

GUAM

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.

MISSION OR GOAL STATEMENT OF MCSAP LEAD AGENCY

Guam's Motor Carrier Safety Assistance Program's (MCSAP) primary mission is to remove unsafe drivers and vehicles from our highways in an effort to reduce crashes, property damage, and fatalities involving large trucks and buses. Our Program has been successful at maintaining a zero fatality rate for four consecutive years (2006 – 2009), and again during the period of (2011 – 2014).

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

Based on statistics provided by the Guam Police Department during 2006 through September 30, 2016 there were a total of 173 reportable crashes involving CMV's of which 97 involved non-fatal injuries, and 2 fatal crashes. Our goal is to continue focusing our inspection effort to reduce the number of non-fatal crashes during this fiscal year. We believe that through our partnership supported by our driver/vehicle inspection program and safety workshops, our combined efforts will aid in reducing the number of crashes involving CMV's. We have committed to conducting a total of 2282 driver/vehicle inspections in an effort to support goal.

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.

MCSAP BASIC/INCENTIVE PROGRAM STRUCTURE

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

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

It is noteworthy to mentioned that our MCSAP took a beating on personnel early on in FY2015 which has carried through to mid-year of FY 2016. Our staffing consisted of eight MCSAP personnel of which seven were certified MCSAP Inspectors, and one MCSAP Coordinator. To date of the seven Inspectors, four resigned their MCSAP positions to pursue better employment opportunities.

As of the submission of this revised plan our staffing structure changed significantly. We are down to five personnel to support all our MCSAP activities. The staff consists of three certified Inspectors to perform various inspection categories, (i.e. NAS Level 1 Parts A&B, General HM, Cargo Tank, Other Bulk packaging, and PV inspection, (Levels, I, II, III, & V). We also have one Highway Patrol Officer who completed the NAS Inspection training this past June and is ready to support our traffic enforcement activities. And, lastly we have a MCSAP Coordinator who has direct oversight of the Program.

Of the four personnel that resigned, one was a Senior Inspector who was tasked to manage and administer the Public Education and Awareness Program activities and Compliance Review Program in addition to the regular inspection duties. These program functions are critical components needed to maintain the national program elements and performance goals. To continue meeting this program requirements we are currently grooming one of the remaining Inspectors to take over these two vital programs. He has resumed our outreach efforts and also scheduled to undergo CR training in January 2017.

Note: On January 26, 2014 the Competitive Wage Act of 2014 went into effect for all Government of Guam employees. This caused an adverse affect on Guam's MCSAP annual budget which is at a fixed amount of \$350,000.00 and does not provide for salary increases. The current annual budget is not sufficient to fund the recruitment and training for the four (4) vacant positions. Of the four (4) vacant positions only two will be open for recruitment and scheduled training.

Despite all these program challenges we strive to continue to perform our duties and responsibilities to fulfill our Program requirements.

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:

Our MCSAP Program is not equipped with alcohol detection and measuring equipment to support our DIAP program. However, through our MOU with GPD-HPD we can call them for assistance when the need arises.

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 checked="" type="radio"/>	<input type="radio"/>	<input 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 checked="" type="radio"/>	<input type="radio"/>	<input 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:

The operating authority provision do not apply to the Territories.

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
10/01/2015	09/30/2016	0	0	0
10/01/2014	09/30/2015	1	0	0
10/01/2013	09/30/2014	0	0	0
10/01/2012	09/30/2013	0	0	0
10/01/2011	09/30/2012	0	0	0

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

Crash Report - Data source Guam Police Department Crash Report System captured as of September 30, 2016.

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

The crash statistics listed below was obtained from the Guam Police Department's Crash Report System. It reflects the total number of reportable crashes and fatalities for the past five years (2012 through September 30, 2016):

- 2016 - 13 Reportable crashes of which 7 are non-fatal injuries
- 2015 - 7 Reportable crashes of which 3 are non-fatal injuries + 1 fatal
- 2014 - 13 Reportable crashes of which 10 are non-fatal injuries
- 2013 - 12 Reportable crashes of which 6 are non-fatal injuries
- 2012 - 20 Reportable crashes of which 7 are non-fatal injuries

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

Guam's historical data reflects that during the period of 2006 - 2009 we were able to maintain a zero fatality rate for CMV's. Since that period, there were only two fatal crashes reported one in July 27, 2010, involving a dump truck striking a pedestrian on Route 15 Mangilao. The second fatal crash occurred five years later which was reported on February 15, 2015, involving a motorcycle and a commercial passenger vehicle (9-15 passenger mini-bus) on Route 1 Marine Corp Drive Asan.

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

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

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: Other PV Crashes

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
10/01/2015	09/30/2016	0	0	0
10/01/2014	09/30/2015	0	0	0
10/01/2013	09/30/2014	0	0	0
10/01/2012	09/30/2013	0	0	0
10/01/2011	09/30/2012	0	0	0

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

Crash Reports - Data source Guam Police Department Crash Report System data captured as of September 30, 2016

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

In FY 2015 Guam's MCSAP conducted a total of 377 passenger vehicle inspections. The breakdown of inspections are as follows: Level 1/29, Level 2/10, Level 3/30 and Level 5/308. Of those inspections conducted 44 out-of-service violations were cited, 18 passenger vehicles were placed out-of-service.

