

NORTHERN MARIANAS

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

Date of Approval: Jan 10, 2017

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.

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

The overall goal of the CNMI Motor Carrier Safety Assistance Program (MCSAP) is to maintain a zero fatality rate through 2018, by sustaining the safe transportation of passengers and goods on our highways. Through coordinated efforts with State and Industry Organizations, we aim to maintain the reduction of fatalities, injuries, property damages, and Hazardous Material incidents.

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 Motor Carrier Safety Assistance Program (MCSAP) reporting responsibility falls under two separate sections of the CNMI Department of Public Safety (DPS): Division of Administration and General Support (DAGS) and the Commonwealth State Police (CSP). DAGS is responsible for the administrative portion of the program while the Police Division handles the enforcement component. The administrative personnel consist of the Planner I/Program Manager [REDACTED], and an Administrative Assistant [REDACTED]. Enforcement personnel include Police Sergeant [REDACTED], Police Officer III [REDACTED], Police Officer I [REDACTED]; and Police Officer I [REDACTED].

Federally funded personnel include the following: Police Sergeant [REDACTED], Police Officer III [REDACTED], Police Officer I [REDACTED]; and an Administrative Assistant [REDACTED].

The remaining personnel are funded locally. A new Planner I [REDACTED] was assigned to the MCSAP Program and will dedicate 75% of her time to the program. In addition, the Commissioner of DPS will dedicate 5% of his time to the program to ensure that the program is being used to its full capabilities.

The CNMI will certify at least semi-annually that all personnel who are 100% dedicated to the program remain acting in such capacity.

Enforcement personnel are currently certified or have maintained certification on the North American Standard, Passenger Vehicle, Hazardous Materials, and Cargo Tank.

Participating Agency	Column A Number of Certified CMV Inspectors (Non-Sworn)	Column B Number of Certified CMV Officers (Sworn)	Column C Number of Officers in Column B supported by MCSAP Funds
CNMI Department of Public Safety	0	6	3
Total	0	6	3

As of July 29, 2016, there are only six (6) Certified CMV Officers who are sworn. The CNMI DPS Police Academy is scheduled for swearing in of Police Officers on August 01, 2016. One of the newly graduated cadets will be assigned to MCSAP and he will attend the NAS A & B training to become CMV certified.

Additionally, the CNMI DPS is planning to add one more police officer to the MCSAP program who will need to be NAS A & B certified. This officer will be funded 100% locally and his/her salary will be used toward the MOE.

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

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:

There is no activity scheduled to enforce 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. In addition, because the definition in 49 CFR 390.3 of "State" and "interstate transportation" does not include the Territories, investigations will never result in any ratings. Out of service orders would therefore only be issued for failure to pay a penalty, which does not apply to intrastate operations. **Operating Authority (49 CFR 350.201(t) (1) does not apply in the CNMI.**

Activities to cooperate in the enforcement of financial responsibility requirements have been adopted by the State. 49 CFR Part 387 will commence upon inspectors successfully completing the Compliance Review Training on January 30, 2017 (Hawaii) and the initial implementation of the Compliance Review Program in the CNMI.

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
10/01/2014	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
10/01/2010	09/30/2011	0	0	0

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

Based on the department's Crash Record System from fiscal years 2011-2015, the data above shows no reported fatalities through the years. Data Capture Date: July 22, 2016

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

The program continues to remain committed in maintaining a zero fatality rate in the CNMI. Activities such as Strike Force operations, Traffic enforcement, and educational strategies have helped in maintaining the safety of all motorists. The program will use the same foundation to ensure the same results for the future.

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
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
10/01/2010	09/30/2011	0	0	0

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

The State Motorcoach/Passenger Fatality reduction goal data are based on information from fiscal years 2011 to 2015. These figures were taken from the department's Crash Records System. Data Capture Date: July 22, 2016

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

The program has maintained a zero fatality rate for Motorcoach/Passenger fatalities. This outcome is a result of enforcement and educational activities performed by enforcement personnel. The program remains committed in maintaining this rate by continuing similar efforts, and by providing its personnel with skills training opportunities available in relation to motor coach safety.

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
10/01/2014	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
10/01/2010	09/30/2011	0	0	0

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

The State Hazardous Materials Fatality reduction goal data are based on information from fiscal years 2011 to 2015. These figures were extracted from the department's Crash Records System. Data Capture Date: July 22, 2016

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

The program considers the great danger that the transportation of hazardous materials pose, which is why we will continue with our exceptional efforts to maintain a zero fatality rate. This rate is a result of thorough inspections, educational activities through formal presentations, and simple encounters on the highway. Another way the program will maintain a zero fatality rate, would be to have more of its personnel certified in the area of HM.

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		
10/01/2014	09/30/2015	0	0
10/01/2013	09/30/2014	6	6
10/01/2012	09/30/2013	2	2
10/01/2011	09/30/2012	34	34
10/01/2010	09/30/2011	24	24



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:

Traffic enforcement data from fiscal years 2011 to 2015 are based on data gathered through our local SafetyNet system. Data Capture Date: July 22, 2016 Historical data showing zero CMV Traffic Enforcement Stops in FY 2015 was attributed to the CNMI getting ravaged by Super Typhoon Soudelor. Personnel were assigned to recovery efforts due to the extensive damages caused by this super typhoon.

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 educational events each month pertaining to safe driving practices and FMCSR compliance in FY 2016.

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

Two educational events every quarter will be conducted relating to safe driving practices and FMCSR compliance.

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

Public education remains as one of the program's top priorities. For the first three quarters, enforcement personnel have conducted a total of 17 educational activities for fiscal year 2016. This number will increase as we close out the last quarter of the fiscal year. Enforcement personnel have also made it a practice to educate drivers in every roadside inspection or roadside encounter.

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

No difficulties, problems, or obstacles encountered during these activities.

Activity #2

Activity: Describe Outreach and Education activity conducted:

Perform educational and outreach activities at school presentations, carrier presentations, Strike Force, traffic enforcement, etc. in FY 2016.

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

6 educational and outreach activities are to be performed every quarter in FY 2016 at various school presentations, carrier presentations, Strike Force, traffic enforcement, etc.

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

Aside from driver education, the program believes that the general public should be aware of the dangers associated with commercial motor vehicles. Enforcement personnel have extended their efforts to various schools, carrier facilities, community events, and departmental events. At the end of the third quarter of fiscal year 2016, enforcement personnel have successfully conducted 17 educational activities. The program plans on conducting more of the same activities towards the end of the fiscal year.

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

No difficulties, problems, or obstacles encountered during these activities.

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.**

CNMI MCSAP aims to achieve a 91% commercial motor vehicle seat belt usage rate by year 2017. The program is to conduct a CMV Seat Belt Survey at high traffic corridors and capture data on the usage rate.

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

The program is to conduct a commercial motor vehicle seat belt survey. Achieve a CMV usage rate goal of 91% by fiscal year 2017.

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

No year to date progress have been recorded for FY 2016 as of this time. The program is still in the 3rd quarter of FY 2016 and a CMV Seat Belt Survey is scheduled for September 2016). Outcome of survey will be forthcoming.

