

AMERICAN SAMOA

Commercial Vehicle Safety Plan
for the
Federal Motor Carrier Safety Administration's
Motor Carrier Safety Assistance Program
Fiscal Year 2017

Date of Approval: Dec 16, 2016

Final CVSP

Basic and Incentive Program Overview

The Basic and Incentive Program Overview part allows the State to provide a brief description of the mission or goal statement of the MCSAP Lead Agency, a description of the State's MCSAP Basic/Incentive Program structure, and to indicate how it meets the MCSAP minimum requirements as prescribed in 49 CFR 350.213(b). The MCSAP grant program has been consolidated to include Basic/Incentive, New Entrant, and Border Enforcement. These three separate grant programs are now considered focus areas in the CVSP. Each focus area will be addressed individually within the eCVSP system and will be contained within a consolidated CVSP.

1 - Mission or Goal Statement of Lead State Commercial Motor Vehicle Safety Agency

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 a discussion of any safety activities conducted under any other FMCSA focus areas such as New Entrant and Border Enforcement or the High Priority grant program. There are separate sections within eCVSP where information on the New Entrant and Border Enforcement focus areas will be entered. High Priority grant opportunities will be applied for outside the eCVSP system.

American Samoa Department of Public Safety, Motor Carrier Safety Assistance Program's mission is to reduce fatal and non-fatal CMV crashes and through consistent and effective CMV safety programs. We support the National CMV Fatality Reduction Goal of reducing the rate of truck-related fatalities, and will strive to reduce fatality rate. We want to be part of the force multiplier in improving the safety of CMV operations by implementing policies, enforcement programs, and regulations that support FMCSA's four principles:

- *Raising the safety bar to those seeking to enter the motor carrier industry*
- *Maintaining high safety standards for those operating in the industry*
- *Removing high-risk carriers, drivers, and vehicles from operation to a fifth*
- *Citing impaired, speeding, and unbelted drivers*

2 - Basic and Incentive Program Structure

Instructions:

Briefly describe the State's commercial motor vehicle (CMV) enforcement program funded with Basic/Incentive funding and/or used to substantiate the Lead Agency's Maintenance of Effort (MOE). Include a description of the program structure (state and local agency participation, including responsibilities, a general overview of the number of FTE supporting the program and in what areas they contribute, etc.).

NOTE: Please do not include activities/FTE primarily assigned to and funded under another focus area such as New Entrant and/or Border Enforcement or another FMCSA grant program such as High Priority. There are separate sections within eCVSP where information on the New Entrant and Border Enforcement (if applicable) focus areas will be entered. High Priority grant opportunities will be applied for outside the eCVSP system.

The Department of Public Safety (DPS), Motor Carrier Safety Assistance Program (MCSAP) is the agency responsible for implementing federally funded commercial vehicle safety projects in the Territory. As a critical part of improving the quality of life for its citizens and visitors of the territory, the mission of the DPS/MCSAP consist of two goals:

1. To reduce the traffic crashes, traffic fatalities, injuries and property damage on American Samoa roadway.
2. Create a safer environment for commercial motorists, passengers, and pedestrians.

The Motor Carrier Safety Assistance Program (MCSAP) will provide the required resources to plan and carry out activities to fulfill these goals. To ensure effectiveness, relationships will be developed and maintained with advocacy groups, citizens, community business groups, complementary government and Federal agencies, and law enforcement. MCSAP will also conduct data analysis to monitor crash trends in the territory and to ensure that Federal resources target areas of greatest need. MCSAP works closely with DPS Traffic Division and Office of Highway Safety to ensure coordination between the CVSP and the Transportation Improvement Plan, ideally resulting in one comprehensive and strategic commercial vehicle safety program for the Territory.

MCSAP establishes and implements a comprehensive program to accomplish its goals effectively. This Plan for Federal Fiscal Year 2017 outlines the process used to identify specific commercial vehicle safety problem areas, develop countermeasures to correct those problems, and monitor the performance of those countermeasures.

AS will send the MCSAP Coordinator and Fiscal officer to the MCSAP Pacific RIM Meeting, FY2017. The Pacific Rim Planning meeting is a meeting organized by the FMCSA HI Division in which the all island partners of the division attend to discuss and plan effective strategies specific to the islands (inclusive of the territory of AS) to ensure annual goal realization. AS will also plan to send one person to receive requisite IT training at the CVSA IT conference in order to fulfil IT requirements. Note that AS has not sent any personnel to such training for several years, which is needed to maintain proficiencies related to the various MCSAP related IT systems AS utilizes, especially SafetyNet. AS will also plan to send one attendee to the Phase III CSA training as requested by FMCSA to prepare for Phase III deployment in AS.

Note that ASG previously had a Federal Grants Coordinator (Fred Scanlan) with significant MCSAP experience and contributions who resigned September 4, 2015. The absence of this position and program knowledge within AS has created a significant need to hire a contractor to assist the MCSAP Coordinator with learning all of the roles that he previously fulfilled (e.g., various training functions, program analyzation skills, CVSP development, and other advanced MCSAP leadership functions which were previously not left to the MCSAP Coordinator alone). The use of this contractor by AS MCSAP will ensure the successful delivery of the AS MCSAP program during this transitional time period as the department adapts to moving forward without Mr. Scanlan in ASG's direct employment. The need for this service is supported by the FMCSA HI Division. The need for additional consulting services in subsequent years will be evaluated by AS in future plans in consultation with the FMCSA HI Division.

AS MCSAP consists of 6 personnel, 1-MCSAP Coordinator/Safetynet, 1-Fiscal Officer, 1-CR/HM Officer and 3 MCSAP Officers/Inspectors. Note that one of the MCSAP officer positions is currently vacant due to Officer Aukuso transferring out of the program during FFY2015. If and when a new Officer is hired, AS will need to send this officer to MCSAP Part A&B training in order for him to fulfill his MCSAP related duties, and will budget for this need accordingly.

AMERICAN SAMOA HIGHWAY SYSTEM CONSISTS OF 340 MILES OF ROADWAY, 83 MILES DESIGNATED FEDERAL AID PRIMARY, 85 MILES DESIGNATED FEDERAL AID SECONDARY, AND 172 MILES NON-DESIGNATED (RURAL ROADS). THE MOST TRAVELED PORTION OF THE ROADWAY NETWORK CONSISTS OF PAVED TWO-LANE ROADS DIVIDED BY CENTERLINES, WITH DIRT/SAND SHOULDERS ON BOTH SIDES. THIS ROADWAY EXTENDS BETWEEN THE VILLAGE OF FAGAMALO, IN THE WEST, AND THE VILLAGE OF ONENOA IN THE EAST ON THE ISLAND OF TUTUILA, COMMONLY REFERRED TO AS THE "MAIN ROAD". THE ROADWAY NETWORK SUPPORTS 206 TRUCKS (10,001 LBS & OVER), TRUCK/TRACTORS PULLING CARGO TRAILERS, AND 190 "FOR HIRE" BUSES ANNUALLY. TOTAL ROADWAY REPORT PROVIDED BY ON-LINE SYSTEM CRASH ANALYSIS REPORTING (OSCAR) OF OFFICE OF HIGHWAY SAFETY TRAFFIC RECORD.

3 - Basic and Incentive Minimum Requirements - Driver Activities

Instructions:

Use the radio buttons in the table below to indicate the activities that the State will execute to meet the requirements of 49 CFR §350.213(b) in this Fiscal Year's CVSP. All statements must be answered using the radio buttons or the CVSP will be considered incomplete.

1. If a State marks any responses as "None, Not Planned", it must explain how it satisfies the minimum requirements in the narrative section below.
2. If the State marks any boxes as "Planned", it should provide further information in the narrative section below indicating the purpose of the proposed policy and when the State expects to fully implement it.
3. If the State marks all responses as "Existing", no further explanation is required.

Existing	Planned	None, Not Planned	Promote activities in support of the national program elements including the following:
<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	Activities aimed at removing impaired CMV drivers from the highways through adequate enforcement of restrictions on the use of alcohol and controlled substances and by ensuring ready roadside access to alcohol detection and measuring equipment.
<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	Provide basic training for roadside officers and inspectors to detect drivers impaired by alcohol or controlled substance.
<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	Breath testers are readily accessible to roadside officers and inspectors either at roadside or a fixed facility location.
<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	Criminal interdiction activities, in conjunction with an appropriate CMV inspection, including human trafficking and activities affecting the transportation of controlled substances by any occupant of a CMV, and training on appropriate strategies for carrying out those interdiction activities.
<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	Provide training for roadside officers and inspectors to detect indicators of controlled substance trafficking.
<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	Ensure drug interdiction officers are available as a resource if an officer/inspector suspects controlled substance trafficking.
<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	Engage in drug interdiction activities in conjunction with inspections including interdiction activities that affect the transportation of controlled substances.

Enter explanation of activities:

4 - Basic & Incentive Minimum Requirements - Federal Registration & Financial Responsibility Activities
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Instructions:

Use the radio buttons in the table below to indicate the activities that the State will execute to meet the requirements of 49 CFR §350.213(b) in the upcoming Fiscal Year. All statements must be answered using the radio buttons or the CVSP will be considered incomplete.

1. If a State marks any responses as "None, Not Planned", it must explain how it satisfies the minimum requirements in the narrative section below.
2. If the State marks any boxes as "Planned", it should provide further information in the narrative section below indicating the purpose of the proposed policy and when the State expects to fully implement it.
3. If the State marks all responses as "Existing", no further explanation is required.

Existing	Planned	None, Not Planned	Federal Registration and Financial Responsibility activities including:
<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	Activities to enforce federal registration (such as operating authority) requirements under 49 U.S.C. 13902, 49 CFR Part 365, 49 CFR Part 368, and 49 CFR 392.9a by prohibiting the operation of (i.e., placing out of service) any vehicle discovered to be operating without the required operating authority or beyond the scope of the motor carrier's operating authority.
<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	Activities to cooperate in the enforcement of financial responsibility requirements under 49 U.S.C. 13906, 31138, 31139, and 49 CFR Part 387 (if adopted by a State).