Based on the productivity level of inspections performed, it appears that the strategies and activities established in our FY 2010 Passenger Transportation Plan, that provided for an increase in terminal inspections continues to work in identifying unsafe vehicles that should be out-of-service, pending repairs and/or re-inspection. It also provided the opportunity to identify and inspect vehicles that operate after normal business hours averting our roadside inspection sites. The added benefit in performing more terminal inspections gives our inspectors the opportunity to observe and record the carrier's attentiveness to their vehicle maintenance program.

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

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

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

involving this vehicle class which negatively impacts our safety performance goals.

Note: The Guam Police Department reported a fatal crash involving a motorcycle and a commercial passenger vehicle (9-15 passenger bus) on February 15, 2015 on Route 1 Marine Corps Drive, Asan. The operator of the motorcycle died at the scene and was determine to be the cause of the crash as a result of reckless driving.

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
10/01/2015	09/30/2016	0	0	0
10/01/2014	09/30/2015	0	0	0
10/01/2013	09/30/2014	0	0	0
10/01/2012	09/30/2013	0	0	0
10/01/2011	09/30/2012	0	0	0

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

Data source Guam Police Department - No HM related fatal crashes reported as of September 30, 2016.

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

Guam has not had any fatalities involving HM vehicles and is addressing any HM incidents during HM roadside and/or terminal inspections and/or Compliance Reviews.

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		
10/01/2015	09/30/2016	19	19
10/01/2014	09/30/2015	84	84
10/01/2013	09/30/2014	11	11
10/01/2012	09/30/2013	0	0
10/01/2011	09/30/2012	56	35



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:

The source of our data is captured by our field laptop and supported by our E-Citation System. The current statistic was retrieve as of September 30, 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:

Guam's MCSAP is currently working on recruiting staff to support the Driver/Vehicle Safety Awareness and Compliance Review Workshops activities.

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

Conduct two- workshop per quarter.

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

One workshop conducted for FY2016.

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

In FY2015 Guam's most senior MCSAP Inspector resigned his position with our Program. He was tasked to oversee MCSAP's Public Education and Awareness Program. Since his resignation we have designated one of our remaining Inspectors to take on this added responsibility and resume program activities. As of the 4th Quarter of FY16 Inspector L. Ramirez was tasked with the duties and responsibilities to coordinate and conduct safety workshops with CMV carriers.

Activity #2

Activity: Describe Outreach and Education activity conducted:

In the interim, to support our education and outreach effort the distribution of FMCSA safety brochures on seat belt use, distracted driving, or the Behavior Analysis and Safety Improvement leaflets will be distributed during our roadside inspection operations.

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

Distribute at least 10 brochures per inspection activity.

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

75 safety leaflets distributed during roadside inspections for FY16

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

Due to budget constraints contractual services for printing educational materials for distribution was not an option. We have since overcome that problem and now have on hand educational leaflets for distribution. Printing of education leaflets are done in house as needed.

Activity #3

Activity: Describe Outreach and Education activity conducted:

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

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

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

Activity #4

Activity: Describe Outreach and Education activity conducted:

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

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

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

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.

Conduct driver/vehicle & PV roadside and terminal inspections. (From CMV Crash Reduction)

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

FY 2016: 2250 inspection 1720 Non HM, + 365 PV inspections

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

FY 2016: 1735 inspections = 1434 Non HM + 176 PV inspections

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

Based on crash statistics it appears that we are having a positive impact on Non-HM drivers, but need to place more effort in reaching PV drivers during our roadside inspections and carrier workshops. Statistics are as follows: FY16 13 CMV crashes reported of which 5 involved PV's, FY15 7 CMV crashes reported of which 4 involved PV's, FY14: 13 CMV crashes report of which 11 involved PV's, FY13: 12 CMV crashes reported of which 8 involved PV's, FY12: 20 CMV crashes reported of which involved 10 PV's and in FY11: 12 CMV crashes reported of which 8 are PV's. Note: In FY13 Guam's MCSAP reduced its PV inspections on 9-15 passenger vans and limousines by 175 inspections as a result of clarification received on the applicability of 49 CFR 390.3(f)(6) as it relates to direct compensation. For the most part, tour companies utilizing these vehicle types incorporate the cost for shuttle services into the tour packet thus no direct compensation is made at the time services are rendered. The exemption places our program at a disadvantage because the number of PV crashes includes this vehicle type which adversely impacts our goal to reduce the number of passenger vehicle crashes. We no longer are able to determine driver qualification which may be a contributing factor for reported crashes. The exemption further implies special treatment for these carriers, which defeats our mission to promote passenger vehicle safety.

Activity #2

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

Compilation of all CMV crash data inputted and uploaded into MCMIS. (From CMV Crash Reduction)

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

100% crash reports collected and (1 or 2) crash causation factors identified (i.e. speed, road conditions, driver error, mechanical problems, etc.)