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

No difficulties in achieving State Specific Objective as personnel await scheduled CMV Seat Belt Survey in September of 2016.

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:

The CNMI MCSAP continues to maintain a zero commercial motor vehicle (cmv) fatality rate between calendar years 2011-015. Although the program remains upbeat on keeping the fatality rate at zero, the program has seen an increase in non-fatal cmv crashes. These reports generated by the departments' Crash Record System on October 05, 2016 show an increase of non-fatal cmv crashes from fiscal years 2012-2015. The breakdown is as follows:

Crash Year	Total (All)	CMVs (Only)	Percent CMVs
2012	275	20	7%
2013	1137	87	8%
2014	1403	89	6%
2015	1716	98	6%
2016*	1446	88	6%
TOTAL	5977	382	6%

**denotes semi-annual data based on calendar year 2016 (includes all CMV reportable crashes).*

In order to achieve the non-fatal cmv crash reduction goal for 2017, the number of non-fatal CMV crash reduction is targeted at 20% from previous year total. Continued enforcement and education activities will help facilitate program efforts on reducing the number of non-fatal cmv crashes.

Enter Data Source Capture Date:

07/22/2016

Enter Data Source:

Data was extracted from the departments' Crash Record System.

Enter Crash Reduction Goal

MCSAP will strive to achieve its goal of reducing commercial motor vehicle non-fatal cmv crash rates by 20% in fiscal year 2017.

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.

Crash reduction is a culminating effect of MCSAP inspections, traffic enforcement, and educational activities. All efforts towards conducting inspections, enforcement, and public education will directly influence the rate of crashes. Specifically targeting its goal to reduce **non-fatal cmv** crash rates, enforcement personnel will be assigned to high traffic areas indicated by Department of Public Works (Highway Division) for exposure and enforcement. Activities will include:

1. Driver/vehicle inspections
2. Traffic enforcement
3. Public education

Parallel to its efforts on other safety goals, MCSAP will monitor and evaluate **non-fatal cmv** crash data from the department's Crash Records System (CRS). Alarming **non-fatal cmv** crash rates may warrant more aggressive enforcement efforts.

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.

The CNMI will strive to meet the following goals for the three program activities identified:

1. Driver/vehicle inspections (the goal is to conduct **2220** evenly distributed random inspections per year as outlined in Table 4.1);
2. Traffic enforcement (the goal is to perform two speed enforcement selective and two seat belt enforcement selective per month);
3. Public education (the goal is to conduct two educational outreach events per month related to safe driving practices and FMCSR compliance).

The number of inspections and traffic enforcement activities directly relating to crash reduction will be reported through performance progress reports.

Every month, the CNMI will monitor and evaluate the effectiveness of its CMV Crash Reduction Goal by evaluating the data element - Crash Data - from the department's Crash Records System (CRS). Crash data from CRS will be utilized to determine commonalities such as type of crash, location,

and cause. A data analysis identifying common factors and a comparative analysis of current data against baseline data will serve as a gauge of the effectiveness of crash reduction efforts and interventions. Based on identified crash factors, an appropriate course of action will be implemented. The evaluation of crash data from CRS will be used as part of an ongoing needs-assessment and data evaluation. Any noted trends in the data analysis will provide basis for prevention, education, and enforcement efforts. As such, the implementation of an effective crash reduction approach will be significantly reliant on data analysis and evaluation. The crash data will be monitored monthly by the program coordinator and enforcement personnel to assess progress towards meeting the goal.

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:

CNMI MCSAP does not have an SSDQ rating in A&I.

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	178
PRISM	Not Active	No
SSDQ	Not Active	178

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.

The CNMI will evaluate options for "PRISM" participation or equivalent program activity during FY 2017 in order to comply with the FAST Act requirements prior to October 01, 2020. In order to fulfill PRISM compliance, the program must take the necessary steps in implementing this activity.

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.

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.

The CNMI MSCAP office will purchase a router that will be in compliance with the FMCSA cloud migration. Currently, the CNMI uploads data through a temporary VPN in order to upload data to the Safer MCMIS system. With the purchase of the router, the CNMI will be able to upload directly to the cloud system and be in compliance with FMCSA cloud migration.

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.

Seat Belt Safety Improvement

Problem Statement Narrative: Describe problem identified by performance data.

MCSAP continues to monitor progress of commercial motor vehicle seat belt usage as percentages have increased yearly since 2009. As the data has shown an encouraging trend, the program continues to conduct aggressive seat belt enforcement and awareness activities. In FY 2014, enforcement personnel surveyed a total of 325 CMV operators at high traffic areas in the CNMI. Analysis of the figures indicated 91.38% of commercial motor vehicle operators were properly restrained. Although it is the programs hope that all CMV operators are wearing seat belts at all times, it is realistic to maintain a 91% CMV seat belt usage rate goal by 2017. Due to the CNMI's recovery efforts from Typhoon Soudelor, no survey was conducted for fiscal year 2015. Although no survey was conducted, CMV operator seatbelt usage is still being monitored on high traffic areas. The program's goal for 2017, to maintain a 91% CMV seat belt usage looks promising based on CMV operators observed wearing their seat belts during inspections

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

MCSAP personnel will survey 325 CMV operators at high traffic areas to determine seat belt usage. The program aims to maintain a 91% seat belt usage rate in 2017.

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).

Data gathered by enforcement personnel indicates a significant percentage of seat belt usage. The program aims to continue increasing rates until 91% seat belt usage is attained in FY 2017. MCSAP personnel will conduct seat belt enforcement activities and awareness including surveying CMV operators. Action taken for operators failing to wear seat belts will be documented and data collected will be reviewed for program improvement efforts.

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.

A survey will be conducted during the 4th quarter of each year. Results of the surveys conducted with CMV operators will be recorded to determine seat belt usage rates. The analysis of this data will determine if the program will be successful in maintaining 91% seat belt usage rate each year until FY 2017. The number of citations issued for seat belt violations and number of inspections indicating seat belt violations will be recorded in local SafetyNet and evaluated for effectiveness of strategy.

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.

The program believes that random roadside inspections and education are the foundation of the MCSAP program. It has been proven by data from traffic reports and traffic studies from past years. The program aims to continue its efforts in maintaining a zero fatality rate by maximizing its personnel with the knowledge and skills needed to perform in the field. Due to an increase in tourist arrivals in the CNMI, an increase in the number of passenger vehicles has also been seen. The program aims to send two of its personnel to certify in the Passenger Vehicle Inspection Course. This will increase the program's capacity to conduct the necessary inspections. The program will also conduct inspections on Tinian and Rota twice within the fiscal year and will be over a period of two days each time. Each inspection activity will include two enforcement personnel. Inspections will include roadside inspections and terminal inspections.

