Commonwealth of the Northern Mariana Islands (CNMI)

Department of Public Safety

Federal Fiscal Year 2024

Annual Grant Application (AGA)

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Commonwealth of the Northern Mariana Islands (CNMI)

Federal Fiscal Year: 2024
Annual Grant Application

Prepared for

U.S. Department of Transportation
National Highway Traffic Safety Administration

Prepared by

Commonwealth of the Northern Mariana Islands
Department of Public Safety
Highway Safety Office

Clement R. Bermudes
Commissioner/
Governor's Highway Safety Representative

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Coordinator
Highway Safety Office

§1300.12 (1) Updates to Triennial HSP

§1300.12 (i) Adjustments to countermeasure strategy for programming funds:

§1300.12 (A)

- ***The CNMI does not have any adjustments for strategy of programming funds as the FFY24, 25, 26 Triennial HSP has just been submitted.***

§1300.12 (B)

- ***The CNMI does not have any adjustments for strategy of programming funds as the FFY24, 25, 26 Triennial HSP has just been submitted.***

§1300.12 (ii) Changes to performance plan:

- ***None***

§1300.12 (2) Project and Subrecipient Information

- **Planning and Administration (P&A)**
- **Occupant Protection/Child Restraint (OP/CR)**
- **Police Traffic Services (PTS)**
- **Impaired Driving (Alcohol and Drugs) (ID)**
- **Speed Enforcement (SE)**
- **Pedestrian and Bicycle Safety (PS)**
- **Traffic Records (TR)**
- **Communication Media (PM)**
- **Emergency Management Services (EMS)**

Planning & Administration (P&A)

Project Name and Description	*Program Administration:* To support the CNMI Highway Safety Office (HSO) by overseeing NHTSA's grant programs and other related traffic safety initiatives in the CNMI. Activities to include: • Salary & fringe of the HSO Coordinator; portion of the GR's salary & fringe • Operational cost such as communication, utilities, annual membership fees, fuel reimbursement, security software updates, website and email maintenance • Travel to attend trainings, meetings, conferences; and inter-island travel for program evaluation of Tinian and Rota sub grantees by GR, Director of Administration, and HSO Coordinator.
Federal Funding Source(s)	BIL 402
Project Agreement Number	PA 24-00
Subrecipient(s)	Department of Public Safety-Highway Safety Office
Organizational Type	Public Safety
Amount of Federal Funds	$190,000.00
Eligible Use of Funds	PA
Planning & Administration Cost	Yes
Is Project a Promised Project:	No
The Countermeasure Strategies for Programming Funds	Program Administration

Occupant Protection/Child Restraint (OP/CR)

Project Name and Description	*OP Program Management-HSO:* To oversee and provide guidance for projects related to occupant protection and child restraint to include handling program operational and financial matters for all three islands. Activities to include: • Salary & fringe of the Program Manager • Operational cost such as supplies, communication, security software updates • Travel costs to attend meetings, conferences and inter-island for program monitoring of Tinian and Rota sub grantees; and for costs to attend OP related training and other trainings required by NHTSA
Federal Funding Source(s)	BIL 402
Project Agreement Number	OP 24-00
Subrecipient (s)	Department of Public Safety-Highway Safety Office
Organizational Type	Public Safety
Amount of Federal Funds	$90,000.00
Eligible Use of Funds	OP,CR
Planning & Administration Cost	No
Is Project a Promised Project:	No
The Countermeasure Strategies for Programming Funds	OP Program Management

Occupant Protection/Child Restraint (OP/CR)