Enter explanation of activities:

Operating Authority does not apply in the Territory of American Samoa.

Basic and Incentive Program Effectiveness Summary - Past Performance

The Program Effectiveness Summary - Past Performance part provides a 5 year trend analysis based upon national performance objectives found in 49 CFR Part 350. For each section, insert information in the tables to describe goals and objectives from previous CVSPs along with actual outcomes.

1 - State Fatality Reduction Trend Analysis: 2011 - 2015

Instructions:

Complete the table below to document the State's safety performance goals and outcomes over the past five measurement periods. Include the beginning and ending date of the state's measurement period, the goals, and the outcome. Please indicate the specific goal measurement used including source and capture date, e.g., large truck fatal crashes per 100 million vehicle miles traveled (VMT). All columns must be completed.

- 1. Insert the beginning and end dates of the measurement period used, (e.g., calendar year, Federal fiscal year, State fiscal year or any consistent 12 month period for which data is available).*
- 2. FMCSA views the total number of fatalities as a key national measurement. Insert the total number of fatalities during the measurement period.*
- 3. Insert a description of the state goal as expressed in the CVSP (e.g., rate: large truck fatal crashes per 100M VMT, actual number of fatal crashes, actual number of fatalities, or other). If you select 'Other' as the goal measurement, explain the measure used in the narrative box below.*
- 4. Insert the actual outcome as it relates to the goal as expressed by the state. States may continue to express the goal as they have in the past five years and are not required to change to a different measurement type.*
- 5. If challenges were experienced while working toward the goals, please provide a brief narrative including details of how the State adjusted the program and if the modifications were successful.*

Goal measurement as defined by your State: Actual # Fatalities

State Defined Measurement Period (Include 5 Periods)		Fatalities	Goal As Expressed In CVSP (State Defined Measurement)	Outcome (As It Relates To The Goal Column)
Begin Date	End Date	Number of Lives		Indicate Actual Outcome
01/01/2015	12/31/2015	0	0	0
01/01/2014	12/31/2014	1	0	1
01/01/2013	12/31/2013	0	0	0
01/01/2012	12/31/2012	1	0	1
01/01/2011	12/31/2011	0	0	0

Enter the source and capture date of the data listed in the table above:

SAFETYNET as of June 29, 2016.

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

AS was able to maintain zero fatality in 2015. AS did have one CMV related fatality occur during 2014. This fatality in 2014 was very similar in circumstance to the fatality that occurred in 2008 which an individual had exited an improperly parked CMV which subsequently began to roll back backwards unoccupied. The operator was struck by this CMV when attempting to re-enter the vehicle to stop it. AS MCSAP responded by increasing educating outreach efforts related to safe CMV operating practices.

2 - State Motorcoach/Passenger Fatality Reduction Trend Analysis: 2011 - 2015

Instructions:

Complete the table below to document the State's safety performance goals and outcomes over the past five measurement periods. Include the beginning and ending date of the state's measurement period, the goals, and the outcome. Please indicate the specific basis of the goal calculation (including source and capture date), e.g., large truck fatal crashes per 100 million vehicle miles traveled (VMT). All columns must be filled in with data.

1. Insert the beginning and end dates of the measurement period used, (e.g., calendar year, Federal fiscal year, State fiscal year or any consistent 12 month period for which data is available).
2. FMCSA views the total number of fatalities as a key national measurement. Insert the total number of fatalities during the measurement period.
3. Insert a description of the state goal as expressed in the CVSP (e.g., rate: large truck fatal crashes per 100M VMT, actual number of fatal crashes, actual number of fatalities, or other). If a State did not establish a goal in their CVSP for a particular measurement period, do not enter a value in the Goal column for that period.
4. Insert the actual outcome as it relates to the goal as expressed by the state. States may continue to express the goal as they have in the past five years and are not required to change to a different measurement type.
5. If you select 'Other' or 'N/A' as the goal measurement, explain the measure used in the narrative box below.

Goal measurement as defined by your State: Actual # Fatalities

State Defined Measurement Period (Include 5 Periods)		Fatalities	Goal As Expressed In CVSP (State Defined Measurement)	Outcome (As It Relates To The Goal Column)
Begin Date	End Date	Number of Lives		Indicate Actual Outcome
01/01/2015	12/31/2015	0	0	0
01/01/2014	12/31/2014	0	0	0
01/01/2013	12/31/2013	0	0	0
01/01/2012	12/31/2012	1	0	1
01/01/2011	12/31/2011	0	0	0

Enter the source and capture date of the data listed in the table above:

Safetynet as of June 29, 2016.

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

American Samoa MCSAP continues to conduct analysis identifying the most effective intervention strategies to raise the passenger carrier safety standard. Although American Samoa does not currently have motor coaches, the possibility exists that American Samoa will have these vehicles on the road in the future. Priority for future development is standardizing of all passenger vehicles (aiga buses) and to pass legislation regulating their modification and construction, including required safety devices. MCSAP continues to evaluate the FMCSA and NHTSA regulations, policies, processes, and tools for motor coach safety to ensure this. The analysis goal of achieving an optimal level of compliance and enforcement for future motor coaches in American Samoa is and will continue to be a priority for MCSAP.

3 - State Hazardous Materials Fatality Reduction Trend Analysis: 2011 - 2015

Instructions:

Complete the table below to document the State's safety performance goals and outcomes over the past five measurement periods. Include the beginning and ending date of the state's measurement period, the goals, and the outcome. Please indicate the specific basis of the goal calculation (including source and capture date), e.g., large truck fatal crashes per 100 million vehicle miles traveled (VMT). All columns must be filled in with data.

1. Insert the beginning and end dates of the measurement period used, (e.g., calendar year, Federal fiscal year, State fiscal year or any consistent 12 month period for which data is available).
2. FMCSA views the total number of fatalities as a key national measurement. Insert the total number of fatalities during the measurement period.
3. Insert a description of the state goal as expressed in the CVSP (e.g., rate: large truck fatal crashes per 100M VMT, actual number of fatal crashes, actual number of fatalities, or other). If a State did not establish a goal in their CVSP for a particular measurement period, do not enter a value in the Goal column for that period.
4. Insert the actual outcome as it relates to the goal as expressed by the state. States may continue to express the goal as they have in the past five years and are not required to change to a different measurement type.
5. If you select 'Other' or 'N/A' as the goal measurement, explain the measure used in the narrative box below.

Goal measurement as defined by your State: Actual # Fatalities

State Defined Measurement Period (Include 5 Periods)		Fatalities	Goal As Expressed In CVSP (State Defined Measurement)	Outcome (As It Relates To The Goal Column)
Begin Date	End Date	Number of Lives		Indicate Actual Outcome
01/01/2015	12/31/2015	0	0	0
01/01/2014	12/31/2014	0	0	0
01/01/2013	12/31/2013	0	0	0
01/01/2012	12/31/2012	0	0	0
01/01/2011	12/31/2011	0	0	0

Enter the source and capture date of the data listed in the table above:

SAFETY NET > there were no HM fatalities reported as of June 29, 2016.

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

Observed no problems in this area, however, American Samoa will continue HM enforcement practices in order to ensure continued success in preventing HM related crashes and fatalities.

4 - Traffic Enforcement Trend Analysis: 2011 - 2015

Instructions:

Please refer to the MCSAP Comprehensive Policy for an explanation of FMCSA's traffic enforcement guidance. Complete the table 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 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 of the measured element (traffic enforcement stops with an inspection, non-inspection stops, non-CMV stops).
3. Insert the total number of written warnings and citations during the measurement period. The number of warnings and citations do not need to be split out separately in the last column.

State Defined Measurement Period (Include 5 Periods)		Number Of CMV Traffic Enforcement Stops with an Inspection	Number of Citations and Warnings Issued
Begin Date	End Date		
01/01/2015	12/31/2015	47	28
01/01/2014	12/31/2014	68	38
01/01/2013	12/31/2013	68	36
01/01/2012	12/31/2012	70	68
01/01/2011	12/31/2011	55	40



Check if State does not conduct CMV traffic enforcement stops without an inspection.



Check if State does not conduct Non-CMV traffic enforcement stops.

Enter the source and capture date of the data listed in the table above:

SAFETY NET by reporting period of each calendar year 2011 to 2015 as of June 29, 2016.

5 - Outreach and Education Goals - Report on progress from the FY 2016 CVSP

Instructions:

Please enter information to describe your year-to-date Outreach and Education activities from the FY2016 CVSP. Click on "Add New Activity" to enter information.

Activity #1

Activity: Describe Outreach and Education activity conducted:

Conduct Driver Education classes to reduce CMV related crashes. Note that FY 2016 activities have not yet been completed and as such AS is reporting on FY 2015 activities and goals, which was the last full year of operational data available to report on.

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

The goal was to hold 28 classes (7 per quarter) with 15 owners and drivers to attend each class or a total of 420 attendees by the end of the fiscal year.

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

Data at the end of FY 2015 show 19 Driver Education Classes were conducted and a combined total of 327 owners and drivers attended these classes.

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

Driver Education Class schedules did not agree with some owners and drivers work schedules whereby they were not able to attend all the scheduled classes. AS will make adjustment to the number of classes and the scheduled times and days of Driver Education Classes in order to reach the stated attendance goal in the future.

Activity #2

Activity: Describe Outreach and Education activity conducted:

AS MCSAP conducted Outreach and Educational presentations to better inform the Business Community Leaders and the upcoming Business generation (students) of the Territory's Road Safety Rules in 'seat belt usage, impaired driving, careless, reckless, speeding, etc.' as specified under the American Samoa Code Annotated. Note that FY 2016 activities have not yet been completed and as such AS is reporting on FY 2015 activities and goals, which was the last full year of operational data available to report on.

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

Eight outreach events to be conducted during fiscal year 2015.

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

Twelve (12) Outreach and Educational Presentations in Safety Improvement Classes were conducted during FY 2015; six (6) at different Business locations; three (3) classes and presentations at high school assemblies and three (3) at American Samoa Community College General and Vocational IT classes.