Inspections conducted on Saipan have become more difficult, having an increase of commercial vehicles on our highways each year. To ensure that all commercial motor vehicles are in compliance with safety regulations, personnel will perform regular inspections (Level I, II, III) during normal working hours and off-peak hours at various locations on Saipan. Inspections will include non-hazmat, hazmat, and passenger carriers. Off-peak inspection hours are not within the normal working hours of enforcement personnel, so overtime (OT) is necessary in accomplishing this goal. A total of 3 enforcement personnel will take part in this activity, making 16 hours per month, per person, for a total of 192 hours for the fiscal year. The grand total of overtime hours will amount to 576. **Overtime hours will be strictly monitored to ensure it is used appropriately and will be paid locally and used to meet the MOE.**

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: NORTHERN MARIANAS DEPT OF PUBLIC SAFETY

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

FY 2017 Driver/Vehicle Inspection Goals					
	Estimated Performance Goal				
Inspection Level	Non-Hazmat	Hazmat	Passenger	Total	Percentage by Level
Level 1	935	20	90	1045	47.07%
Level 2	230	20	200	450	20.27%
Level 3	365	0	310	675	30.41%
Level 4	0	0	0	0	0.00%
Level 5			50	50	2.25%
Level 6	0	0	0	0	0.00%
Sub-Total Lead Agency	1530	40	650	2220	

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: NONE

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

FY 2017 Driver/Vehicle Inspection Goals					
Inspection Level	Estimated Performance Goal				Percentage by Level
	Non-Hazmat	Hazmat	Passenger	Total	
Level 1	0	0	0	0	%
Level 2	0	0	0	0	%
Level 3	0	0	0	0	%
Level 4	0	0	0	0	%
Level 5	0	0	0	0	%
Level 6	0	0	0	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: NORTHERN MARIANAS DEPT OF PUBLIC SAFETY					
# certified officers: 6					
Funded Agencies: NONE					
# 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	935	20	90	1045	47.07%
Level 2	230	20	200	450	20.27%
Level 3	365	0	310	675	30.41%
Level 4	0	0	0	0	0.00%
Level 5	0	0	50	50	2.25%
Level 6	0	0	0	0	0.00%
Total ALL Agencies	1530	40	650	2220	

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

Note: (1) The 860 TE inspections is inclusive in the overall performance goal. (2) The projected activity target from previous year were not met due to numerous reasons; one personnel reassigned to another section and 2 personnel resigning from the Department. Currently, DPS management are working on filling up these vacant position.

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.

For fiscal year 2017, MCSAP personnel will continue to conduct enforcement activities geared towards minimizing speeding concerns regarding all Commercial Motor Vehicles (CMV). All traffic enforcement activities will be conducted upon CMV traffic stops and will be accompanied by an inspection. This effort will be focused primarily on increased speed monitoring on high traffic corridors, concentrating mostly on vulnerable areas where speed citations were issued from the previous year as indicated in the data. In addition, other efforts such as random speed checks and off peak enforcement will be conducted as a means to deterring aggressive drivers and identifying drivers who are under the influence of any drugs or alcohol. MCSAP enforcement officers will be assigned to high traffic corridors for high visibility traffic enforcement at least three times weekly during high peak traffic hours in order to alleviate any traffic accidents and aggressive driving in these identified corridors. Systematically, MCSAP enforcement officers will also set up for speed enforcement and deterrence. All traffic enforcement activities will include CMV inspections. Additional components for traffic enforcement include driver credentials, seat belt usage and safe driver operations. Safe driver operations will consist of educating and citing CMV operators on texting while driving and/or cell phone usage. Currently, there hasn't been any recorded traffic data on texting while driving. Despite the absence of verifiable data, the program finds it important to maintain this specific goal as its impact relating to accidents is highly reported in other regions. **With an increase in personnel and inspection goals for FY 2017, the program will also be boosting its efforts on Traffic Enforcement (TE) activities. The number of CMVs traveling on our highways have gone up and are constantly moving on our highways. With that, the program has set a 430 TE with an inspection activity goal and not intended to be a quota. These activities are to ensure that CMV operators are in compliance of the FMCSRs and FHMRs and mainly accomplished through Level II and III inspections.**

In addition to traffic enforcement efforts conducted during officers' normal assigned shifts, the CNMI will conduct overtime based on traffic enforcement activities in an effort to further expand its ability to address CMV traffic infractions during off-peak hours. These activities will be conducted during the evenings, early mornings, and weekends within high traffic corridors to ensure high level exposure and reach a wider population in these areas. The goal of this activity will help achieve program goal of reducing commercial motor vehicle crash rates by 20% in fiscal year 2017. Three FTE MCSAP funded enforcement personnel will conduct a total of at least eight traffic enforcement activities per month. Overtime is estimated at 16 hours per month per person, for a total of 192 hours during the fiscal year for each enforcement personnel. Three enforcement personnel are anticipated to accumulate a grand total of 576 funded overtime hours. Estimated overtime hours for traffic enforcement is calculated based on the approximate duration of Level II, or III inspections. In addition, overtime hours will be strictly monitored to ensure it is used appropriately. The CNMI will only seek reimbursement for OT expended as outlined in this plan. Four FTE locally funded enforcement personnel will also conduct a total of at least 8 traffic enforcement activities per month. Overtime is estimated at 16 hours per month per person, for a total of 256 hours during the fiscal year for each enforcement personnel. Four enforcement personnel are anticipated to accumulate a grand total of 1,024 unfunded overtime hours. Estimated overtime hours for traffic enforcement is calculated based on the approximate duration of Level II, or III inspections. In addition, overtime hours will be strictly monitored to ensure it is used appropriately.

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	430
<input type="radio"/>	<input checked="" type="radio"/>	CMV without Inspection	
<input type="radio"/>	<input checked="" type="radio"/>	Non-CMV	
<input checked="" type="radio"/>	<input type="radio"/>	Comprehensive and high visibility in high risk locations and corridors (special enforcement details)	78

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

A carrier intervention is one of the goals that CNMI MCSAP is in need, after a decade of not having a certified Safety Investigator. With no carrier interventions achieved, motor carriers need to be monitored to determine if they are in compliance with the federal requirements. Due to unforeseen circumstances, the program has not been able to conduct any carrier interventions. [REDACTED] has resigned from the Department and at the present time the program has only one Compliance Review officer [REDACTED] who has not maintained Compliance Review (CR) certification. In 2017, [REDACTED] and [REDACTED] will be attending the CR training in Honolulu, Hawaii on January 30. Upon completion of the training, both officers will be on On the Job Training with Hawaii personnel.

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.

Upon completion of the CR training and the On the Job Training, the Safety Investigators will conduct 12 carrier interventions with carriers. These interventions will ensure carriers to comply with federal requirements. All CSA interventions will be conducted according to FMCSA Hawaii Division assignments. Additional CSA reviews will be conducted as assigned by FMCSA HI Division.

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).

The Safety Investigators will conduct 12 carrier interventions (non-rated reviews) in FY 2017. These include both Non-HM and Passenger reviews as outlined in the FY 2017 Carrier Investigation Estimates table.

|

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		6
Passenger		6
HM		0
Rated and Non-rated Reviews (Excludes CSA & SCRs) Total	0	12
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	12

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

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.:

The program has observed the effectiveness of public education and awareness through the consistent zero commercial motor vehicle fatal crashes for the past years. The efforts put out by CNMI MCSAP have been proven successful. Public education efforts have been aimed at increasing CMV operators' and the general public's awareness of proper road safety guidelines. Other efforts have also been implemented by extending the awareness to younger drivers by conducting presentations at various schools, community events, and departmental events. Personnel will disseminate educational materials (brochures, etc...) at these events. CNMI MCSAP will continue to purchase items to promote national safety campaigns such as "No Zone", "Be Ready Be Buckled", and "Share the Road Safely". Educational and outreach activities will focus on increasing knowledge and awareness of road safety guidelines.