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

FY 2016 - 13 crash reports collected from GPD and inputted to Safetynet. One common crash causation factors identified is driver error.

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

Intermittent disruption of VPN connectivity to Volpe occurs causing our untimely uploads/downloads from our Safetynet System to Volpe. We have considered changing internet providers to upgrade our current services but due to budget constraints our limited funding does not permit us to do so at this time.

Activity #3

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

Quarterly seat belt survey during driver-focused inspections. (From CMV Safety Improvement)

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

350 drivers surveyed 1 survey per quarter

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

FY16 - 2 seat belt surveys conducted.

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

No significant problems encountered during roadside surveys. We continue to use established sites on Route 1 Tamuning - ITC and Atkins Kroll intersections capturing north and south bound traffic. Statistics collected are reported quarterly through our performance progress reports for our Division Administrator's review.

Activity #4

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

Increase terminal inspections on both motor coaches & 9-15 passenger vehicles (From Passenger Transportation Safety)

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

FY15: 38 Motor coach inspections 44 Passenger vehicle inspections

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

FY16 - 52 Motor coach inspections 111 PV Inspections

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

No problems encountered during terminal inspections Carriers are cooperative in allowing access to their facility and provide sufficient staff to assist our inspectors during inspections Carriers continue to acknowledge and comply with federal mandates

Activity #5

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

Increase number of Levels 1, 2, or 3 roadside inspections of motor coaches & 9-15 passenger vehicles (from Passenger Transportation Safety)

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

38 - Motor coach inspections per quarter 64 - PV's per quarter

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

FY16 - 10 Motor coach inspections 45 PV inspections

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

To further improve our passenger vehicle inspection program, night operations will be considered to identify carriers operating after normal business hours who may have by-passed our inspection sites and/or terminal inspections. Our inspection activities will be focused at our shopping malls.

Activity #6

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

Transmission of all e-citation to Superior Court of Guam - Traffic Bureau. (From CMV Safety Data Quality)

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

100% E-citation successfully transmitted to Traffic Bureau

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

FY16: 15 traffic citations were issued of which 13 were e-citations and 2 were manual citations.

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

We continue to have connectivity issues with the Superior Court of Guam, Traffic Bureau which continues to be a challenge for our program.

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:

Statistics gathered from the Guam Police during the period of FY 2008 through 2012 reflect a total of 34 reportable crashes involving CMV's which included 1 fatal in FY 2010, that setback our CMV Crash Reduction Objective of maintaining a zero fatal rate. This caused our program to extend our evaluation period to FY 2018.

As of September 30, 2016 a total of 13 CMV crashes were reported. Prior years statistics are as follows:

FY15 - 7 CMV crashes

FY14 - 13 CMV crashes

FY13 - 12 CMV crashes

Statistics reflect an increase in CMV crashes justifying the need to extend the evaluation period. Of these reported crashes the common crash causation factors are attributed to driver error (i.e. distracted driving, improper lane change, and insufficient clearance).

In FY 2015 of the seven (7) reported CMV crashes one (1) involved a motorcycle and a commercial passenger vehicle which resulted in the death of the motorcycle operator. Crash took place on Route 1 Marine Corps Drive, Asan. The crash report from the Guam Police Department noted that the motorcycle operator was in violation of reckless driving.

Enter Data Source Capture Date:

06/30/2016

Enter Data Source:

Data Source: Guam Police Department - Crash Reports - as of September 30, 2016

Enter Crash Reduction Goal

To maintain a zero fatality rate over the next five (5) years and reduce the number of non-fatal CMV crashes 10% over the next five years to 30 non-fatal crashes (2014 to 2018).

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. For FY 2017 Guam's MCSAP intends to conduct a total of 2282 CMV inspections consisting of 1387 Level 1, 195 Level 2, 350 Level 3 and 350 Level 5 CMV inspections at established roadside inspections, terminal facilities, to include the Truck Enforcement Screening Station located at Route 11 Cabras Highway.

Note: Of the 2282 CMV inspections conducted 32 will be performed by the Highway Patrol Officer assigned to our MCSAP to support the traffic enforcement activities.

2. During the 3rd Quarter of FY16 Guam's MCSAP was successful in securing funding to send one (1) Highway Patrol Officer to undergo the NAS Parts A & B training. The Officer completed training and will be working at achieving inspection certification. Moving forward the Officer will support our joint traffic enforcement activities targeting high traffic corridors focused on addressing driver related violations.

3. Guam's MCSAP intends to conduct public education and awareness workshops with CMV carriers promoting roadway safety. Inspector L. Raminex has assumed the duties and responsibilities of our Public Education and Awareness Program. He is also scheduled to undergo the Compliance Review training in January of 2017.

4. Guam's MCSAP will monitor and evaluate the effectiveness of its CMV Crash Reduction Goal through the compilation of all CMV crash data inputted and uploaded into MCMIS. Crash statistics will aid in determining crash causation factors (speed, road conditions, driver error, mechanical problems, etc.).

