424.80	\$29,575.20	\$29,575.20
TOTAL: Indirect Costs			\$29,575.20	\$29,575.20

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
Printing & Photocopying	1 Annually	\$2,486.42	100.0000	\$2,486.42	\$2,486.42	\$0.00
Repair & Maintenance	4 Quarterly	\$1,534.90	0.0000	\$0.00	\$0.00	\$6,139.60
Utilities - Electric & Water	12 Monthly	\$1,000.00	100.0000	\$12,000.00	\$12,000.00	\$0.00
Communications	12 Monthly	\$1,300.00	100.0000	\$15,600.00	\$15,600.00	\$0.00
Advertising	1 Annual	\$2,000.00	0.0000	\$0.00	\$0.00	\$2,000.00
Dues & Subscriptions	1 Annual	\$7,800.00	100.0000	\$7,800.00	\$7,800.00	\$0.00
Fuel & Lubrication	12 Monthly	\$950.00	0.0000	\$0.00	\$0.00	\$11,400.00
TOTAL: Other Costs				\$37,886.42	\$37,886.42	\$19,539.60

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

Indirect Cost Rate: Indirect Cost (IDC) Rate is based on the CNMI's approved IDC for FY 2021 at 9.23% (with utilities directly charged).

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. Also, included in this cost category is the printing of reflective vinyl to properly mark and identify the vehicle that will be purchased under this grant award.

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.

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

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

MOE:

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 neither add t the 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.

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

Fuel & Lubrication: The CNMI DPS will pay for fuel charges for vehicles assigned to the Program at 100% in order to meet the MOE baseline. Below is a breakdown of the estimated costs for fuel & lubrication charges:

Cost	Fuel Months	Total
\$950.00	12	\$11,400.00

Part 4 Section 9 - Comprehensive Spending Plan

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

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

Summary of MCSAP Funding Limitations	
Allowable amount for Overtime without written justification (14.99% of MCSAP Award Amount):	\$52,465.00
MOE Baseline:	\$162,125.08

Estimated Expenditures			
Personnel			
	Federal Share	Total Project Costs (Federal)	MOE
Assistant Chief of Police	\$44,112.93	\$44,112.93	\$0.00
Police Lieutenant	\$32,917.75	\$32,917.75	\$0.00
Police Sergeant	\$29,857.37	\$29,857.37	\$0.00
Police Sergeant	\$29,857.37	\$29,857.37	\$0.00
Police Officer II	\$23,394.03	\$23,394.03	\$0.00
Police Lieutenant	\$0.00	\$0.00	\$32,917.75
Police Officer II	\$0.00	\$0.00	\$23,394.03
Director of Administration	\$0.00	\$0.00	\$5,361.54
Program Manager	\$33,000.00	\$33,000.00	\$0.00
Police Sergeant	\$0.00	\$0.00	\$29,857.37
Salary Subtotal	\$193,139.45	\$193,139.45	\$91,530.69
Overtime subtotal	\$0.00	\$0.00	\$0.00
Personnel total	\$193,139.45	\$193,139.45	\$91,530.69

Fringe Benefits			
	Federal Share	Total Project Costs (Federal)	MOE
Health Insurance	\$61,423.44	\$61,423.44	\$0.00
Personnel Insurance	\$2,800.52	\$2,800.52	\$0.00
Holiday Pay	\$10,399.80	\$10,399.80	\$0.00
Medicare	\$2,800.52	\$2,800.52	\$0.00
FICA	\$11,974.65	\$11,974.65	\$0.00
Health Insurance	\$0.00	\$0.00	\$20,474.48
Personnel Insurance	\$0.00	\$0.00	\$1,327.19
Holiday Pay	\$0.00	\$0.00	\$4,928.57
Medicare	\$0.00	\$0.00	\$1,327.20
FICA	\$0.00	\$0.00	\$5,674.91
Fringe Benefits total	\$89,398.93	\$89,398.93	\$33,732.35

Travel			
	Federal Share	Total Project Costs (Federal)	MOE
Strike Force - Rota	\$0.00	\$0.00	\$2,500.00
Strike Force - Tinian	\$0.00	\$0.00	\$1,000.00
MCSAP Planning Meeting	\$0.00	\$0.00	\$8,675.00
Travel total	\$0.00	\$0.00	\$12,175.00

Equipment			
	Federal Share	Total Project Costs (Federal)	MOE
Equipment total	\$0.00	\$0.00	\$0.00

Supplies			
	Federal Share	Total Project Costs (Federal)	MOE
Office Supplies	\$0.00	\$0.00	\$1,750.00
Cleaning Supplies	\$0.00	\$0.00	\$1,750.00
Ice & Water	\$0.00	\$0.00	\$1,647.44
Supplies total	\$0.00	\$0.00	\$5,147.44

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

Other Costs			
	Federal Share	Total Project Costs (Federal)	MOE
Printing & Photocopying	\$2,486.42	\$2,486.42	\$0.00
Repair & Maintenance	\$0.00	\$0.00	\$6,139.60
Utilities - Electric & Water	\$12,000.00	\$12,000.00	\$0.00
Communications	\$15,600.00	\$15,600.00	\$0.00
Advertising	\$0.00	\$0.00	\$2,000.00
Dues & Subscriptions	\$7,800.00	\$7,800.00	\$0.00
Fuel & Lubrication	\$0.00	\$0.00	\$11,400.00
Other Costs total	\$37,886.42	\$37,886.42	\$19,539.60