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	12
<input checked="" type="radio"/>	<input type="radio"/>	CMV Safety Belt Education and Outreach	12
<input type="radio"/>	<input checked="" type="radio"/>	State Trucking Association Meetings	
<input type="radio"/>	<input checked="" type="radio"/>	State-sponsored outreach events	
<input checked="" type="radio"/>	<input type="radio"/>	Local educational safety events	24
<input type="radio"/>	<input checked="" type="radio"/>	Teen safety events	

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

Educational and outreach activities will include school and carrier presentations and dissemination of outreach & educational materials during inspections and operations, presentations, and community activities (2 events per month for a total of 6 per quarter or 24 for the year). **Inclusive of this will be one (1) newspaper ad and one (1) radio spot that will be issued once per quarter for FY 2017.** MCSAP will design and disseminate materials promoting road safety. These outreach & educational materials will include brochures, etc. to be used to promote safety events. No giveaways will be distributed. MCSAP plans to maximize its outreach efforts by utilizing the media sources. The program plans to print road safety campaign ads in the local newspapers as well as conduct brief promotional radio ads. To maximize opportunities for industry wide inclusion, many carrier outreach activities occur beyond the regular working hours and are frequently scheduled during the weekend. The program will utilize three MCSAP funded personnel who will each conduct two, 2-hour classes per month on an overtime basis. Target attendance for each class is 20 people. The targeted number of attendees for the year is 1,440. Overtime hours are estimated at four hours per month for each personnel. With each personnel accumulating 48 overtime hours per year, for a grand total of 144 funded OT hours over the year. Overtime hours will be monitored to ensure it is used appropriately. The CNMI will only seek reimbursement for OT expended as outlined in this plan. The program will also utilize **three** locally funded personnel who will each conduct two 2-hour classes per month on an overtime basis. Target attendance for each class is 20 people. The targeted number of attendees for the year is 1,440. Overtime hours are estimated at four hours per month for each personnel. With each personnel accumulating 48 overtime hours per year, for a grand total of 144 unfunded OT hours over the year. Overtime hours will be monitored to ensure it is used appropriately.

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):

The program activity will be measured through the number of activities conducted and number of promotional materials (brochures, etc...) distributed.

MCSAP aims to purchase and distribute five hundred (500) outreach materials each quarter to promote education and awareness at outreach activities. Enforcement personnel are to achieve three (6) Educational & Outreach activities every quarter during regular shifts. Example activities to be performed include school presentations, carrier presentations, Strike Force, traffic enforcement, etc. In addition, printing of road safety campaign ads in local newspapers and promotional radio ads will be done once a month. Overtime will be monitored to ensure that overtime activity plans are met.

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
Police Sergeant ██████████	1	100	2080	15.27	\$31,761.60	\$31,757.68	\$0.00
Police Sergeant ██████████					\$0.00	\$0.00	\$0.00
Police Sergeant ██████████					\$0.00	\$0.00	\$0.00
Police Sergeant ██████████					\$0.00	\$0.00	\$0.00
Police Officer 3 ██████████	1	100	2080	10.86	\$22,588.80	\$22,576.96	\$0.00
Police Officer 3 ██████████					\$0.00	\$0.00	\$0.00
Police Officer 3 ██████████					\$0.00	\$0.00	\$0.00
Police Officer 3 ██████████					\$0.00	\$0.00	\$0.00
Police Officer 1 ██████████	1	100	2080	8.01	\$16,660.80	\$16,651.51	\$0.00
Police Officer 1 ██████████					\$0.00	\$0.00	\$0.00
Police Officer 1 ██████████					\$0.00	\$0.00	\$0.00
Admin. Assistant ██████████	1	100	2080	11.82	\$24,585.60	\$24,584.23	\$0.00
Admin. Assistant ██████████					\$0.00	\$0.00	\$0.00
Admin. Assistant ██████████					\$0.00	\$0.00	\$0.00
Admin. Assistant ██████████					\$0.00	\$0.00	\$0.00
Police Officer 3 ██████████	1	100	2080	10.86	\$22,588.80	\$0.00	\$22,576.96
Police Officer 3 ██████████					\$0.00	\$0.00	\$0.00
Police Officer 3 ██████████					\$0.00	\$0.00	\$0.00
Police Officer 3 ██████████					\$0.00	\$0.00	\$0.00
Police Officer 2 ██████████	1	100	2080	9.38	\$19,510.40	\$0.00	\$19,511.46
Police Officer 2 ██████████					\$0.00	\$0.00	\$0.00
Police Officer 2 ██████████					\$0.00	\$0.00	\$0.00
Police Officer 2 ██████████					\$0.00	\$0.00	\$0.00
Police Officer 2 ██████████	1	100	2080	9.38	\$19,510.40	\$0.00	\$19,511.46

Police Officer 2 [REDACTED]					\$0.00	\$0.00	\$0.00
Police Officer 2 [REDACTED]					\$0.00	\$0.00	\$0.00
Police Officer 2 [REDACTED]					\$0.00	\$0.00	\$0.00
Police Officer 2 [REDACTED]	1	100	2080	9.38	\$19,510.40	\$0.00	\$19,511.46
Police Officer 2 [REDACTED]					\$0.00	\$0.00	\$0.00
Police Officer 2 [REDACTED]					\$0.00	\$0.00	\$0.00
Police Officer 2 [REDACTED]					\$0.00	\$0.00	\$0.00
Police Officer 2 [REDACTED]	1	100	2080	9.38	\$19,510.40	\$0.00	\$19,511.46
Police Officer 2 [REDACTED]					\$0.00	\$0.00	\$0.00
Police Officer 2 [REDACTED]					\$0.00	\$0.00	\$0.00
Police Officer 2 [REDACTED]					\$0.00	\$0.00	\$0.00
Criminal Justice Planner [REDACTED]	1	75	2080	14.42	\$22,495.20	\$0.00	\$22,500.00
Criminal Justice Planner [REDACTED]					\$0.00	\$0.00	\$0.00
Criminal Justice Planner [REDACTED]					\$0.00	\$0.00	\$0.00
Criminal Justice Planner [REDACTED]					\$0.00	\$0.00	\$0.00
Commissioner [REDACTED]	1	5	2080	25.96	\$2,699.84	\$0.00	\$2,700.00
Commissioner [REDACTED]					\$0.00	\$0.00	\$0.00
Commissioner [REDACTED]					\$0.00	\$0.00	\$0.00
Commissioner [REDACTED]					\$0.00	\$0.00	\$0.00
Sub-Total Salary					\$221,422.24	\$95,570.38	\$125,822.80
Overtime Information							
Overtime		100	2080		\$0.00	\$0.00	\$0.00
Sub-Total Overtime					\$0.00	\$0.00	\$0.00

TOTAL PERSONNEL					\$221,422.24	\$95,570.38	\$125,822.80
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Enter detailed explanation of how you came up with the personnel costs:

The CNMI has four (4) federally funded Full-Time Employees (FTEs) who are 100% dedicated to the program. The 4 FTE's base salaries, estimated holiday pay and estimated overtime costs are calculated into the total personnel cost. The holiday pay calculation is based on the estimated number of holidays in fiscal year 2016, and based on planned activities outlined in the CVSP. MCSAP also has five (5) 100% dedicated enforcement officers who are funded through a CNMI local government account.