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. Number of inspections 2282.
- 2. Number of joint traffic enforcement activities 1 per quarter;
- 3. Number of workshops scheduled 2 per quarter;
- 4. Number of inspection and crash data upload/downloads to MCMIS meeting FMCSA reporting criteria. Additionally, crashes can be monitored through FMCSA's A & I website on a quarterly basis.

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:

Guam is not included in the SSDQ map.

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	No
PRISM	Not Active	No
SSDQ	Not Active	No

Data Sources:

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

Guam's grant funding is limited to \$350,000.00 and is committed to personnel and operational cost. We have no wiggle room to accommodate the O&M cost to implement and sustain the required technology programs. We may have to seek other source of funding i.e. High Priority Grants to implement the required programs.

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.

The Director of the Department of Revenue and Taxation has the authority to suspend or revoke vehicle registrations and/or Business Licenses of those CMV Carriers who have been cited with serious safety defects and willfully continue to operate the CMV without correcting the deficiencies.

In an effort to support the PRISM program on September 12, 2012 the Director of Revenue and Taxation declared a period of moratorium for all commercial vehicle carriers to transition from the State Number to a intra state USDOT number to better monitor commercial motor vehicle activity. Since then, we have issued over 450 USDOT numbers to aid in our participation and implementation of a PRISM Program.

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.

Guam is not included in the SSDQ state map.

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.

Guam is not included in the SSDQ state map.

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.

Guam intends to work at meeting and maintaining the national average of 71% seatbelt usage among CMV driver's within a five (5) year period (2014 - 2018).

Problem Statement Narrative: Describe problem identified by performance data.

The national goal for seatbelt usage of all CMV drivers is 71%. Guam has not been successful at consistently maintaining this performance rate during the evaluation period of 2007 through 2015: FY07 - 714 CMV drivers surveyed 391 or (55%) were restrained while 323 or (45%) were unrestrained FY08 - 417 CMV drivers surveyed 336 or (81%) were restrained while 81 or (19%) were unrestrained FY09 - 340 CMV drivers surveyed 322 or (95%) were restrained while 18 or (5%) were unrestrained FY10 - 187 CMV driver surveyed 158 or (85%) were restrained while 29 or (15%) were unrestrained FY11 - 1143 CMV drivers surveyed 645 or (56%)were restrained while 498 or (44%) were unrestrained FY12 - 460 CMV drivers were surveyed 243 or(53%) were restrained while 217 or (47%) were unrestrained FY13 - 566 CMV drivers were surveyed 372 or (66%)were restrained while 194 or (34%) were unrestrained FY14 - 1755 CMV drivers were surveyed 1087 or (62%) were restrained while 668 or (38%) were unrestrained FY15 - 766 CMV drivers were surveyed 504 or (66%) were restrained while 262 or (34 %) were unrestrained FY16 - Only two surveys were conducted for the year. MCSAP personnel were committed to roadside inspections. 315 CMV drivers were surveyed, 278 or (88%) were restrained while 37 or (12%) were unrestrained. Based 6663 CMV drivers surveyed during the ten (10) -year period Guam's average percentage rate is 4326 or (65%) compliance for seatbelt usage and 2327 or (35%) non-compliance, 6% shy of the national average of 71%.

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

Guam intends to continue working toward meeting and maintaining the national average of 71% seatbelt usage among CMV's drivers within the next 4-year period (2014 - 2018).

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).

Conduct driver focused inspections at highly visible crash corridors on Routes 1, and 15 Conduct joint traffic enforcement inspection activities on Routes 1 and 15 Public education awareness/carrier workshops

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.

Number of FTE's dedicated per activity - 4 inspectors Number of driver focused inspection activities: 1 selected per quarter Number of joint traffic enforcement activities conducted: 1 selected per quarter Number of scheduled workshops - 1 per quarter

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.

In FY2016 Guam's MCSAP performance targets was at 2282 CMV inspections. As of June 30, 2016 we conducting 1735 driver/vehicle inspections. A total of 515 more inspection is needed to meet our performance targets.

The decrease of personnel caused us to reduce our performance targets from 2842 to 2250 CMV inspections for FY16. We will make necessary adjustments to our program's inspection plan accounting for the decrease in personnel. Roadside inspections will continue to be our priority along with terminal inspections of HM and PV carriers utilizing the four (4) remaining inspectors.

The performance targets for FY17 is 2282. This includes 32 required inspections for the newly trained and certified GPD-HPD Officer to maintain 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: GUAM DEPARTMENT OF REVENUE - TAXATION

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

FY 2017 Driver/Vehicle Inspection Goals					
	Estimated Performance Goal				
Inspection Level	Non-Hazmat	Hazmat	Passenger	Total	Percentage by Level
Level 1	1270	55	30	1355	60.22%
Level 2	150	15	30	195	8.67%
Level 3	280	15	55	350	15.56%
Level 4	0	0	0	0	0.00%
Level 5	20	80	250	350	15.56%
Level 6	0	0	0	0	0.00%
Sub-Total Lead Agency	1720	165	365	2250	

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.