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

For FY 2015, the weather is the most difficult situation AS MCSAP encountered. When the 'rainy season' hits the territory, it hampers the ability of MCSAP Inspectors to do roadside inspections, and to alleviate and accomplish other goals, MCSAP Inspectors and staff conduct more in-door Outreach and Educational Presentations at schools and business locations.

Activity #3

Activity: Describe Outreach and Education activity conducted:

To conduct public education events focusing on 'Passenger transportation and Pedestrian safety, seat- belt usage, vehicle crash prevention, etc.'. Note that FY 2016 activities have not yet been completed and as such AS is reporting on FY 2015 activities and goals, which was the last full year of operational data available to report on.

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

Four (4) Public Education Events during fiscal year 2015.

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

AS MCSAP participated and conducted a total of nine (9) bilingual Public Education presentations during FY 2015, seven (7) on seven 'First Fridays' monthly events at the AS Market Place; and two (2) for special occasions held by the Department of Commerce and Department of Agriculture's AS Farm Fair.

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

This goal was successfully achieved in that AS MCSAP in partnership with the AS Department of Public Safety and the Office of Highway Safety collaboratively and are continuing to perform public education events during the First Fridays' local activities events at the AS Market Place.

Activity #4

Activity: Describe Outreach and Education activity conducted:

Conduct media base advertising campaign promoting CMV safety. Note that FY 2016 activities have not yet been completed and as such AS is reporting on FY 2015 activities and goals, which was the last the full year of operational data available to report on.

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

One (1) media ad campaign per quarter or 4 ads for the fiscal year.

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

AS MCSAP conducted Five (5) Media Ad Campaigns, 3-Radio and 2-TV during FY 2015.

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

There were no difficulties for AS MCSAP in accomplishing its goal of airing its media ad campaigns for both Radio and Television for FY 2015.

Activity #5

Activity: Describe Outreach and Education activity conducted:

Meetings with CMV Carrier Owners were held at the DPS Training Room and at the Conference Room of the AS Market Center. Road safety, Vehicle safety rules, the American Samoa Code Annotated, and sharing of traffic safety ideas are some of the topic of discussions in most of these meetings; distribution of bilingual leaflets and other educational material. Note that FY 2016 activities have not yet been completed and as such AS is reporting on FY 2015 activities and goals, which was the last full year of operational data available to report on.

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

Conduct (3) meetings per quarter for a total of (12) throughout the fiscal year 2015.

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

Conducted twelve (12) meetings successfully with a total of 195 CMV Owners in attendance for FY 2015.

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

The changes made in locations and hours of meeting helped AS MCSAP successfully achieved its goal of conducting twelve (12) educational meetings with CMV/ Carrier Owners for FY 2015.

Activity #6

Activity: Describe Outreach and Education activity conducted:

Conduct TV based broadcasts presenting CMV safety regulations. Note that FY 2016 activities have not yet been completed and as such AS is reporting on FY 2015 activities and goals, which was the last the full year of operational data available to report on.

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

Conduct (1) broadcast per quarter for a total of four throughout fiscal year 2015.

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

Four (4) CMV related rule presentations TV broadcasts were conducted during fiscal year 2015.

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

No difficulties in achieving this goal. Making public broadcasts continues to be an activity AS MCSAP can conduct free of charge through the partnership with the Department of Public Safety.

6 - State Specific Objectives – Report on Progress from the FY2016 CVSP**Instructions:**

Please enter information as necessary to describe year-to-date progress on your State-specific objectives from the FY2016 CVSP. Click on "Add New Activity" to enter information.

Activity #1**Activity: Describe State-specific activity conducted from previous year's CVSP.**

AS did not establish any additional state specific objectives for FY2015 but has established a goal to achieve an 85% seat-belt usage rate by CMV drivers over a one year period. AS will conduct one seat-belt enforcement selective each quarter; will also conduct covert seat-belt surveys in three separate high CMV traffic corridors each quarter (12 total) starting in FY2016.

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

A goal of 85% seat-belt usage by CMV drivers over a one-year period is anticipated.

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

The goal of 85% seatbelt usage by CMV Drivers was achieved during the 2nd quarter but the effectiveness of these surveys showed the improved seatbelt usage rate of 88% in the 3rd and 4th quarter in FY 2016.

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

N/A

Basic & Incentive CMV Safety Objectives

The CMV Safety Program Objectives part allows States to define their goals and objectives for this year's plan, address the national priorities contained in the Notice of Funding Availability (NOFA), and to identify any State-specific objectives for any safety or performance problems identified by the State. The State must address problems it believes will help reduce the overall number of CMV crash related fatalities and injuries.

1 - Crash Reduction Goal**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 vehicle transportation. The State has flexibility in setting its goal. It can be based on raw numbers (e.g., total number of fatalities or crashes) or based on a rate (e.g., fatalities per 100 million VMT).

Problem Statement Narrative: Describe the identified problem including baseline data:

FY 2011 through FY2015 shows a total of 12 cmv reportable crashes. On August 25, 2012, a fatality occurred caused by a commercial passenger bus driver error when an accident involving a commercial passenger vehicle (bus) struck a Pedestrian resulting in the loss of his life.

Non CMV driver error appeared to contribute to the high number of CMV crashes that were reported on our previous eCVSP applications, these reports were generated from OSCAR and AS MCSAP will concentrate their crash reporting from Safety Net.

Enter Data Source Capture Date:

06/29/2015

Enter Data Source:

Safetynet

Enter Crash Reduction Goal

AS recorded an average of 2.4% CMV related crashes per year from 2011 to 2015. AS has a goal to reduce the CMV crash rate to an average of 1.0 per year over the next 5 year period. This will continue the reduction in crash rate per year that American Samoa is currently experiencing.

Identify each of the national program elements the State will utilize to meet the performance objective. The State will describe these activities in greater detail in the respective narrative sections of the CMV Safety Program Objectives and Commercial Vehicle Enforcement Activities.

Check all program elements that apply (minimum of 1):

- ☒ **Conduct Driver and Vehicle Inspections (complete activity projections in the Commercial Vehicle Enforcement Activities section 1)**
- ☒ **Conduct Traffic Enforcement Activities (complete activity projections in the Commercial Vehicle Enforcement Activities section 2)**
- ☒ **Conduct Carrier Investigations (complete activity projections in the Commercial Vehicle Enforcement Activities section 3)**
- ☒ **Conduct Public Education and Awareness (complete activities in the Commercial Vehicle Enforcement Activities section 4)**
- ☐ **Conduct Effective Data Collection and Reporting (complete activities in the CMV Safety Program Objectives section 2)**

Program Activities: States must include activities related to this goal in the output estimates in the Commercial Vehicle Enforcement Activities part. However, States must also indicate in this objective the amount of effort (staff hours, FTE, inspections, traffic enforcement stops, etc.) that will be resourced directly for this purpose. For example, 3,000 of the 10,000 Level 1 inspections listed in the Commercial Vehicle Enforcement Activities Section 1 will be dedicated to this objective.

1. Conduct stationary safety road checks at designated locations. Safety checks consist of Level I, II, & III inspections.
2. Conduct traffic enforcement campaigns throughout the year inclusive of long weekends and holidays when warranted. Traffic enforcement campaigns consist of Impaired Driving/Open Container, Vehicle Inspection, Speeding, and Seat Belt enforcement selective events. While the primary focus of these campaigns by the AS MCSAP team is upon CMVs, the AS MCSAP team will keep an eye out for non-CMV driver violations committed in the vicinity of CMV traffic at each event and enforce traffic laws upon these drivers where possible to aid in the crash reduction effort.
3. Conduct driver education classes and training at the AS Office of Motor Vehicles (OMV) to improve safe driving habits on AS roadways.
4. Conduct Compliance Reviews upon Passenger Carriers, Non-HM Property Carriers and HM Carriers as outlined in section 4.4. AS incorporates a strong crash reduction goal into each CR conducted.

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 SF-PPRs. Describe how the State will conduct ongoing monitoring of progress in addition to quarterly reporting.

1. All CMV inspections conducted in AS are done in support of AS's effort to reduce crashes, therefore all 700 inspections outlined in section 4.1 will be used to meet this goal.
2. AS will conduct four traffic enforcement selective events per quarter as outlined in section 4.3 in the furtherance of this goal. Activities will be measured further by the overall number of inspections conducted, the number of OOS violations discovered, and the number of citations issued. No specific goal will be established for a number of non-CMV traffic enforcement stops to be made. AS will however, monitor and track the number of stops and non-CMV driver violations enforced during these selectives for statistical analysis purposes.
3. AS will conduct 12 driver education classes each quarter as outlined in Section 4.5, all of which will be dedicated to furthering the crash reduction goal in AS. AS will monitor and record attendance for each event.
4. AS plans to conduct 2 Passenger Carrier compliance reviews, 2 non-HM property carrier reviews, and 2 HM property carrier reviews as outlined in section 4.4, for a total of 6 reviews throughout the year. Scheduling, submittal and monitoring of the reviews will be coordinated through the FMCSA HI Division. AS plans to resume compliance reviews once our CR Officer is re-certified.

2 - State Safety Data Quality and Information Systems Objective

Instructions:

In the tables below, indicate your State's rating or compliance level within each of the Safety Data and Information Systems categories.

Under certain conditions, the FAST Act allows MCSAP lead agencies to use MCSAP funds for Operations and Maintenance (O & M) costs associated with Safety Data Systems (SSDQ), Innovative Technology Deployment (ITD, previously known as CVISN) and the Performance and Registration Information Systems Management (PRISM).

1. For SSDQ, if the State meets accuracy, completeness and timeliness measures regarding motor carrier safety data and participates in the national data correction system (DataQs).
2. For PRISM, O&M costs are eligible expenses subject to FMCSA approval.
3. For ITD, if the State agrees to comply with ITD program requirements and has complied with all MCSAP program requirements including achievement of at least Level 6 in PRISM, O & M costs are eligible expenses.