Additionally, the Division of Administration and General Support (DAGS) includes a Criminal Justice Planner I who falls under the program (75% MCSAP dedicated). DAGS will only be billed by the actual time spent on MCSAP activities using personnel activity reports. The Commissioner of DPS (5% MCSAP dedicated) will ensure the effectiveness and efficiency of the program by holding weekly meetings with the Program Manager to provide him an update of the program's progress and address any issues that may arise throughout the grant duration. These locally funded employees, whose salaries, holiday pay, and fringe benefits are included in the Eligible Administrative Personnel Expenses; and are part of the Maintenance of Effort.

Employees who are federally funded under MCSAP are Police Sergeant [REDACTED] Police Officer III [REDACTED] Police Officer I [REDACTED] and Administrative Assistant [REDACTED]. Locally funded employees are Police Officer III [REDACTED] Police Officer II [REDACTED] and [REDACTED] Criminal Justice Planner I [REDACTED] and DPS Commissioner [REDACTED].

Note: The CNMI has approved a reallocation for enforcement officers and administrative employees. Therefore, the salaries for Officer [REDACTED] (reallocation to Lieutenant) and Admin. Assistant [REDACTED] (reallocation to Administrative Specialist I) have been adjusted accordingly.

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
Basic Funded Overtime*	0	0	\$0.00	\$0.00	\$0.00
Police Sergeant [REDACTED]	1.45	31757.68	\$460.49	\$460.49	\$0.00
Police Sergeant [REDACTED]	1.45	31757.68	\$460.49	\$460.49	\$0.00
Police Sergeant [REDACTED]	6.20	31757.68	\$1,968.98	\$1,968.98	\$0.00
Police Officer 3 [REDACTED]	1.45	22576.96	\$327.37	\$327.37	\$0.00
Police Officer 3 [REDACTED]	1.45	22576.96	\$327.37	\$327.37	\$0.00
Police Officer 3 [REDACTED]	6.20	22576.96	\$1,399.77	\$1,399.77	\$0.00
Police Officer 1 [REDACTED]	1.45	16651.51	\$241.45	\$241.45	\$0.00
Police Officer 1 [REDACTED]	1.45	16651.51	\$241.45	\$241.45	\$0.00
Police Officer 1 [REDACTED]	6.20	16651.51	\$1,032.39	\$1,032.39	\$0.00
Admin. Assistant [REDACTED]	1.45	24584.23	\$356.47	\$356.47	\$0.00
Admin. Assistant [REDACTED]	1.45	24584.23	\$356.47	\$356.47	\$0.00
Admin. Assistant [REDACTED]	6.20	24584.23	\$1,524.22	\$1,524.22	\$0.00
Police Officer 3 [REDACTED]	1.45	22576.96	\$327.37	\$0.00	\$327.37
Police Officer 3 [REDACTED]	1.45	22576.96	\$327.37	\$0.00	\$327.37
Police Officer 3 [REDACTED]	6.20	22576.96	\$1,399.77	\$0.00	\$1,399.77
Police Officer 2 [REDACTED]	1.45	19511.46	\$282.92	\$0.00	\$282.92
Police Officer 2 [REDACTED]	1.45	19511.46	\$282.92	\$0.00	\$282.92
Police Officer 2 [REDACTED]	6.20	19511.46	\$1,209.71	\$0.00	\$1,209.71
Police Officer 2 [REDACTED]	1.45	19511.46	\$282.92	\$0.00	\$282.92
Police Officer 2 [REDACTED]	1.45	19511.46	\$282.92	\$0.00	\$282.92
Police Officer 2 [REDACTED]	6.20	19511.46	\$1,209.71	\$0.00	\$1,209.71
Police Officer 2 [REDACTED]	1.45	19511.46	\$282.92	\$0.00	\$282.92
Police Officer 2 [REDACTED]	1.45	19511.46	\$282.92	\$0.00	\$282.92
Police Officer 2 [REDACTED]	6.20	19511.46	\$1,209.71	\$0.00	\$1,209.71

Police Officer 2 [REDACTED] [REDACTED]	1.45	19511.46	\$282.92	\$0.00	\$282.92
Police Officer 2 [REDACTED] [REDACTED]	1.45	19511.46	\$282.92	\$0.00	\$282.92
Police Officer 2 [REDACTED] [REDACTED]	6.20	19511.46	\$1,209.71	\$0.00	\$1,209.71
Criminal Justice Planner [REDACTED] [REDACTED]	1.45	22500	\$326.25	\$0.00	\$326.25
Criminal Justice Planner [REDACTED] [REDACTED]	1.45	22500	\$326.25	\$0.00	\$326.25
Criminal Justice Planner [REDACTED] [REDACTED]	6.20	22500	\$1,395.00	\$0.00	\$1,395.00
Commissioner [REDACTED] [REDACTED]	1.45	2700	\$39.15	\$0.00	\$39.15
Commissioner [REDACTED] [REDACTED]	1.45	2700	\$39.15	\$0.00	\$39.15
Commissioner [REDACTED] [REDACTED]	6.20	2700	\$167.40	\$0.00	\$167.40
Admin. Assistant [REDACTED] [REDACTED]	4	24584.23	\$983.37	\$983.37	\$0.00
Police Officer 2 [REDACTED] [REDACTED]	4	19511.46	\$780.46	\$0.00	\$780.46
Sub-Total Fringe Benefits			\$21,910.66	\$9,680.29	\$12,230.37

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

Fringe benefits for all 100% MCSAP dedicated employees have been calculated on rates set by each required component. Fringe benefits are based on the calculation of Personnel Insurance (1.45%), Medicare Costs (1.45%), and Social Security (6.2%). The 401K (4%) charges only apply to those who are currently enrolled in the 401K program as determined by our most recently submitted local budget.

Fringe benefits for those who are not 100% dedicated employees have been calculated on rates set by each required component based on the percentage of time that they will dedicate to the Program. Fringe benefits are based on the calculation of Personnel Insurance (1.45%), Medicare Costs (1.45%), and Social Security (6.2%). The 401K (4%) charges only apply to those who are currently enrolled in the 401K program as determined by our most recently submitted local budget.