Total Costs			
	Federal Share	Total Project Costs (Federal)	MOE
Subtotal for Direct Costs	\$320,424.80	\$320,424.80	\$162,125.08
Indirect Costs	\$29,575.20	\$29,575.20	NA
Total Costs Budgeted	\$350,000.00	\$350,000.00	\$162,125.08

Part 4 Section 10 - Financial Summary

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

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

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

Summary of MCSAP Funding Limitations	
Allowable amount for Overtime without written justification (14.99% of MCSAP Award Amount):	\$52,465.00
MOE Baseline:	\$162,125.08

Estimated Expenditures			
	Federal Share	Total Project Costs (Federal)	Planned MOE Costs
Salary Subtotal	\$193,139.45	\$193,139.45	\$91,530.69
Overtime Subtotal	\$0.00	\$0.00	\$0.00
Personnel Total	\$193,139.45	\$193,139.45	\$91,530.69
Fringe Benefits Total	\$89,398.93	\$89,398.93	\$33,732.35
Travel Total	\$0.00	\$0.00	\$12,175.00
Equipment Total	\$0.00	\$0.00	\$0.00
Supplies Total	\$0.00	\$0.00	\$5,147.44
Contractual and Subaward Total	\$0.00	\$0.00	\$0.00
Other Costs Total	\$37,886.42	\$37,886.42	\$19,539.60
	Federal Share	Total Project Costs (Federal)	Planned MOE Costs
Subtotal for Direct Costs	\$320,424.80	\$320,424.80	\$162,125.08
Indirect Costs	\$29,575.20	\$29,575.20	NA
Total Costs Budgeted	\$350,000.00	\$350,000.00	\$162,125.08

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
3. Who is your Governor's highway safety representative? Robert A. Guerrero
4. What is this person's title? Commissioner

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

- ☐ Yes
- ☐ No

State Certification declaration:

I, Robert A. Guerrero, Commissioner, 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](#).

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 / raguerrero64@gmail.com

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

- ☐ Yes
- ☐ No

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

If there are any exceptions that should be noted to the above certification, include an explanation in the text box below. In regards to previous findings in relation to local laws making the FMCSR's applicable to the CNMI, the MCSAP program is working with members of the CNMI legislature to amend the wording in current CNMI law to have automatic adoption of the FMCSR's. This is still ongoing.

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 2021 Certification of MCSAP Conformance (State Certification)

I, **ROBERT A. GUERRERO**, 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:

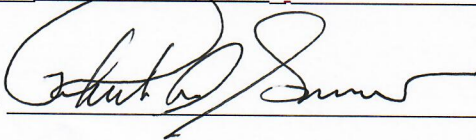
1. The State has designated the **CNMI DEPARTMENT OF PUBLIC SAFETY** as the Lead State Agency to administer the Commercial Vehicle Safety Plan (CVSP) throughout the State for the grant sought and **MOTOR CARRIER UNIT** to perform defined functions under the CVSP.
2. The State has assumed responsibility 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 AUGUST 05, 2020

Signature

A handwritten signature in black ink, appearing to be "Shut...".

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**

State Certification declaration:

I, ROBERT A. GUERRERO, on behalf of the State of THE COMMONWEALTH OF THE NORTHERN MARIANA ISLANDS have the authority to make the following certification on behalf of the State. As a condition of approval of a grant under the authority of 49 U.S.C. section 31102, I certify that the State satisfies all conditions required to qualify for MCSAP funding, as specifically detailed in 49 C.F.R. section 350.207.

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

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

1. What is the name of your certifying State official? **ROBERT A. GUERRERO**
2. What is the title of your certifying State official? **COMMISSIONER, DEPT. OF PUBLIC SAFETY**
3. What are the phone # and email address of your State official? **(670) 664-9022 / RAGUERRERO64@GMAIL.COM**

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

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

I, **ROBERT A. GUERRERO**, on behalf of the State of **COMMONWEALTH 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.

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

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

Has the State adopted/enacted any new or updated State laws, regulations, standards, and orders on CMV safety since the last CVSP or annual update was submitted? **No**

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

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

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

Date AUGUST 05, 2020

Signature 



United States Department of the Interior

OFFICE OF THE SECRETARY

Washington, DC 20240

State and Local Governments Indirect Cost Negotiation Agreement

EIN: 98-6019463

Date: August 3, 2020

Organization:

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

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



United States Department of the Interior

OFFICE OF THE SECRETARY

Washington, DC 20240

August 3, 2020

David Dlg. Atalig, Acting Secretary
Commonwealth of the Northern Mariana Islands
PO Box 5234 CHRB
Saipan, MP 96950-5234

Dear David Atalig:

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

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

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

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

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

Sincerely,

Craig A. Wills
Office Chief

Enclosure

cc: Linda Gee, Territories Financial Lead, Financial Management Branch, IHS
Ref: Issue.ltr.20C&21C.docx