Instructions will be provided within the Spending Plan Narrative section regarding documentation of these costs within the CVSP.

State Safety Data Quality: Indicate your State's SSDQ rating and goal in the table below by utilizing the drop-down menus.

SSDQ Category	Goal from FY 2016 CVSP	Current SSDQ Rating	Goal for FY 2017
Crash Record Completeness			
Fatal Crash Completeness			
Crash Timeliness			
Crash Accuracy			
Crash Consistency			
Inspection Record Completeness			
Inspection VIN Accuracy			
Inspection Timeliness			
Inspection Accuracy			

Enter the date of the A&I Online data snapshot used for the "Current SSDQ Rating" column:

N/A - American Samoa is not included on the SSDQ map and does not have a color rating.

Compliance table: Please verify the level of compliance for your State in the table below using the drop-down menu. If the State plans to include O&M costs, details must be in this section and in your Spending Plan. If 'no' is indicated in the verification column, please provide an explanation in the narrative box below.

Technology Program	Current Compliance Level according to FMCSA	Verification by State of Current Compliance Level
ITD	Not Active	183
PRISM	Not Active	183
SSDQ	Not Active	183

Data Sources:

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

Problem Statement Narrative: Describe any issues encountered for any SSDQ category not rated as "Good" in the Current SSDQ Rating category column above (i.e. problems encountered, obstacles overcome, lessons learned, etc.). If the State is "Good" in all categories, no further narrative or explanation is necessary. If your State's PRISM compliance is less than step 6, describe activities your State plans to implement to achieve full PRISM compliance.

N/A - American Samoa is not included on the SSDQ map and does not have a color rating.

Program Activities: Describe any actions that will be taken to achieve a "Good" rating in any category not currently rated as "Good" including measureable milestones. Also, describe any actions that will be taken to implement full PRISM compliance.

N/A - American Samoa is not included on the SSDQ map and does not have a color rating.

American Samoa will evaluate options for 'PRISM Equivalent' program activity during FY 2017 in order to comply with FAST Act requirements prior to 10/01/2020.

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

N/A - American Samoa is not included on the SSDQ map and does not have a color rating.

3 - Passenger Carrier Enforcement

Instructions:

We request that States conduct Enhanced Investigations for motor carriers of passengers and other high risk carriers. We also ask that States plan to allocate resources to participate in the Enhanced Investigations training being offered by FMCSA. Finally, we ask that States continue to partner with FMCSA in conducting Enhanced Investigations and inspections at carrier locations.

Check this box if:

As evidenced by the trend analysis data in Program Effectiveness Summary - Past Performance, State Motorcoach/Passenger Fatality Reduction Goals, the State has not identified a significant passenger transportation safety problem and therefore will not establish a specific passenger transportation goal in the current fiscal year. However, the State will continue to enforce the FMCSRs pertaining to passenger transportation by CMVs in a manner consistent with the MCSAP Comprehensive Policy as described either below or in the Commercial Vehicle Enforcement Activities part. If this box is checked, no additional narrative is necessary.

4 - Enforcement of Federal Out-of-Service Orders during Roadside Activities

Instructions:

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

Check this box if:

As evidenced by the data provided by FMCSA, the State identifies at least 85% of carriers operating under a federal Out-of-Service (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. If this box is checked, no additional narrative is necessary..

5 - Hazardous Materials Transportation Safety

Instructions:

Describe the state's efforts to address hazardous materials transportation safety, if applicable. Select the box below indicating that data does not indicate a hazardous materials problem OR complete the problem statement, performance objective, Activity Plan and Performance Measure.

Check this box if:

As evidenced by the trend analysis data indicated in the Program Effectiveness Summary - Past Performance section 3, State Hazardous Materials Fatality Reduction Goals, the State has not identified a significant hazardous materials safety problem that warrants a specific state objective. As a result, the State will not establish a specific hazardous materials crash reduction goal. However, the State will continue to enforce the FMCSRs pertaining to hazardous materials transportation by CMVs in a manner consistent with its enforcement for all CMVs. If this box is checked, no additional narrative is necessary.

6 - State-Identified Objective (Optional)

Instructions:

Describe any other identified State-specific objectives.

State Objective #1

Enter the title of your State-Identified Objective.

CMV Operator Seatbelt Usage Rate

Problem Statement Narrative: Describe problem identified by performance data.

American Samoa established a new seatbelt usage objective in FY2015 to establish a baseline reading of the actual seatbelt usage rates in order to determine if roadside enforcement efforts aimed at increasing seatbelt usage have been and/or remains effective. This state specific objective is being implemented in FY2016.

Performance Objective: Enter performance objectives including baseline data and goal.

Maintain CMV driver seatbelt usage rate of at least 85% over a one year period for all CMV drivers operating on American Samoa's three highest CMV traffic corridors as recognized by DPS, which include the "main road", the AS Market Place and the AS fish cannery. AS will continue to maintain CMV driver seatbelt usage rate of 85% for another year by continuing to hold seatbelt surveys on AS's three highest CMV traffic corridors as recognized by DPS.

To meet this goal, the State intends to conduct activities under the following strategies and will describe these activities in greater detail in the respective sections in the CMV Safety Program Objective and Commercial Vehicle Enforcement Activities parts.

Check all program elements that apply (minimum of 1):

- ☒ **Conduct Driver and Vehicle Inspections (complete activity projections in the Commercial Vehicle Enforcement Activities section 1)**
- ☒ **Conduct Traffic Enforcement Activities (complete activity projections in the Commercial Vehicle Enforcement Activities section 2)**
- ☐ **Conduct Carrier Investigations [CSA] (complete activity projections in the Commercial Vehicle Enforcement Activities section 3)**
- ☒ **Conduct Public Education and Awareness (complete activities in the Commercial Vehicle Enforcement Activities section 4)**
- ☐ **Conduct Effective Data Collection and Reporting (complete activities in the CMV Safety Program Objectives section 2)**

Program Activities: Describe the activities that will be implemented including level of effort, if not described in Enforcement of Federal Out-of-Service Orders during Roadside Activities (Section 4).

1) AS will use all four of its officers to conduct covert seatbelt surveys at the three highest CMV traffic corridors as identified by AS DPS at the beginning of each quarter. 2) AS will conduct quarterly seatbelt enforcement selective events as outlined in section 4.3. All seatbelt violations discovered will be strictly enforced (citation issued). 3) AS will maintain a 100% inspection policy ensuring that a driver vehicle inspection report is issued to all CMV drivers discovered to be violating the seatbelt law with the violation properly recorded. 4) All education and outreach events conducted in AS incorporate a safety belt education component as outlined in section 4.5, and as such will be utilized in the furtherance of AS's goal to increase the CMV driver seat belt usage rate.

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

1) AS will record the results of the three seatbelt surveys that are conducted at the beginning of each quarter. Subsequent quarters' surveys will be used to determine if the seatbelt enforcement efforts in AS are effective in achieving an 85% usage rate by CMV operators. 3 Surveys will be conducted each quarter for a total of 12 during the year. 2) AS will conduct 1 seatbelt enforcement event per quarter (4 total) as outlined in Section 4.3. AS will not establish a goal regarding a number of seatbelt citations to be issued, but will record and report the actual number of citations issued for statistical analysis purposes. 3) AS will not establish a separate inspection goal outside of the quantitative goals already established in Section 4.1, however, will record and report the number of driver vehicle inspections conducted during the seatbelt selective events for statistical analysis purposes. 4) Education and outreach activities will be conducted as outlined in section 4.5, all of which include a safety belt

education component. Progression upon these goals will be reported on in AS's quarterly PPRs.

Basic & Incentive Enforcement Activities

The Commercial Vehicle Enforcement Activities part allows the States to provide specific targets for their inspection, traffic enforcement, carrier investigation, and outreach and education goals. The State will use this section to describe the specific national program element activities (per 49 CFR 350.109) that it will use to meet the goals. In completing this section, the State need not repeat the broad program objectives or performance measurements established in the previous goals section of the plan.

*Note: The State can access detailed counts of its core MCSAP performance measures, such as roadside inspections, traffic enforcement activity, review activity, and data quality by quarter for the current and past two fiscal years using the **State Quarterly Report and CVSP Data Dashboard** 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> (user id and password required).*

1 - Driver/Vehicle Inspection Program - Overview and Performance Goals

Instructions for Overview:

Describe components of the State's general Roadside and Fixed-Facility Inspection Program that are not already detailed as part of a specific program goal. 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 narrative description of the State's overall inspection program including a description of how the State will monitor its program to ensure effectiveness and consistency.

AS MCSAP maintains a strong commercial vehicle inspection program to keep unsafe commercial vehicles and drivers off of American Samoa highway. American Samoa has only one primary corridor, a two way road with some overlap during inspections. MCSAP needs to increase its level of training to enhance the program and to increase its skills, knowledge to perform and educate the public. AS MCSAP has one vacant officer/inspector at this time. In order to achieve our MCSAP goals, any new officer/inspector will be sent to MCSAP Part A&B training to gain inspection certification.

Instructions for Performance Goals:

*Please complete the following tables indicating the number of inspections that the State anticipates conducting during Fiscal year 2017. Please enter inspection goals by agency type (separate tabs are used for the Lead Agency and Funded agencies). **You are required to complete/review information on the first 3 tabs (as applicable). The "Summary" tab is totaled by the eCVSP system.***

Note: States are strongly encouraged to conduct at least 33% Level 3 inspections of the total inspections conducted. If the State chooses to do less than 33% Level 3 inspections, it will be required to provide an explanation in the Summary tab.

Lead Agency

Lead Agency is: AMERICAN SAMOA DPS

Enter the total number of certified officers in the Lead agency: 4

FY 2017 Driver/Vehicle Inspection Goals					
	Estimated Performance Goal				
Inspection Level	Non-Hazmat	Hazmat	Passenger	Total	Percentage by Level
Level 1	110	10	100	220	31.43%
Level 2	70		130	200	28.57%
Level 3	120		114	234	33.43%
Level 4				0	0.00%
Level 5	30	6	10	46	6.57%
Level 6				0	0.00%
Sub-Total Lead Agency	330	16	354	700	

Funded Agencies

Complete the following information for each MCSAP Basic funded agency, other than the lead agency in your State. A separate table must be created for each funded agency. Click 'Save' after each table entry.