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
NAS Part A & B	2	10	\$10,750.00	\$10,750.00	\$0.00
Strike Force (Rota Personnel)	1	10	\$3,050.00	\$3,050.00	\$0.00
Strike Force (Tinian Personnel)	1	10	\$2,356.00	\$2,356.00	\$0.00
2017 MCSAP Planning Meeting	2	5	\$7,875.00	\$7,875.00	\$0.00
2017 CVSA Spring Workshop	2	5	\$7,875.00	\$7,875.00	\$0.00
2017 CVSA Fall Workshop	2	5	\$7,875.00	\$7,875.00	\$0.00
CSA Phase III	2	5	\$7,875.00	\$7,875.00	\$0.00
Compliance Review Training (OJT)	2	15	\$13,625.00	\$13,625.00	\$0.00
Sub-Total Travel			\$61,281.00	\$61,281.00	\$0.00

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

MCSAP personnel must perform various travels to conduct inter-island enforcement activities as well as attend meetings and trainings. "Travel" and "Personnel Training" have been divided into two sections to differentiate enforcement activities and meetings from trainings and workshops.

In order to maintain specific inspector certifications, MCSAP officers will attend the necessary courses under "**Personnel Training**".

Two incoming enforcement personnel will need to attend the **NAS Part A&B Inspection** course in order to acquire certification for NAS inspection.

In addition, one personnel each from **Rota and Tinian** that is NAS A&B certified will travel to Saipan every six months to conduct **Strike Force** enforcement activities. These personnel will conduct these activities in Saipan for one (1) week each. Airfare for personnel travelling from Rota is \$200 each way (total of \$400 per trip), and airfare for personnel travelling from Tinian is \$89 each (total of \$178 per trip). Lodging and meal allowances have been calculated with the established CNMI per diem rate. The per diem rate for Rota's personnel \$150 a day (total of \$750 per trip). The per diem rate for personnel travelling from Tinian is \$125 (total of \$625 per trip). Car rental will also be included for each travel and training at the CNMI established rate of \$75 per day.

Trips listed under "*Travel*" include the **2017 MCSAP Planning Meeting**. This meeting will be fundamental for personnel to discuss, plan, and assess information gather from other agencies in order to stay up-to-date with the grant association. This meeting is vital for personnel to get the latest information on the MCSAP Comprehensive Policy Updates, Indirect Cost Rates, Monitoring and Oversight, Financial Grants Management, Performance Metrics, eCVSP Training and all other relevant discussions. Three MCSAP personnel will be required to attend this meeting. Airfare for the 2017 MCSAP Planning Meeting sums up to \$2,500 per personnel (totals to \$5,000); per diem rate will be \$250.00 per day; and car rental will be required, which is \$75 per day.

Two MCSAP personnel will attend the **2017 CVSA Spring & Fall Workshops**, which is designed to help government officials, enforcement and industry officers collaborate with colleagues all across North America. MCSAP personnel will gain knowledge, acquire the latest information dealing with the CVSA, and allow them the ability to collaborate with other government agencies. Travel costs for this conference will include airfare, per diem, and car rental. Airfare sums up to \$2,500 per personnel (totals to \$5,000 per Workshop); per diem amount will be \$250.00 per day; and car rental will be required, which is \$75 per day. Lodging and meal allowances have been calculated by the established CNMI per diem rate.

Two enforcement personnel will attend the **CSA Phase III** training. This training will prepare the investigator and the OIC to use the full array of CSA interventions through reinforcing the existing interventions and training staff on offsite investigations, serious violation

follow-up investigations, and cooperative safety plans. Airfare for selected personnel will be \$2,500.00 (total of \$5,000). Per diem rate will be \$250.00 per day; and car rental will be required, which is \$75 per day.

Two enforcement personnel will need on the job training for **Compliance Review (OJT)**. This training will prepare the CR investigator and the OIC through reinforcing the existing interventions and training by giving proper on-the-job training. After the ten (10) day training course officers will perform OJT before returning to the CNMI. Airfare sums up to \$2,500 per personnel (totals to \$5,000 per Workshop); per diem amount will be \$250.00 per day; and car rental will be required, which is \$75 per day. Lodging and meal allowances have been calculated by the established CNMI per diem rate.

Note: Although the exact locations for some of these trainings have not been announced, the airfare costs and per diem rates have been estimated based on the established CNMI rate.

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
2017 Police Vehicle	2	\$40,000.00	\$80,000.00	\$80,000.00	\$0.00
Sub-Total Equipment			\$80,000.00	\$80,000.00	\$0.00

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

MCSAP officers are in dire need of two new additional vehicles. The existing vehicles (2012 Dodge pickup and 2014 Chevy SUV) are not adequate for the number of MCSAP personnel in the CNMI. The vehicles purchased will be used 100% for MCSAP operations. Now that MCSAP has eight (8) total officers, the two vehicles will be needed to perform 100% MCSAP activities, such as inspections, TE, compliance reviews and outreach/educational events. Due to the increase of MCSAP personnel, these new vehicles are greatly needed to increase effectiveness of all officers and their fieldwork. Cost of vehicles are for Special Service Vehicles or vehicles with Police packages (lights, sirens, etc.).

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
Laptops/Tablets	2		\$3,000.00	\$6,000.00	\$6,000.00	\$0.00
Uniforms	160		\$81.25	\$13,000.00	\$13,000.00	\$0.00
Office Supplies	1		\$5,000.00	\$5,000.00	\$5,000.00	\$0.00
Cleaning Supplies	1		\$3,000.00	\$3,000.00	\$3,000.00	\$0.00
Portable All-In-One Printer & Scanner	5		\$300.00	\$1,500.00	\$1,500.00	\$0.00
Router	1		\$5,000.00	\$5,000.00	\$5,000.00	\$0.00
Sub-Total Supplies				\$33,500.00	\$33,500.00	\$0.00

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

Laptops/Tablets: The CNMI is requesting the purchase of two (2) Panasonic Toughbook laptops in order to replace old, obsolete laptops and to prepare for the incoming 100% dedicated MCSAP officers. These laptops/tablets are essential for inspection data entry and are required for efficient program operations. Cost is based on a quotation obtained from one of the leading computer stores on the island.

Uniforms: MCSAP enforcement officers require proper uniforms and duty gears for inspection responsibilities and to promote professionalism in the workforce. *Uniforms are only for the 100% dedicated MCSAP enforcement officers* and must be replaced at least every quarter due to the harsh island weather conditions. Additionally, it is difficult to prevent the uniform material from fading and tearing especially with the city water conditions in the CNMI. Full sets of uniforms will be purchased each quarter (**five sets each for each time**) for the eight MCSAP officers.

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

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

Portable Printer/Scanner: MCSAP Officers are required to regularly conduct roadside inspections and enforcement. Portable field printers are required due to the circumstances that officers are constantly mobile. In order to function effectively, officers need to issue out information and distribute data in the field of operation. Cost is based on a quotation obtained from one of the leading computer stores on the island.

Router - The CNMI MSCAP office will procure a router that is needed in order to be in compliance with the FMCSA cloud migration.