GUAM POLICE DEPARTMENT

Enter the name of the Funded Agency: HIGHWAY PATROL DIVISION

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

FY 2017 Driver/Vehicle Inspection Goals					
Inspection Level	Estimated Performance Goal				Percentage by Level
	Non-Hazmat	Hazmat	Passenger	Total	
Level 1	32	0	0	32	100.00%
Level 2				0	0.00%
Level 3				0	0.00%
Level 4				0	0.00%
Level 5				0	0.00%
Level 6				0	0.00%
Sub-Total Funded Agencies	32	0	0	32	

Non-Funded Agencies

Enter the number of non-funded agencies:	0
Enter the total number of non-funded certified officers:	0

Summary

Total FY 2017 Driver/Vehicle Inspection Goals For Lead, Funded and Non-Funded Agencies					
MCSAP Lead Agency: GUAM DEPARTMENT OF REVENUE - TAXATION					
# certified officers: 3					
Funded Agencies: GUAM POLICE DEPARTMENT HIGHWAY PATROL DIVISION					
# certified officers: 1					
Number of Non-Funded Agencies: 0					
# certified officers: 0					
	Estimated Performance Goal				
Inspection Level	Non-Hazmat	Hazmat	Passenger	Total	Percentage by Level
Level 1	1302	55	30	1387	60.78%
Level 2	150	15	30	195	8.55%
Level 3	280	15	55	350	15.34%
Level 4	0	0	0	0	0.00%
Level 5	20	80	250	350	15.34%
Level 6	0	0	0	0	0.00%
Total ALL Agencies	1752	165	365	2282	

If the goal for level 3 inspections is less than 33%, briefly explain why the 33% will not be met:

We find that we maximize our inspection efforts when we perform 84% Levels 1,2 and 5 roadside/terminal inspections on all vehicle types including passenger vehicles and 16% Level 3 driver focused inspections. Despite the decrease in Level 3 inspections conducted the difference is made up during 1 and 2 inspections where driver qualification are also verified, particularly because Guam's driver population is limited to one island. Our program elected not follow FMCSA's requirement of 33% Level 3 because it was not to our advantage. For the most part, drivers do not prepare Records of Duty Status (RODS) because of the exceptions of the 100 air mile radius, which means timecards cannot be checked at roadside to determine compliance of the Hour of Service rules. It is also noteworthy to mention, that Highway Patrol Officer Patrick Sanchez was replaced by Highway Patrol Officer Morgan Reyes to support our Traffic Enforcement Activities. Officer Reyes has completed the NAS training and working on fulfilling the inspection certification requirement.

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.

Guam's MCSAP does not have the statutory authority to independently conduct traffic enforcement activities. As of July 15, 2008, we entered into a formal written agreement with the Guam Police Department-Highway Patrol Division through a Memorandum of Understanding that enables our program to actively participate during highly visible traffic enforcement operations at high risk and high crash locations. In accordance with this MOU Guam's MCSAP reimburses GPD/HPD for the cost of their participation during traffic enforcement activities. During these activities GPD-HPD when warranted issue traffic enforcement citation while MCSAP Inspectors address FMCSR violations also citing accordingly.

Additionally, Guam does not conduct non-CMV enforcement activities. All joint traffic enforcement includes inspection which are focused on CMV's in an effort to remove unsafe driver's and vehicle from operating on our highways. Inspections are conducted by certified MCSAP Inspectors and/or certified GPD-HPD Officer.

It is noteworthy to mention that Guam has a 100% inspection policy for all traffic enforcement conducted by designated GPD-HPD officers and all MCSAP Inspectors. As of the 3rd Quarter of FY2016 Guam has on board one GPD-HPD Officer assigned to support our traffic enforcement activities. The Officer underwent the NAS Part A&B training and is working towards inspection certification.

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	32
<input type="radio"/>	<input checked="" type="radio"/>	CMV without Inspection	0
<input type="radio"/>	<input checked="" type="radio"/>	Non-CMV	0
<input checked="" type="radio"/>	<input type="radio"/>	Comprehensive and high visibility in high risk locations and corridors (special enforcement details)	7

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.

Traffic enforcement aids in the prevention of crashes through the detection of driver/vehicle defects warranting the removal of unsafe vehicles/drivers from our roadways. Additionally, Guam does not include non-CMV's during our enforcement activities our inspection authority is limited to CMV's only.

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

During the 2nd Quarter of FY2015 Guam's MCSAP lost its Senior Inspector who was tasked to perform CR's. Since his resignation we were able to conduct 3 of 8 CR's planned for the fiscal year. Budgetary constraints restricts our Program from the recruitment and training process to fill this vacant position. As an alternative the Division Administrator scheduled an HM Specialist to conduct CR's on our HM carriers. The CR's are scheduled for the 4th Quarter of FY16. In the process one of our MCSAP Inspector's will be shadowing the Specialist to learn the functions of the CR process. Contingent on the availability of funding, our MCSAP Inspector will undergo CR training.