Enter the name of the Funded Agency:

Enter the total number of certified officers in this funded agency:

FY 2017 Driver/Vehicle Inspection Goals					
Inspection Level	Estimated Performance Goal				Percentage by Level
	Non-Hazmat	Hazmat	Passenger	Total	
Level 1				0	%
Level 2				0	%
Level 3				0	%
Level 4				0	%
Level 5				0	%
Level 6				0	%
Sub-Total Funded Agencies	0	0	0	0	

Non-Funded Agencies

Enter the number of non-funded agencies:	
Enter the total number of non-funded certified officers:	

Summary

Total FY 2017 Driver/Vehicle Inspection Goals For Lead, Funded and Non-Funded Agencies					
MCSAP Lead Agency: AMERICAN SAMOA DPS					
# certified officers: 4					
Funded Agencies:					
# certified officers: 0					
Number of Non-Funded Agencies:					
# certified officers:					
	Estimated Performance Goal				
Inspection Level	Non-Hazmat	Hazmat	Passenger	Total	Percentage by Level
Level 1	110	10	100	220	31.43%
Level 2	70		130	200	28.57%
Level 3	120		114	234	33.43%
Level 4				0	0.00%
Level 5	30	6	10	46	6.57%
Level 6				0	0.00%
Total ALL Agencies	330	16	354	700	

2 - Traffic Enforcement

Instructions:

Describe the State's level of effort (number of personnel/FTE) it proposes to use for implementation of 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 (i.e., 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 conduct commercial vehicle/driver enforcement activities. If the State conducts non-CMV traffic enforcement activities, the State will conduct these activities in accordance with the MCSAP Comprehensive Policy.

The AS MCSAP inspection program includes a traffic enforcement element incorporated into the DPS' main effort. MCSAP TE inspection selective events will focus on enforcement of commercial vehicle traffic violations, inclusive of loading and off-loading violations and give way obstructive traffic violations. MCSAP has also taken an aggressive role in identifying, inspecting and removing impaired CMV drivers from the highway. Seat belt enforcement is also strictly enforced day and night. American Samoa will use 4 officers for each selective effort in designated high traffic corridors. AS MCSAP plans to conduct CMV traffic enforcement selective events throughout the grant project with a 100% inspection policy. AS MCSAP will conduct 4 CMV Inspection Selectives; 4 CMV Speed Enforcement Selectives; 4 CMV Impaired Driving/Open Container Selectives; 4 CMV Seat Belt Selectives; and also participate in the Passenger Safety Strike Force Campaign. We will only be conducting traffic enforcement with accompanying inspections (100% inspection policy). 3 of the 4 officers utilized will be allocated 8 hours of OT per quarter to facilitate the completion of these traffic enforcement selective efforts as some of the events will take place at least in part during off-peak hours to fully address CMV safety issues in AS. This will result in 3 officers utilizing a total of up to 32 hours of overtime annually. Officers will primarily complete Level III inspections with each TE contact, however, may conduct a Level I or II inspection as appropriate to record observed vehicle defects when necessary. Officers will generate no less than one (1) Level I inspection, or two (2) Level II or III inspections per hour of OT utilized.

Please indicate using the radio buttons the Traffic Enforcement Activities the State intends to conduct in FY 2017 in the table below.

Yes	No	Traffic Enforcement Activities	Enter the Goals (Number of Stops, not Tickets or Warnings; these goals are NOT intended to set a quota.)
<input checked="" type="radio"/>	<input type="radio"/>	CMV with Inspection	200
<input type="radio"/>	<input checked="" type="radio"/>	CMV without Inspection	
<input type="radio"/>	<input checked="" type="radio"/>	Non-CMV	
<input type="radio"/>	<input checked="" type="radio"/>	Comprehensive and high visibility in high risk locations and corridors (special enforcement details)	

Describe components of the State's traffic enforcement efforts that are not already detailed as part of a specific program goal including a description of how the State will monitor its traffic enforcement efforts to ensure effectiveness, consistency, and correlation to FMCSA's national traffic enforcement priority.

3 - Carrier Investigations

Instructions:

Describe the State's implementation of FMCSA's interventions model to the maximum extent possible for interstate carriers and any remaining or transitioning compliance review program activities for intrastate motor carriers. Include the number of personnel and FTE assigned to this effort.

Performance Objective: Enter performance objective(s) including the number of Interventions/Investigations from the previous year and the goal for FY 2017

The effectiveness of Compliance Reviews, on-site CRs are determined to be an important resource for improving the safety of commercial vehicle operations. MCSAP will monitor compliance of motor carriers; creating positive changes for High Risk carriers to ultimately reduce the number of fatality collisions involving CMVs. MCSAP will improve carrier compliance with the safety regulations by completing at least six compliance reviews in 2017 provided that our CR Officer is able to be certified..

Program Activities: Describe components of the State's carrier investigation efforts that are not already detailed as part of a specific program goal. Include the number of personnel/FTE participating in this activity.

1. Ongoing training in the CSA initiative and intervention process through webinars, conference calls and policy documents.
2. Inspector to perform enough CRs per year to maintain certification.

Performance Measurements and Monitoring: Describe all measures the State will use to monitor progress towards the annual goals. Further, describe how the State measures qualitative components of its carrier investigation program (not just outputs).

1. The CR officer in AS will participate in CR policy and refresher training webinars sponsored by FMCSA on a continuous/ongoing basis throughout the year. Participation in such will be recorded on quarterly reports prepared by AS.
2. Once certified, the CR officer in AS will conduct 6 CRs during the year in order to maintain certification. At least two of these reviews will be conducted up passenger carriers in the furtherance of the territory's continued focus on increasing passenger carrier safety in AS.

Note: The Carrier Investigation Goals table is designed to collect State projections for the number of investigation activities estimated for FY 2017. The State may still conduct traditional motor carrier safety compliance reviews of intrastate motor carriers. Therefore, the CVSP may contain projections for both CSA investigations and compliance reviews of intrastate carriers.

Complete the table below indicating the number of investigations that the State anticipates conducting during this Fiscal Year. Note: if your State does not conduct reviews/investigations, you are not required to complete this table.

☐ **Our State does not conduct reviews/investigations.**

FY 2017 Carrier Investigation Goals		
Review/Investigation Type	Interstate Goals	Intrastate Goals
Rated and Non-rated Reviews (Excludes CSA & SCR's)		
Non-HM Cargo		2
Passenger		2
HM		2
Rated and Non-rated Reviews (Excludes CSA & SCR's) Total	0	6
CSA Off-Site Investigations		
Non-HM Cargo CSA Off-Site		
Passenger CSA Off-Site		
HM CSA Off-Site		
CSA Off-Site Investigations Sub-total	0	0
CSA On-Site Focused Investigations		
Non-HM Cargo CSA On-Site Focused		
Passenger CSA On-Site Focused		
HM CSA On-Site Focused		
CSA On-Site Focused Investigations Sub-total	0	0
CSA On-Site Comprehensive		
Non-HM Cargo CSA On-Site Comprehensive		
Passenger CSA On-Site Comprehensive		
HM CSA On-Site Comprehensive		
CSA On-Site Comprehensive Sub-total	0	0
CSA Investigations (all Types) Total	0	0
HM-Related Review Types		
Security Contact Reviews (SCRs)		
Cargo Tank Facility Reviews		
Shipper Reviews		
HM-Related Review Types Total	0	0
ALL REVIEW TYPES GRAND TOTAL	0	6

Add additional information as necessary to describe the carrier investigation estimates:

Participation in the CR program is contingent upon certification of our CR Officer. American Samoa Compliance Reviews are conducted according to CSA procedures for intrastate HM and non HM Compliance Review by 1 investigator. Reviews also include hazardous materials inspections. The investigator is required to adhere to the certification process required by FMCSA. This is to

ensure that all personnel have the proper training and experience to perform the inspection and compliance activities. Therefore, the investigator maintains North American Standard A&B, HM, and Compliance Review certifications. American Samoa continues to encounter some businesses that are not familiar with required procedures of investigations. An educational and informative approach has been taken to reduce business concerns. Most businesses have been very cooperative and compliant with the procedures and have assisted MCSAP in finding solutions. Compliance Review selection process is based on the business with the most delinquent violations. This is determined by the MCSAP Inspection Reports compiled by the Safety-Net System as well as guidance from the FMCSA HI Division.

4 - Public Education & Awareness

Instructions:

A public education and awareness program is designed to provide information on a variety of traffic safety issues related to CMVs and non-CMV's which operate around large trucks and buses. 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 FTE that will be participating in this effort.

Note: the number of specific activities accomplished should be reported in each quarterly performance progress report (SF-PPR).

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.:

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.

In the table below, indicate if the State intends to conduct the listed program activities and the estimated number.

Yes	No	Public Education and Awareness Activities	Goals
<input checked="" type="radio"/>	<input type="radio"/>	Carrier Safety Talks	20
<input checked="" type="radio"/>	<input type="radio"/>	CMV Safety Belt Education and Outreach	76
<input type="radio"/>	<input checked="" type="radio"/>	State Trucking Association Meetings	
<input checked="" type="radio"/>	<input type="radio"/>	State-sponsored outreach events	4
<input checked="" type="radio"/>	<input type="radio"/>	Local educational safety events	48
<input checked="" type="radio"/>	<input type="radio"/>	Teen safety events	8

Program Activities: Describe components of the State's public education and awareness efforts that it intends to perform.

AS does not have a state trucking association. All AS outreach events are inclusive of a safety belt education component. For 2017 the AS MCSAP education program will focus on increasing knowledge related to structure requirements for passenger CMVs, problematic traffic violation of passenger CMV drivers inclusive of prohibition rules regarding open alcohol containers on passenger CMVs, as well as safe driving and carrier operational practices aimed at reducing CMV related crashes and general overall compliant practices. AS will accomplish this by conducting outreach events to schools and businesses; by holding public education events; conducting media ad campaigns promoting CMV safety; conducting educational classes with CMV/carrier owners; conducting CMV rule presentations on public television broadcasts; and by conducting safety presentations at driver education classes in partnership with the AS Office of Motor Vehicles (OMV).