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
Sub-Total Contractual	\$0.00	\$0.00	\$0.00

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

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	\$25,965.29	\$25,965.29	\$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
Freight & Handling	1		\$500.00	\$500.00	\$500.00	\$0.00
Registration Fees	4		\$450.00	\$1,800.00	\$1,800.00	\$0.00
Advertising	8		\$424.75	\$3,398.00	\$3,398.04	\$0.00
Printing & Photocopying	4		\$750.00	\$3,000.00	\$3,000.00	\$0.00
Repair & Maintenance	4		\$2,765.00	\$11,060.00	\$11,060.00	\$0.00
Fuel & Lubrication	3		\$8,040.00	\$24,120.00	\$0.00	\$24,120.00
Dues & Subscription	1		\$5,300.00	\$5,300.00	\$5,300.00	\$0.00
Communications	12		\$1,428.75	\$17,145.00	\$17,145.00	\$0.00
Printing (Vehicle Decals)	2		\$900.00	\$1,800.00	\$1,800.00	\$0.00
Sub-Total Other Costs				\$68,123.00	\$44,003.04	\$24,120.00

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

Indirect Cost Rate: IDC rate is based on FY 2016 approved IDC rates. The approved IDC rate for FY 2017 has not been released as of the submission date.

Freight & Handling: Important documents are frequently sent off-island and this amount will be used to pay for shipping and handling fees associated with inbound and outbound documents or packages.

Registration Fees: This amount will be expended for payment of registration fees to Commercial Vehicle Safety Alliance (CVSA) for training or conference attendance. Only 2 trainings listed require a registration fee estimated at \$450 per attendee. The total amount is calculated for the attendance of 2 personnel.

Advertising (Newspaper/Radio Ads): MCSAP will advertise 4 newspaper ads and 4 radio spots each over the year to promote CMV safety initiatives as outlined in the CVSP. Each newspaper ad and radio spot is estimated to cost \$424.75 based on past expenditures.

Printing & Photocopying: MCSAP will require the printing of quarterly decals and out-of-service stickers for distribution during inspection. Printing costs also included the printing for CVSPs for distribution to other agencies in the CNMI. Printing costs are also inclusive of all costs associated with printing educational brochures/posters/handouts utilized and distributed during educational activity plans.

Repair & Maintenance: This amount will be reserved for the repair and maintenance of all MCSAP equipment including computers, printers, vehicles, and other operational equipment. It is essential that all equipment are kept in good working condition to ensure efficiency and durability.

Fuel & Lubrication: Three MCSAP vehicles will be billed for fuel expenses. With the CNMI fuel rate one of the highest in the nation, the

fuel funding is extremely important to allow enforcement officers to travel to designated inspection areas and other MCSAP related activities. Charges for Fuel will be used as planned MOE expenditures.

Dues & Subscriptions: This amount will be used to pay for annual membership fees as MCSAP continues to work closely with CVSA.

Communications: It is vital for all MCSAP personnel to be able to be contacted or have access to reliable a communication line at all times. All enforcement officers have been issued cell phones in order to have 24 hour open communication lines. The communication cost is inclusive of cell phone services, LAN lines, radio services, internet and DSL access and Safety Net services. The total cost is based on past monthly expenses.

Printing (Vehicle Decal): MCSAP will require the printing of annual quarterly decals and out-of-service stickers for distribution during inspection. A sum of 100 CVSA stickers will be purchased per quarter based on the calendar year. Also, included are identified monthly marked vehicles of MCSAP officers. Cost associated with identified marked vehicles of MCSAP officers equal up to \$1,000.00 each for reflective vinyl.

Note: Indirect Cost (IDC) Rate is based on the CNMI's approved IDC for FY 2016 at 10.64%; the approved IDC rate for FY 2017 has not been released as of the submission date but will be updated once the approved IDC rate is released.

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	
Police Sergeant [REDACTED]	\$31,757.68	\$31,757.68	\$0.00	
Police Sergeant [REDACTED]	\$0.00	\$0.00	\$0.00	
Police Sergeant [REDACTED]	\$0.00	\$0.00	\$0.00	
Police Sergeant [REDACTED]	\$0.00	\$0.00	\$0.00	
Police Officer 3 [REDACTED]	\$22,576.96	\$22,576.96	\$0.00	
Police Officer 3 [REDACTED]	\$0.00	\$0.00	\$0.00	
Police Officer 3 [REDACTED]	\$0.00	\$0.00	\$0.00	
Police Officer 3 [REDACTED]	\$0.00	\$0.00	\$0.00	
Police Officer 1 [REDACTED] [REDACTED]	\$16,651.51	\$16,651.51	\$0.00	
Police Officer 1 [REDACTED] [REDACTED]	\$0.00	\$0.00	\$0.00	
Police Officer 1 [REDACTED] [REDACTED]	\$0.00	\$0.00	\$0.00	
Admin. Assistant [REDACTED] [REDACTED]	\$24,584.23	\$24,584.23	\$0.00	
Admin. Assistant [REDACTED] [REDACTED]	\$0.00	\$0.00	\$0.00	
Admin. Assistant [REDACTED] [REDACTED]	\$0.00	\$0.00	\$0.00	
Admin. Assistant [REDACTED] [REDACTED]	\$0.00	\$0.00	\$0.00	
Police Officer 3 [REDACTED]	\$0.00	\$0.00	\$22,576.96	
Police Officer 3 [REDACTED]	\$0.00	\$0.00	\$0.00	
Police Officer 3 [REDACTED]	\$0.00	\$0.00	\$0.00	
Police Officer 3 [REDACTED]	\$0.00	\$0.00	\$0.00	
Police Officer 2 [REDACTED]	\$0.00	\$0.00	\$19,511.46	
Police Officer 2 [REDACTED]	\$0.00	\$0.00	\$0.00	
Police Officer 2 [REDACTED]	\$0.00	\$0.00	\$0.00	
Police Officer 2 [REDACTED]	\$0.00	\$0.00	\$0.00	
Police Officer 2 [REDACTED]	\$0.00	\$0.00	\$19,511.46	
Police Officer 2 [REDACTED]	\$0.00	\$0.00	\$0.00	
Police Officer 2 [REDACTED]	\$0.00	\$0.00	\$0.00	
Police Officer 2 [REDACTED]	\$0.00	\$0.00	\$0.00	
Police Officer 2 [REDACTED] [REDACTED]	\$0.00	\$0.00	\$19,511.46	
Police Officer 2 [REDACTED] [REDACTED]	\$0.00	\$0.00	\$0.00	
Police Officer 2 [REDACTED] [REDACTED]	\$0.00	\$0.00	\$0.00	
Police Officer 2 [REDACTED] [REDACTED]	\$0.00	\$0.00	\$0.00	
Police Officer 2 [REDACTED] [REDACTED]	\$0.00	\$0.00	\$19,511.46	
Police Officer 2 [REDACTED] [REDACTED]	\$0.00	\$0.00	\$0.00	
Police Officer 2 [REDACTED] [REDACTED]	\$0.00	\$0.00	\$0.00	
Police Officer 2 [REDACTED] [REDACTED]	\$0.00	\$0.00	\$0.00	