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.

Work towards identifying funding to provide CR training for one MCSAP Inspector.

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).

FY17 - One MCSAP Inspector trained to conduct CR's.

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 & SCRs)		
Non-HM Cargo		0
Passenger		0
HM		0
Rated and Non-rated Reviews (Excludes CSA & SCRs) Total	0	0
CSA Off-Site Investigations		
Non-HM Cargo CSA Off-Site	0	0
Passenger CSA Off-Site	0	0
HM CSA Off-Site	0	0
CSA Off-Site Investigations Sub-total	0	0
CSA On-Site Focused Investigations		
Non-HM Cargo CSA On-Site Focused	0	0
Passenger CSA On-Site Focused	0	0
HM CSA On-Site Focused	0	0
CSA On-Site Focused Investigations Sub-total	0	0
CSA On-Site Comprehensive		
Non-HM Cargo CSA On-Site Comprehensive	0	0
Passenger CSA On-Site Comprehensive	0	0
HM CSA On-Site Comprehensive	0	0
CSA On-Site Comprehensive Sub-total	0	0
CSA Investigations (all Types) Total	0	0
HM-Related Review Types		
Security Contact Reviews (SCRs)	0	0
Cargo Tank Facility Reviews	0	0
Shipper Reviews	0	
HM-Related Review Types Total	0	0
ALL REVIEW TYPES GRAND TOTAL	0	0

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

No CR activity planned at this time, pending training of MCSAP Inspector.

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 safely 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.:

Our program continues to strive to improve the administration of our public education and awareness efforts. Placing emphasis on the prevention and avoidance of distracting driving while operating a CMV, which is the leading crash causation factor in prior years. Addressing crash causation factors will be a priority in an effort to reduce the number of non-fatal crashes involving CMV's. Joining forces with our safety partners GPD-HPD and DPW-OHS during outreach efforts will aide in supporting our common goal of roadway safety.

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	8
<input checked="" type="radio"/>	<input type="radio"/>	CMV Safety Belt Education and Outreach	2
<input checked="" type="radio"/>	<input type="radio"/>	State Trucking Association Meetings	4
<input type="radio"/>	<input checked="" type="radio"/>	State-sponsored outreach events	0
<input type="radio"/>	<input checked="" type="radio"/>	Local educational safety events	0
<input type="radio"/>	<input checked="" type="radio"/>	Teen safety events	0

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

1. Conduct joint activities of seat belt usage awareness with OHS-DPW and GPD-HPD in an effort to maximize our resources.
2. Participate during quarterly Maritime Affairs/Truck and Transportation Association (MAC&TT) meetings at the Chamber of Commerce.

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):

1. Conduct two (2) joint seatbelt usage activities with GPD-HPD in an effort to maximize our resources
Four- (4) MCSAP Inspectors and designated GPD-HPD, Officers detailed to support our program
2. Participate during quarterly (MAC T&T) association meetings

Note: Progress of each activity will be monitored by the Program Coordinator and reported on the Quarterly performance progress report

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 Inspector I	4	100	2080	13.75	\$114,400.00	\$114,400.00	\$0.00
MCSAP Inspector II	1	100	2080	14.94	\$31,075.20	\$31,076.00	\$0.00
DMV Administrator	1	50	2080	31.92	\$33,196.80	\$33,196.80	\$0.00
Sub-Total Salary					\$178,672.00	\$178,672.80	\$0.00
Overtime Information							
Overtime		100	2080		\$0.00	\$0.00	\$0.00
Sub-Total Overtime					\$0.00	\$0.00	\$0.00
TOTAL PERSONNEL					\$178,672.00	\$178,672.80	\$0.00

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

The personnel cost not including fringe and benefits is based on four (4) full time MCSAP inspectors, one part time DMV Administrator (augmenting vacant MCSAP Coordinator's position), and the intent to fill one (1) vacant MCSAP Inspector I position when funding permits. The breakdown of personnel cost is as follows:

1 - DMV Administrator - Hourly rate of \$31.92 x work year hours 1040 = \$33,196.80
1 - MCSAP Inspector II - (Vacant/Funded) Hourly rate of \$14.94 x work year hours 2080 = \$31,076.00
3 - MCSAP Inspector I - Hourly rate of \$13.75 x work year hours 2080 = \$85,800.00
1 - MCSAP Inspector I (Vacant) - Hourly rate of \$13.75 x work year hours 2080 = \$28,595.00
1 - MCSAP Inspector I (Vacant/Not Funded)
1 - MCSAP Inspector II (Vacant/Not Funded)

Total: \$178,667.80

Note: The DMV Administrator was tasked to provide administrative assistance in the planning and development of MCSAP program activities to include supervisory oversight on daily operations. The Administrator's salary is based on the PAR's rate which is incorporated into to MCSAP's annual budget to avoid creating an MOE for the Program.

This assignment is temporary pending the recruitment of a full time MCSAP Coordinator. The budgeted salary for this position is \$33,911.00. The challenge we have is that this entry level salary is significantly low in comparison to the vast duties and responsibilities delegated to the position which makes recruitment extremely difficult.