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 Performance Progress Report (SF-PPR):

AS MCSAP will conduct 8 Outreach events targeting Schools & Businesses; will hold 4 general Public Education Events; will conduct 4 paid Media Advertising Campaigns promoting CMV safety using TV & Radio; will conduct 12 educational Meetings with CMV/Carrier Owners; will conduct 4 CMV related rule presentations via free local public TV broadcasts; and will conduct 48 short safety presentations to Office of Motor Vehicle (OMV) driver education classes throughout the project as outlined in the table below. Educational/Outreach brochures will be distributed at these events and tracked where applicable, although there are no specific brochure (ETA) distribution goals. The MCSAP Coordinator as well as all sworn officers of the AS MCSAP program will be utilized to facilitate these goals.

Performance Measurement Plan: TARGET	1 st Qtr	2 nd Qtr	3 rd Qtr	4 th Qtr
Outreach (School and Business)	2	2	2	2
Public Education	1	1	1	1

Paid Media (Radio & TV) Ad Campaigns	1	1	1	1
Meeting with owners	3	3	3	3
FMCSR Rule Presentations – Free Public Broadcast TV	1	1	1	1
Driver Education - OMV	12	12	12	12

Spending Plan

B&I Spending Plan

What is a Spending Plan?

The Spending Plan explains the 'what', 'how', and 'why' of a line item cost in carrying out grant project goals and objectives. Use these instructions to develop your application spending plan.

What does a Spending Plan do?

A spending plan is a narrative explanation of each budget component which supports the costs of the proposed work. The spending plan should focus on how each item is required to achieve the proposed project goals and objectives. It should also justify how costs were calculated. The spending plan should be clear, specific, detailed, and mathematically correct.

The spending plan is one of the first places FMCSA reviews to confirm the allowability, allocability, necessity, reasonableness and consistent treatment of an item. A well-developed spending plan is an effective management tool; a plan that doesn't represent a project's needs makes it difficult to recommend for funding and assess financial performance over the life of the project.

The spending plan serves a number of critical functions:

- *Describes your need for or necessity of an expense;*
- *Documents how reasonable the request is, conveys your judgment as well as the feasibility of the project in context of available and proposed resources.*
- *Helps FMCSA review high-risk cost items to decide funding.*

1 - Spending Plan: Personnel

What different types of costs do I need to put in my Spending Plan?

Below is the spending plan. You may add additional lines to the table, as necessary. Remember to include clear, concise explanations in the narrative on how you came up with the costs and how the costs are necessary.

The Federal Share and State Share columns are not automatically calculated based on the Total Eligible Costs. These are freeform fields and should be calculated and entered by State users. You are not required to include 15 percent State share for each line item, including Overtime. You are only required to contribute up to 15 percent of the total costs, which gives you the latitude to select the areas where you wish to place your match.

Unlike in previous years' CVSPs, planned Maintenance of Effort (MOE) expenditures are now to be included in the spending plan narrative for FY 2017. Your planned MOE expenditures will be auto-populated into the Spending Plan from the narrative sections.

Personnel costs are your employee salaries working directly on a project. Include the number and type of personnel, the percentage of time dedicated to the project, number of hours in a work year, hourly wage rate, and total cost. It is not necessary to list all individual personnel separately by line. You may use average or actual salary and wages by personnel category (e.g., Trooper, Civilian Inspector, Admin Support, etc.). You may add as many additional lines as necessary to reflect your personnel costs.

The Hourly Rate column is where the State will enter the hourly pay rate that you have determined for each position.

If Overtime (OT) is going to be charged to the grant, please add the OT amounts that will be charged under the award (not to exceed 15% of the total award amount).

Identify the method of accounting used by the State: ☐ Cash ☒ Accrual

Allowable amount for Overtime (15% of total award amount without justification): \$52,500.00

Personnel Spending Plan Narrative							
Salary Information							
Position(s)	# of Staff	% of Time	Work Year Hours	Hourly Rate	Total Eligible Costs	100% Federal Share	Planned MOE Expenditures
MCSAP/SNET Coordinator	1	100	2080	21.45	\$44,616.00	\$44,616.00	\$0.00
Lt. Inspector Supervisor	1	100	2080	17.8	\$37,024.00	\$37,024.00	\$0.00
Fiscal Officer	1	100	2080	14.45	\$30,056.00	\$30,056.00	\$0.00
PSO 3 / MCSAP HM/CR	1	100	2080	13.45	\$27,976.00	\$27,976.00	\$0.00
PSO 3 / MCSAP	1	100	2080	12.4	\$25,792.00	\$25,792.00	\$0.00
PSO 2 / MCSAP	1	100	2080	9.65	\$20,072.00	\$20,072.00	\$0.00
Sub-Total Salary					\$185,536.00	\$185,536.00	\$0.00
Overtime Information							
Overtime	3	100	32	20.35	\$1,953.60	\$1,954.00	\$0.00
Sub-Total Overtime					\$1,953.60	\$1,954.00	\$0.00
TOTAL PERSONNEL					\$187,489.60	\$187,490.00	\$0.00

Enter detailed explanation of how you came up with the personnel costs:

6 personnel will be paid under MCSAP with percentage provided. Presently MCSAP consists of four sworn officers, and 2 civilian staff employees.

Personnel salaries adjusted to coincide with ASG Human Resources pay scale regulations that include planned annual increments.

OT costs as outlined in the table are in the furtherance of the planned Traffic Enforcement activities outlined in the CVSP planned activities narrative, which includes three PSOs incurring 8 hours of OT per quarter (32 HOURS PER YEAR) to support the planned MCSAP TE selective events. The OT cost per hour is the average of the three Officers main hourly rate at time and a half (\$17.44) plus related OT fringe costs of 16.7% (rate computation explained in the fringe benefits budget narrative) to reach a total average OT rate of \$20.35. The fringe cost associated with the OT could not be separated out in the fringe table due to limitations of the eCVSP system.

The AS MCSAP fulltime Fiscal Officer was approved by the Hawaii Division Administrator because the American Samoa's financial system is not all computerized and it requires the Fiscal Officer to conduct a lot of manual follow-ups in collecting the necessary data to complete and submit quarterly reports to the FMCSA, as well as other grant related deliverables. This position is dedicated to and strictly benefits the AS MCSAP, and was filled at the request of the FMCSA.

The MCSAP/SNET Coordinator continues to perform full time duties of the Safety Net Operator while training staff members on the functions and how to operate the SafetyNet System.

2 - Spending Plan: Fringe Benefits

Fringe costs are benefits paid to your employees, including the cost of employer's share of FICA, health insurance, worker's compensation, and paid leave. Only non-federal grantees that have an accrual basis of accounting may have a separate line item for leave, which will be entered as the projected leave expected to be accrued by the personnel listed within Narrative Section 1 – Personnel. Reference 2 CFR 200.431(b) for the proper management of leave expenditures. Include how the fringe benefit amount is calculated (i.e., actual fringe benefits, rate approved by HHS State Wide 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 costs of fringe benefits are allowable if they are provided under established written leave policies; the costs are equitably allocated to all related activities, including Federal awards; and, the accounting basis (cash or accrual) selected for costing each type of leave is consistently followed by the non-Federal entity or specified grouping of employees. Depending on the state, there are set employer taxes that are paid as a percentage of the salary, such as Social Security, Federal Unemployment Tax Assessment, Medicare, State Unemployment Tax, and State Disability Insurance. 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 Narrative Section 1 and the base multiplied by the respective rate would give the total for each standard employer taxes. Workers' Compensation is rated by risk area. It would be permissible to enter this as an average, usually between sworn and unsworn, but any grouping that is reasonable and clearly explained in the narrative is allowable. Health Insurance and Pensions can vary greatly and it too can be averaged and like Workers' Compensation, can sometimes be broken into sworn and unsworn.

Fringe Benefits Spending Plan Narrative					
Position(s)	Fringe Benefit Rate	Base Amount	Total Eligible Costs	100% Federal Share	Planned MOE Expenditures
MCSAP/SNET Coordinator	16.70	44616	\$7,450.87	\$7,451.00	\$0.00
Lt. Inspector Supervisor	16.70	37024	\$6,183.01	\$6,183.00	\$0.00
Fiscal Officer	16.70	30056	\$5,019.35	\$5,019.00	\$0.00
PSO 3 / MCSAP HM/CR	16.70	27976	\$4,671.99	\$4,672.00	\$0.00
PSO 3 / MCSAP	16.70	25792	\$4,307.26	\$4,307.00	\$0.00
PSO 2 / MCSAP	16.70	20072	\$3,352.02	\$3,352.00	\$0.00
Sub-Total Fringe Benefits			\$30,984.50	\$30,984.00	\$0.00

Enter detailed explanation of how you came up with the fringe benefits costs:

American Samoa's fringe benefit remains at 16.7% unless otherwise. Fringe benefits consist of FICA, Workmen's Comp, and Retirement for career employees.

Breakdown: FICA = 7.65%, Workmen's Comp = 1.05%, and Retirement = 8%.

3 - Spending Plan: Travel

Travel costs are funds for field work or for travel to professional meetings. Provide the purpose, number of persons traveling, number of days, and estimated cost for each trip. If details of each trip are not known at the time of application submission, provide the basis for determining the amount requested.