Criminal Justice Planner ██████████	\$0.00	\$0.00	\$22,500.00
Criminal Justice Planner ██████████	\$0.00	\$0.00	\$0.00
Criminal Justice Planner ██████████	\$0.00	\$0.00	\$0.00
Criminal Justice Planner ██████████	\$0.00	\$0.00	\$0.00
Commissioner ██████████ ██████████	\$0.00	\$0.00	\$2,700.00
Commissioner ██████████ ██████████	\$0.00	\$0.00	\$0.00
Commissioner ██████████ ██████████	\$0.00	\$0.00	\$0.00
Commissioner ██████████ ██████████	\$0.00	\$0.00	\$0.00
Subtotal for Personnel	\$95,570.38	\$95,570.38	\$125,822.80

Fringe Benefit Costs (Health, Life Insurance, Retirement, etc.)				
	100% Federal Share	Total Grant Expenditures	Planned MOE Expenditures	
Police Sergeant [REDACTED]	\$460.49	\$460.49	\$0.00	
Police Sergeant [REDACTED]	\$460.49	\$460.49	\$0.00	
Police Sergeant [REDACTED]	\$1,968.98	\$1,968.98	\$0.00	
Police Officer 3 [REDACTED]	\$327.37	\$327.37	\$0.00	
Police Officer 3 [REDACTED]	\$327.37	\$327.37	\$0.00	
Police Officer 3 [REDACTED]	\$1,399.77	\$1,399.77	\$0.00	
Police Officer 1 [REDACTED]	\$241.45	\$241.45	\$0.00	
Police Officer 1 [REDACTED]	\$241.45	\$241.45	\$0.00	
Police Officer 1 [REDACTED]	\$1,032.39	\$1,032.39	\$0.00	
Admin. Assistant [REDACTED]	\$356.47	\$356.47	\$0.00	
Admin. Assistant [REDACTED]	\$356.47	\$356.47	\$0.00	
Admin. Assistant [REDACTED]	\$1,524.22	\$1,524.22	\$0.00	
Police Officer 3 [REDACTED]	\$0.00	\$0.00	\$327.37	
Police Officer 3 [REDACTED]	\$0.00	\$0.00	\$327.37	
Police Officer 3 [REDACTED]	\$0.00	\$0.00	\$1,399.77	
Police Officer 2 [REDACTED]	\$0.00	\$0.00	\$282.92	
Police Officer 2 [REDACTED]	\$0.00	\$0.00	\$282.92	
Police Officer 2 [REDACTED]	\$0.00	\$0.00	\$1,209.71	
Police Officer 2 [REDACTED]	\$0.00	\$0.00	\$282.92	
Police Officer 2 [REDACTED]	\$0.00	\$0.00	\$282.92	
Police Officer 2 [REDACTED]	\$0.00	\$0.00	\$1,209.71	
Police Officer 2 [REDACTED]	\$0.00	\$0.00	\$282.92	
Police Officer 2 [REDACTED]	\$0.00	\$0.00	\$282.92	
Police Officer 2 [REDACTED]	\$0.00	\$0.00	\$1,209.71	
Police Officer 2 [REDACTED]	\$0.00	\$0.00	\$282.92	
Police Officer 2 [REDACTED]	\$0.00	\$0.00	\$282.92	
Police Officer 2 [REDACTED]	\$0.00	\$0.00	\$1,209.71	
Criminal Justice Planner [REDACTED]	\$0.00	\$0.00	\$326.25	
Criminal Justice Planner [REDACTED]	\$0.00	\$0.00	\$326.25	
Criminal Justice Planner [REDACTED]	\$0.00	\$0.00	\$1,395.00	
Commissioner [REDACTED]	\$0.00	\$0.00	\$39.15	
Commissioner [REDACTED]	\$0.00	\$0.00	\$39.15	
Commissioner [REDACTED]	\$0.00	\$0.00	\$167.40	

Admin. Assistant [REDACTED] [REDACTED]	\$983.37	\$983.37	\$0.00
Police Officer 2 [REDACTED]	\$0.00	\$0.00	\$780.46
Subtotal for Fringe Benefits	\$9,680.29	\$9,680.29	\$12,230.37

Program Travel			
	100% Federal Share	Total Grant Expenditures	Planned MOE Expenditures
NAS Part A & B	\$10,750.00	\$10,750.00	\$0.00
Strike Force (Rota Personnel)	\$3,050.00	\$3,050.00	\$0.00
Strike Force (Tinian Personnel)	\$2,356.00	\$2,356.00	\$0.00
2017 MCSAP Planning Meeting	\$7,875.00	\$7,875.00	\$0.00
2017 CVSA Spring Workshop	\$7,875.00	\$7,875.00	\$0.00
2017 CVSA Fall Workshop	\$7,875.00	\$7,875.00	\$0.00
CSA Phase III	\$7,875.00	\$7,875.00	\$0.00
Compliance Review Training (OJT)	\$13,625.00	\$13,625.00	\$0.00
Subtotal for Program Travel	\$61,281.00	\$61,281.00	\$0.00

Equipment			
	100% Federal Share	Total Grant Expenditures	Planned MOE Expenditures
2017 Police Vehicle	\$80,000.00	\$80,000.00	\$0.00
Subtotal for Equipment	\$80,000.00	\$80,000.00	\$0.00

Supplies			
	100% Federal Share	Total Grant Expenditures	Planned MOE Expenditures
Laptops/Tablets	\$6,000.00	\$6,000.00	\$0.00
Uniforms	\$13,000.00	\$13,000.00	\$0.00
Office Supplies	\$5,000.00	\$5,000.00	\$0.00
Cleaning Supplies	\$3,000.00	\$3,000.00	\$0.00
Portable All-In-One Printer & Scanner	\$1,500.00	\$1,500.00	\$0.00
Router	\$5,000.00	\$5,000.00	\$0.00
Subtotal for Supplies	\$33,500.00	\$33,500.00	\$0.00

Contractual (Subgrantees, Consultant Services, etc.)			
	100% Federal Share	Total Grant Expenditures	Planned MOE Expenditures
Subtotal for Contractual	\$0.00	\$0.00	\$0.00

Other Expenses			
	100% Federal Share	Total Grant Expenditures	Planned MOE Expenditures
Freight & Handling	\$500.00	\$500.00	\$0.00
Registration Fees	\$1,800.00	\$1,800.00	\$0.00
Advertising	\$3,398.04	\$3,398.04	\$0.00
Printing & Photocopying	\$3,000.00	\$3,000.00	\$0.00
Repair & Maintenance	\$11,060.00	\$11,060.00	\$0.00
Fuel & Lubrication	\$0.00	\$0.00	\$24,120.00
Dues & Subscription	\$5,300.00	\$5,300.00	\$0.00
Communications	\$17,145.00	\$17,145.00	\$0.00
Printing (Vehicle Decals)	\$1,800.00	\$1,800.00	\$0.00
Subtotal for Other Expenses including Training & Conferences	\$44,003.04	\$44,003.04	\$24,120.00

Total Costs			
	100% Federal Share	Total Grant Expenditures	Planned MOE Expenditures
Subtotal for Direct Costs	\$324,034.71	\$324,034.71	\$162,173.17
Indirect Cost	\$25,965.29	\$25,965.29	\$0.00
Total Costs Budgeted	\$350,000.00	\$350,000.00	\$162,173.17