Additionally, our annual budget is fixed at \$350,000.00 which does not provide for annual salary pay increases of our staff. This budget constraint limits the starting salary for the Coordinator's position made necessary to provide w sufficient funds to support other program functions.

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 Inspector I	100	48359	\$48,359.00	\$48,359.00	\$0.00
MCSAP Inspector II	100	16790	\$16,790.00	\$16,790.00	\$0.00
DMV Administrator	100	6428	\$6,428.00	\$6,428.00	\$0.00
Sub-Total Fringe Benefits			\$71,577.00	\$71,577.00	\$0.00

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

Listed below is a breakdown and calculation formula for fringe benefits for Guam's MCSAP personnel.

Position No.	Salary	Retirement salary x 28.16%	Retirement DDI 19.01 x 26 PPE	Medicare 1.45% x salary	Life	Medical Ins	Dental Ins.	Total Benefits
2501	33,196	4,785	247	493	89	702	112	6,428
9178	31,076	8,751	495	451	178	6,511	404	16,790
9180	0							
0810	28,595	8,052	495	415	178	6,511	404	16,055
9208	28,595	8,052	495	415	178	1,404	224	10,768
9001	28,595	8,052	495	415	178	1,404	224	10,768
0800	28,595	8,052	495	415	178	1,465	224	10,768
0812	0	0	0	0	0	0	0	0
		45,744	2,722	2,604	979	17,997	1,592	71,577
Note: Position 2501 is based at 50%.								

Position No./Position Title

2501 - DMV Administrator

9178 - MCSAP Inspector II (Vacant funded)

9180 - MCSAP Inspector II (Vacant not funded)

0810 - MCSAP Inspector I

9208 - MCSAP Inspector I

9001 - MCSAP Inspector I

0800 - MCSAP Inspector I (Vacant funded)

0812 - MCSAP Inspector I (Vacant not funded)

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	1	4	\$3,500.00	\$3,500.00	\$0.00
CR TRAINING	1	13	\$6,900.00	\$6,900.00	\$0.00
NAS TRAINING	1	13	\$6,900.00	\$6,900.00	\$0.00
PV TRAINING	1	5	\$3,300.00	\$3,300.00	\$0.00
HM TRAINING	1	13	\$6,900.00	\$6,900.00	\$0.00
Sub-Total Travel			\$27,500.00	\$27,500.00	\$0.00

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

The travel cost is based on the average air fare and lodging expense for one traveler to attend the following planning meeting/training:

1. Pacific Rim Planning Meeting (i.e. \$2500.00 airfare + \$1000.00 for 5 day per diem = \$3500.00).
2. CR Training Course (i.e. \$1800.00 airfare + \$3900.00 per diem + \$1200.00 car rental for 13 days = \$6900.00).
3. NAS Parts A & B training for new recruit (i.e. \$1800.00 airfare + \$3900.00 per diem + \$1200.00 car rental for 13 days = \$6900.00)
4. PV Training for new recruit (i.e. \$1800.00 airfare + \$1200.00 per diem + \$300.00 car rental for 4 car rental)
5. HM/Cargo Tank & Bulk packaging training for new recruit (i.e. \$1800.00 airfare + \$1200.00 car rental for 13 days = \$6900.00)

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
Equipment	0	\$0.00	\$0.00	\$0.00	\$0.00
Sub-Total Equipment			\$0.00	\$0.00	\$0.00

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

No funding appropriated for equipment.

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
Ink cartridges	60	box	\$20.14	\$1,208.40	\$1,208.40	\$0.00
MCSAP Inspection Decals	1800	box	\$0.50	\$900.00	\$900.00	\$0.00
Out-of-Service Decals	500	box	\$0.60	\$300.00	\$300.00	\$0.00
Portable printers	5	box	\$200.00	\$1,000.00	\$1,000.00	\$0.00
Uniforms	5	set of 5	\$600.00	\$3,000.00	\$3,000.00	\$0.00
Sub-Total Supplies				\$6,408.40	\$6,408.40	\$0.00

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

1. Cost for ink cartridge: MCSAP units average 1 cartridges per month. 5 printers x 12 months = 60 cartridges @ \$1208.40
2. Cost of Uniforms: inclusive of 5 sets of BDU's per inspector, 1 belt, 1 safety shoes averages \$750 per inspector (5 inspectors x \$750 = \$3750.00)
3. Portable printers - average cost for replacement \$200 x 5 = \$900.00
4. Out-of-service decals - average cost at .60 cents per decal x 500 for one years supply = \$300.00
5. MCSAP Inspection decals - average cost at .50 cents per decal. Decal supply to support 4 quarters at 450 decals per quarter (450 decals x 4 quarter = 1800 decals annually @ \$900.00)

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
Office Space Rental	\$15,206.64	\$15,206.64	\$0.00
IT Technical Support Services	\$4,700.00	\$4,700.00	\$0.00
Communication	\$2,738.88	\$2,738.88	\$0.00
Sub-Total Contractual	\$22,645.52	\$22,645.52	\$0.00

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

- IT Technical Support Services: The amount is based on the scope of work agreed between DRT/MCSAP and the vendor during the initial procurement process which include the following:

- Maintain baseline configuration for up to one server and eight laptops including hardware software and connectivity networking requirements for 12 month.
- Provide local area networking and general connectivity support for connection via VPN to extenal FMCSA site.
- Provide technical support an install updates for FMCSA applications
- Coordinate with FMCSA helpdesk and vendor for updates and patches
- Assist with updates and patches to window operating systems and anti-virus programs.