Travel Cost Spending Plan Narrative					
Purpose	# of Staff	Days	Total Eligible Costs	100% Federal Share	Planned MOE Expenditures
Pacific Rim Planning Meeting	3	7	\$11,658.00	\$11,658.00	\$0.00
MCSAP Part A/B Training	1	16	\$5,668.00	\$5,668.00	\$0.00
CSA Phase III Training	1	10	\$4,480.00	\$4,480.00	\$0.00
CVSA IT Workshop	1	6	\$4,238.00	\$4,238.00	\$0.00
Basic Investigation Technique	1	16	\$6,518.00	\$6,518.00	\$0.00
Sub-Total Travel			\$32,562.00	\$32,562.00	\$0.00

Enter detailed explanation of how you came up with the travel costs:

Travel is for MCSAP personnel only. All travel requests must be submitted to Hawaii Division for approval.

Note there is only one airline flying in and out of the Territory Mondays and Fridays weekly which increases travel duration and costs accordingly. Exact locations for Part A&B Training is still pending and so average daily lodging and M&IE costs are used for planning purposes for those travel needs (\$130 lodging/ \$68.00 M&IE). AS uses actual Federal per-diem rates for lodging/M&IE at the time of travel.

Part A&B training is needed for the new PSO as outlined in the CVSP activities narrative to fulfill MCSAP enforcement objectives. Total travel days is inclusive of the two week class duration plus additional travel days needed to travel to the training and return back to AS taking into consideration the limited flight schedule in and out of AS (16 Days). Total cost is inclusive of airfare (\$2,500.00), lodging (\$2,080.00) and M&IE (\$1,088.00) for a total cost of \$6,518.00.

Pacific Rim Planning Meeting travel is for the MCASP/SNET Coordinator, Fiscal Officer and Governor's Representative or the Lt. / Inspector Supervisor to attend the annual planning meeting coordinated by the FMCSA HI Division in support of the program. Total travel days is inclusive of the meeting duration in Honolulu, HI plus additional travel days needed to travel to the meeting and return back to AS taking into consideration the limited flight schedule in and out AS (7 days each traveler). Total cost is inclusive of airfare (\$2,500.00 each traveler), lodging (\$910.00 each traveler) and M&IE (\$476.00 each traveler) for a total cost of \$11,658.00.

CVSA IT Workshop is necessary for AS to attend as AS has not had anyone formally trained or updated on FMCSA IT systems, especially SafetyNet in several years. AS will send the MCSAP/SNET Coordinator to complete the training and updates. The dates and location of this IT Workshop are pending, however, costs are based off of the training taking a known 3 days, plus an additional 3 days travel time due to the limited flights going into and out of AS (6 days total). Total cost is inclusive of airfare (\$2,500.00), lodging (\$780.00) M&IE (\$408.00 each traveler) and Registration fee (\$550.00) for a total cost of \$4,238.00.

CSA Phase III travel was planned for at the request of FMCSA and is for one attendee to complete the annual related Phase III training. Very limited information has been put out regarding this training and the budgeted costs are estimates only. Total travel days is inclusive of anticipated training duration plus additional travel days needed to travel to the training and return back to AS taking into consideration the limited flight schedule in and out AS (10 days total). Total cost is inclusive of airfare (\$2,500.00), lodging (\$1,300.00) and M&IE (\$680.00) for a total cost of \$4,480.00.

4 - Spending Plan: Equipment

Equipment costs only include those items which are tangible, nonexpendable, personal property having a useful life of more than one year and acquisition cost of \$5,000 or more per unit. Include a description, quantity and unit price for all equipment. If the expense is under the threshold of \$5,000 per item, it belongs under "Supplies". However, if your State's equipment threshold is below \$5,000, check the box and provide the amount of your equipment threshold.

The actual "Cost per Item" for MCSAP grant purposes is tied to the percentage of time that the team will be dedicated to MCSAP activities. For example, if you purchase a vehicle costing \$20,000 and it is only used for MCSAP purposes 50% of the time, then the "Cost per Item" in the table below should be shown as \$10,000. A State can provide a more detailed explanation in the narrative section.

Indicate if your State's equipment threshold is below \$5,000: ☐ Yes ☒ No

If threshold is below \$5,000, enter threshold level:

Equipment Cost Spending Plan Narrative					
Item Name	# of Items	Cost per Item	Total Eligible Costs	100% Federal Share	Planned MOE Expenditures
Sub-Total Equipment			\$0.00	\$0.00	\$0.00

Enter detailed explanation of how you came up with the equipment costs:

5 - Spending Plan: Supplies

Supplies are tangible personal property other than equipment (which can include laptop computers and printers). Include the types of property in general terms. It is not necessary to document office supplies in great detail (reams of paper, boxes of paperclips, etc.) A good way to document office supplies is to indicate the approximate expenditure of the unit as a whole. Do include a quantity, unit of measurement (e.g., month, year, each, etc.) and unit cost.

The actual "Cost per Item" for MCSAP grant purposes is tied to the percentage of time that the item will be dedicated to MCSAP activities. For example, if you purchase an item costing \$200 and it is only used for MCSAP purposes 50% of the time, then the "Cost per Item" in the table below should be shown as \$100. A State can provide a more detailed explanation in the narrative section.

Supplies Cost Spending Plan Narrative						
Item Name	# of Units/Items	Unit of Measurement	Cost per Unit	Total Eligible Costs	100% Federal Share	Planned MOE Expenditures
Office Supplies	4	Quarterly	\$345.00	\$1,380.00	\$1,380.00	\$0.00
MCSAP Inspection Supplies	4	Quarterly	\$775.00	\$3,100.00	\$3,100.00	\$0.00
Fuel	4	Quarterly	\$1,200.00	\$4,800.00	\$4,800.00	\$1,857.68
Media Ads (Outreach & Education)	4	Quarterly	\$185.00	\$740.00	\$740.00	\$0.00
MCSAP Publications	4	Quarterly	\$75.00	\$300.00	\$300.00	\$0.00
Desk Top Computer	2	Set	\$1,750.00	\$3,500.00	\$3,500.00	\$0.00
Vehicle Parts	4	Set	\$500.00	\$2,000.00	\$2,000.00	\$0.00
Trailer/Police Vehicle agency Marking	2	Set	\$2,349.00	\$4,698.00	\$4,698.00	\$0.00
Uniform Shoes Replacement	4	Set	\$225.50	\$902.00	\$902.00	\$0.00
Sub-Total Supplies				\$21,420.00	\$21,420.00	\$1,857.68

Enter detailed explanation of how you came up with the supplies costs:

Office Supplies cost is based off of known past expenditures needed to support the AS MCSAP Program, and is inclusive of all general supplies used within the MCSAP office (e.g., filing folders, paper, pens, staplers & staples, printer ink, etc.). The cost of living in AS has increased significantly whereby today's known average expenditures is approximately \$345.00 per quarter amounting to an annual need of approximately \$1,380.00.

MCSAP Inspection supplies budget is inclusive of all items needed to effectively conduct MCSAP inspections in the field (e.g., inspection road block signs, heavy-duty creepers and wheel blocks, gloves, forms etc.). Note that these costs are higher in AS compared to mainland due to high shipping costs associated with getting the supplies to AS since they cannot be obtained on island. Based on the condition of supplies currently on hand in the AS MCSAP and known upcoming needs, we anticipate the costs to be approximately \$775.00 per quarter this year for a total annual need of approximately \$3,100.00

Fuel costs are based on average past needs of the department at average market price to support four vehicles and a trailer. This cost is computed to be approximately \$1,200.00 per quarter for an annual total cost of \$4,800.00.

Media Ad costs are to support education & outreach CMV safety initiatives outlined in the planned activities and based on known past expenditures. These paid radio and newspaper advertisements are used to increase attendance at outreach events and promote MCSAP safety initiatives which are critical to the success of the AS Education and Outreach component of our planned activities. ASG Finance treats paid media advertising as supplies. Media costs has increased slightly, so the cost to conduct advertising campaign per quarter is estimated at \$185.00 for a total annual cost of \$740.00.

MCSAP Publications costs will be used to replace outdated FMCSR/HMR/OOS Criteria books and resource guides for the 4 sworn MCSAP officers and to print bi-lingual educational hand-out pamphlets. Using the already stored paid printing screen for bi-lingual educational pamphlets, the estimated quarterly cost is \$75.00 for a total of \$300.00 annually.

MCSAP need a two desk top computers, one to replace the Stand Alone SafetyNet System computer that was purchased in 2011 to

replace the one that "crashed" before this crisis reoccured and one for the MCSAP/SNET Coordinator to do her daily MCSAP work. This desk top computers are estimated locally to cost \$1,750.00 each for a total of \$3,500.00.

Presently, the Coordinator does all her work on the SafetyNet Computer and a separate computer is necessary in order for the Coordinator to perform her work such as login to FMCSA Compass Portal, GrantSolutions, SAMS, etc. and to do her routine office work such as quarterly reports and reply to official office email, etc. leaving the SafetyNet System computer free to perform SafetyNet functions only, such as inputing, importing and editing of inspections from Aspen, uploading and downloading of inspection reports and census files to and from Safer and MCMIS.

Vehicle Parts purchase has become a problem locally because of the ASG financial system and the local Auto Shops require AS MCSAP to furnish its own Vehicle Parts including tires to replace worn out tires prior to the shop(s) repairs are done. Given that some parts have to be ordered from off-island vendors, shipping and duty costs are added to the cost of each Vehicle Part ordered. The estimated cost is \$500.00 for each set of Order throughout the fiscal year which will cost the program a total of \$2,000.00.

MCSAP Vehicles and Trailer are require to have MCSAP/DPS Police Markings for public awareness. The cost per unit is estimated at \$2,349.00 based on previous work done on MCSAP Vehicles.

Because of poor weather condition in American Samoa, the MCSAP Officers/Inspectors need to replace their uniform Shoes on an annual basis. The estimated uniform-shoe re-placement cost is based on previously recorded costs of uniform shoes purchased. Full uniform are budgeted in FY2016.

6 - Spending Plan: Contractual

Contractual includes subgrants and contracts, such as consulting costs. Include the rationale for the amount of the costs. The narrative should provide the name of the subgrantee or vendor if known at the time that the application is being developed. If the name of the subgrantee or vendor is not known, enter "unknown at this time" and give an estimated time when it is expected. You do need to include specific contract goods and/or services provided, the related expenses for those goods and services, and how the cost of the contract represents a fair market value, which includes stating that the contract is procured through established state procurement practices. Entering the statement "contractual services" will not be considered as meeting the requirement for completing this section.