- Office space rental is based at \$1,267.22 (per month) x 12 months = \$15,206.64 per year

The formula to calculate monthly rate is base on the fair market value per square foot occupied by

MCSAP which is 777.44 sq/ft x \$1.63 per sq/ft.

- Communication estimated cost for phone lines and internet connection \$228.24 x 12 months =\$2,738.88

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	\$8,915.77	\$8,915.77	\$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
Fuel cost	3	Gallons	\$6,232.50	\$18,697.50	\$18,697.49	\$0.00
Maintenance of vehicles	3	Requisition	\$3,427.67	\$10,283.01	\$10,283.02	\$0.00
CVSA Membership	1	Annual	\$5,300.00	\$5,300.00	\$5,300.00	\$0.00
Sub-Total Other Costs				\$34,280.51	\$34,280.51	\$0.00

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

1. Fuel cost: estimated at \$6,232.50 x 3 (number of MCSAP vehicles) = \$18,697.49
2. Maintenance of vehicles: average cost for vehicle maintenance \$3,427.67 x 3 MCSAP vehicles = \$10,283.02 (cost includes general maintenance, oil change, tune up, full A/C service, brake maintenance, and tire replacement for three vehicles)
3. CVSA Membership based on an annual flat rate established for government entities.

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
MCSAP Inspector I	\$114,400.00	\$114,400.00	\$0.00
MCSAP Inspector II	\$31,076.00	\$31,076.00	\$0.00
DMV Administrator	\$33,196.80	\$33,196.80	\$0.00
Subtotal for Personnel	\$178,672.80	\$178,672.80	\$0.00

Fringe Benefit Costs (Health, Life Insurance, Retirement, etc.)			
	100% Federal Share	Total Grant Expenditures	Planned MOE Expenditures
MCSAP Inspector I	\$48,359.00	\$48,359.00	\$0.00
MCSAP Inspector II	\$16,790.00	\$16,790.00	\$0.00
DMV Administrator	\$6,428.00	\$6,428.00	\$0.00
Subtotal for Fringe Benefits	\$71,577.00	\$71,577.00	\$0.00

Program Travel			
	100% Federal Share	Total Grant Expenditures	Planned MOE Expenditures
PACIFIC RIM PLANNING MEETING	\$3,500.00	\$3,500.00	\$0.00
CR TRAINING	\$6,900.00	\$6,900.00	\$0.00
NAS TRAINING	\$6,900.00	\$6,900.00	\$0.00
PV TRAINING	\$3,300.00	\$3,300.00	\$0.00
HM TRAINING	\$6,900.00	\$6,900.00	\$0.00
Subtotal for Program Travel	\$27,500.00	\$27,500.00	\$0.00

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

Supplies			
	100% Federal Share	Total Grant Expenditures	Planned MOE Expenditures
Ink cartridges	\$1,208.40	\$1,208.40	\$0.00
MCSAP Inspection Decals	\$900.00	\$900.00	\$0.00
Out-of-Service Decals	\$300.00	\$300.00	\$0.00
Portable printers	\$1,000.00	\$1,000.00	\$0.00
Uniforms	\$3,000.00	\$3,000.00	\$0.00
Subtotal for Supplies	\$6,408.40	\$6,408.40	\$0.00

Contractual (Subgrantees, Consultant Services, etc.)			
	100% Federal Share	Total Grant Expenditures	Planned MOE Expenditures
Office Space Rental	\$15,206.64	\$15,206.64	\$0.00
IT Technical Support Services	\$4,700.00	\$4,700.00	\$0.00
Communication	\$2,738.88	\$2,738.88	\$0.00
Subtotal for Contractual	\$22,645.52	\$22,645.52	\$0.00

Other Expenses			
	100% Federal Share	Total Grant Expenditures	Planned MOE Expenditures
Fuel cost	\$18,697.49	\$18,697.49	\$0.00
Maintenance of vehicles	\$10,283.02	\$10,283.02	\$0.00
CVSA Membershp	\$5,300.00	\$5,300.00	\$0.00
Subtotal for Other Expenses including Training & Conferences	\$34,280.51	\$34,280.51	\$0.00

Total Costs			
	100% Federal Share	Total Grant Expenditures	Planned MOE Expenditures
Subtotal for Direct Costs	\$341,084.23	\$341,084.23	\$0.00
Indirect Cost	\$8,915.77	\$8,915.77	\$0.00
Total Costs Budgeted	\$350,000.00	\$350,000.00	\$0.00