Contract means 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.

Subaward means 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. A subaward may be provided through any form of legal agreement, including an agreement that the pass-through entity considers a contract.

For applicants with subgrantee agreements: Whenever the applicant intends to provide funding to another organization as a subaward, the grantee must provide a narrative and spending plan for each subgrantee organization. The eCVSP allows applicants to submit a narrative and spending plan for each subgrantee. Provide a separate spending plan for each subgrant, regardless of the dollar value and indicate the basis for the cost estimates in the narrative.

Contractual Cost Spending Plan Narrative			
Description of Services	Total Eligible Costs	100% Federal Share	Planned MOE Expenditures
Maintenance of Office Equipment	\$1,730.00	\$1,730.00	\$0.00
Vehicle Maintenance	\$1,035.00	\$1,035.00	\$0.00
Sub-Total Contractual	\$2,765.00	\$2,765.00	\$0.00

Enter detailed explanation of how you came up with the contractual costs:

Maintenance of Office Equipment costs are to service and maintain the MCSAP office printer, xerox machine, Desk-top computers including the SafetyNet system, Lap Tops with the Aspen system for MCSAP Inspections, air conditioners, maintenance of the building and its water system which houses the MCSAP Office is necessary for the operation of the AS MCSAP. Due to the salt air and climate, the mechanics of this main office machines and equipment tend to corrode and fail without regular servicing. The machines and building are vital to the program, to which it is fully dedicated. Based on past expenditure records, the estimated cost per annum for this service is \$1,730.00.

(Note: Expenseses for building maintenance are for the building that is 100% dedicated in housing MCSAP office and staff since 2001 and that these costs are not included in an indirect cost rate or cost allocation plan for the territory).

Vehicle maintenance costs shown are to provide general maintenance of the MCSAP vehicle fleet of four vehicles and a trailer which are not covered under warranty (e.g. replacement of windshield wipers, brakes & fluids, tires, oil changes, filters, air con/freon, labor service charges, etc.). The vehicles and the trailer are fully dedicated to the MCSAP program. Costs, estimated at \$1,035.00 are based on known past average expenditures needed to maintain the fleet on an annual basis.

7 - Spending Plan: Other Costs

Other direct costs do not fit any of the aforementioned categories, such as rent for buildings used to conduct project activities, utilities and/or leased equipment, employee training tuition, etc. You must include a quantity, unit of measurement (e.g., month, year, each, etc.) and unit cost. You must itemize ALL "Other" direct costs.

If the State plans to include O&M costs, details must be provided in this section and the costs included in the Other Costs area of the Spending Plan Narrative. Please indicate these costs as ITD O&M, PRISM O&M, or SSDQ O&M.

Indicate if your State will claim reimbursement for Indirect Costs: ☒ Yes ☐ No If yes please fill in table below.

Item Name	Total Eligible Costs	100% Federal Share	Planned MOE Expenditures
Indirect Costs	\$67,379.00	\$67,379.00	\$0.00

Other Costs Spending Plan Narrative

Item Name	# of Units/Items	Unit of Measurement	Cost per Unit	Total Eligible Costs	100% Federal Share	Planned MOE Expenditures
CVSA Membership Dues	1	Annual	\$5,300.00	\$5,300.00	\$5,300.00	\$0.00
Communications/VHF Radios	2	Set	\$1,050.00	\$2,100.00	\$2,100.00	\$0.00
Sub-Total Other Costs				\$7,400.00	\$7,400.00	\$0.00

Enter detailed explanation of how you came up with the other costs:

CVSA Dues are to maintain membership with CVSA at known annual membership rate.

Communications costs is for the purchase and installation of VHF (Very High Frequency) Radios for two MCSAP vehicles (MCSAP Inspection Trailer and 1 Vehicle) that do not have VHF Radios that are necessary for MCSAP operations. The estimated cost including installation for the VHF Radios is \$650.00 each totaling \$1,300.00 per annum.

AS does not yet have a negotiated IDC rate for FY2017. The approved FY 2016 IDC Rate Agreement for AS is 36.57% which is applied to direct salaries (regular wages and overtime). This rate of 36.57% is being applied against the total direct salary costs of \$184,246.00 for FY2017 to estimate FY2017 IDCs of \$67,378.76 (rounded to \$67,379.00) which is being used strictly as a placeholder until AS obtains an executed IDC agreement rate for FY2017. AS understands that no IDC costs can be billed until a negotiated FY2017 IDC agreement is obtained, at which time the actual negotiated rate will be applied.

The MCSAP Inspection Trailer will be using its original 'generator' run by battery eliminating the necessity of installing of a Utility Pole that would cost a lot more than the requested \$750.00, this requested cost is added to the costs of two VHF Radios that are needed for the MCSAP Inspection Trailer and one Vehicle because the estimated costs for the VHF Radios AS requested are lower than the actual costs.

8 - Spending Plan**Instructions:**

The spending plan will be auto-populated from the relevant tables in the narrative. The Territory will only enter data into the "Maintenance of Effort (MOE) Expenditures" column. The Total Grant Expenditures column is automatically calculated based on the auto-populated Federal share amounts entered in the narrative tables.

ESTIMATED Fiscal Year Funding Amounts for MCSAP	
100% Federal Share	0% Territory Share
\$350,000.00	\$0.00

Allowable amount for Overtime (15% of total award amount without justification):

Maximum amount for Non-CMV Traffic Enforcement (10% of Basic funding amount):

Allowable amount for Overtime (15% of award amount without justification): \$52,500.00

Maximum amount for Non-CMV Traffic Enforcement (10% of award amounts): \$35,000.00

Personnel (Payroll Costs)			
	100% Federal Share	Total Grant Expenditures	Planned MOE Expenditures
Overtime	\$1,954.00	\$1,954.00	\$0.00
MCSAP/SNET Coordinator	\$44,616.00	\$44,616.00	\$0.00
Lt. Inspector Supervisor	\$37,024.00	\$37,024.00	\$0.00
Fiscal Officer	\$30,056.00	\$30,056.00	\$0.00
PSO 3 / MCSAP HM/CR	\$27,976.00	\$27,976.00	\$0.00
PSO 3 / MCSAP	\$25,792.00	\$25,792.00	\$0.00
PSO 2 / MCSAP	\$20,072.00	\$20,072.00	\$0.00
Subtotal for Personnel	\$187,490.00	\$187,490.00	\$0.00

Fringe Benefit Costs (Health, Life Insurance, Retirement, etc.)			
	100% Federal Share	Total Grant Expenditures	Planned MOE Expenditures
MCSAP/SNET Coordinator	\$7,451.00	\$7,451.00	\$0.00
Lt. Inspector Supervisor	\$6,183.00	\$6,183.00	\$0.00
Fiscal Officer	\$5,019.00	\$5,019.00	\$0.00
PSO 3 / MCSAP HM/CR	\$4,672.00	\$4,672.00	\$0.00
PSO 3 / MCSAP	\$4,307.00	\$4,307.00	\$0.00
PSO 2 / MCSAP	\$3,352.00	\$3,352.00	\$0.00
Subtotal for Fringe Benefits	\$30,984.00	\$30,984.00	\$0.00

Program Travel			
	100% Federal Share	Total Grant Expenditures	Planned MOE Expenditures
Pacific Rim Planning Meeting	\$11,658.00	\$11,658.00	\$0.00
MCSAP Part A/B Training	\$5,668.00	\$5,668.00	\$0.00
CSA Phase III Training	\$4,480.00	\$4,480.00	\$0.00
CVSA IT Workshop	\$4,238.00	\$4,238.00	\$0.00
Basic Investigation Technique	\$6,518.00	\$6,518.00	\$0.00
Subtotal for Program Travel	\$32,562.00	\$32,562.00	\$0.00

Equipment			
	100% Federal Share	Total Grant Expenditures	Planned MOE Expenditures
Subtotal for Equipment	\$0.00	\$0.00	\$0.00

Supplies			
	100% Federal Share	Total Grant Expenditures	Planned MOE Expenditures
Office Supplies	\$1,380.00	\$1,380.00	\$0.00
MCSAP Inspection Supplies	\$3,100.00	\$3,100.00	\$0.00
Fuel	\$4,800.00	\$4,800.00	\$1,857.68
Media Ads (Outreach & Education)	\$740.00	\$740.00	\$0.00
MCSAP Publications	\$300.00	\$300.00	\$0.00
Desk Top Computer	\$3,500.00	\$3,500.00	\$0.00
Vehicle Parts	\$2,000.00	\$2,000.00	\$0.00
Trailer/Police Vehicle agency Marking	\$4,698.00	\$4,698.00	\$0.00
Uniform Shoes Replacement	\$902.00	\$902.00	\$0.00
Subtotal for Supplies	\$21,420.00	\$21,420.00	\$1,857.68

Contractual (Subgrantees, Consultant Services, etc.)			
	100% Federal Share	Total Grant Expenditures	Planned MOE Expenditures
Maintenance of Office Equipment	\$1,730.00	\$1,730.00	\$0.00
Vehicle Maintenance	\$1,035.00	\$1,035.00	\$0.00
Subtotal for Contractual	\$2,765.00	\$2,765.00	\$0.00

Other Expenses			
	100% Federal Share	Total Grant Expenditures	Planned MOE Expenditures
CVSA Membership Dues	\$5,300.00	\$5,300.00	\$0.00
Communications/VHF Radios	\$2,100.00	\$2,100.00	\$0.00
Subtotal for Other Expenses including Training & Conferences	\$7,400.00	\$7,400.00	\$0.00

Total Costs			
	100% Federal Share	Total Grant Expenditures	Planned MOE Expenditures
Subtotal for Direct Costs	\$282,621.00	\$282,621.00	\$1,857.68
Indirect Cost	\$67,379.00	\$67,379.00	\$0.00
Total Costs Budgeted	\$350,000.00	\$350,000.00	\$1,857.68