Project Name and Description	*OP Enforcement, Education, and Training - Saipan OP 24-01/ Rota OP 24-02/ Tinian OP 24-03:* **"Occupant Protection/Child Restraint Enforcement"** • To continue the effort to maximize the usage of seat belts and child restraints and minimize the violations through OP/CR checkpoints and other HVEs - zero tolerance enforcement, and low visibility enforcement such as covert operations. This includes survey activities. • Participation in the Click-It-Or-Ticket and the Child Passenger Safety Week/Seat Check Saturday campaigns **"Public Education"** • For public education through outreach activities and awareness through ads on various media sources; conducting educational presentations at schools and at other community events **"Training"** • To enhance officers' program expertise by attending OP related trainings offered on-island as well as off-island. • To increase the number of Child Passenger Safety Technicians (CPST) by conducting training for new as well as recertification of existing technicians on all three islands. One (1) will be conducted for fifteen (15) new students; and one (1) CEU unit recertification class. CNMI has forty-three (43) CPST. *Unattended Passenger Program OP 24-04:* • To actively participate in the NHTSA Heat Stroke Prevention campaign

	the CNMI aims to organize community and public awareness initiatives. Given the consistently high temperatures (above 90 degrees) in the CNMI, this campaign will be implemented year-round to address the ongoing risk of heat stroke. Activities include: • Overtime costs for enforcement, educational outreach activities, and checkup events • Training costs to conduct CPST classes for all three islands; travel costs to attend OP related trainings and conferences • Contractual service for the annual CNMI Seat Belt Survey statistical analysis to include survey OT and car rental costs • Operational costs such as printing of educational materials, purchase of supplies and equipment that support and enhance the OP program • Purchase of car seats for the Child Restraint Purchase Assistance Program • Production and airing costs of Heat Stroke Prevention campaign ads
Federal Funding Source(s)	BIL 402
Project Agreement Number OP 24-01 OP 24-02 OP 24-03 OP 24-04	**Subrecipients** Dept. of Public Safety Highway Patrol (Saipan) Highway Patrol (Rota) Highway Safety (Tinian) Unattended Passenger Program
Organizational Type	Public Safety
Amount of Federal Funds	$160,000.00 (Saipan HP) $40,000.00 (Rota HP) $40,000.00 (Tinian HP) $20,000.00 (Unattended Passenger Program – DPS HSO)
Eligible Use of Funds	OP, CR

Planning & Administration Cost	**No**
Is Project a Promised Project:	**No**
The Countermeasure Strategies for Programming Funds	• OP Enforcement, Education and Training • Unattended Passenger Program

Occupant Protection/Child Restraint (OP/CR)

Project Name and Description	*405b High Seat Belt Use - HSO:* • Participation in the Click-It-Or-Ticket and the Child Passenger Safety Week/Seat Check Saturday campaigns • Child Restraint Purchase Assistance Program • To provide education and assistance to parents/caregivers on the appropriate selection, installation and use of child restraint systems. • To conduct inspections and distribute educational materials at all eight (8) locations CNMI-wide. Inspections will be performed as requested by community members and during the CPS Week National Seat Check Saturday campaign Activities include: • Cost for enforcement activities and educational outreach during the Click-It-Or-Ticket and the Child Passenger Safety Week/Seat Check Saturday campaigns • Purchase of car seats for distribution through the Child Restraint Purchase Assistance Program
Federal Funding Source(s)	BIL 405b
Project Agreement Number	OP 24-405b
Subrecipient (s)	Dept. of Public Safety-Highway Safety Office
Organizational Type	Public Safety
Amount of Federal Funds	$100,000.00
Eligible Use of Funds	M1HVE, M1PE, M1CPS, M1CSS, B1CPS_US
Planning & Administration Cost	No
Is Project a Promised Project:	No
The Countermeasure Strategies for Programming Funds	7.2 Inspection Stations (3 stars) 2.1 High-Visibility Seat Belt Law Enforcement (5 stars)

POLICE TRAFFIC SERVICES (PTS)

Project Name and Description	*PT Program Management-HSO:* To oversee and provide guidance for PTS related projects to include overseeing program operational and financial matters for all three islands. Activities to include: • PT Program Manager costs to oversee the program. This includes salary & fringe of program assistant • Operational cost such as supplies; communication; security software updates • Travel for PT program manager to attend meetings, conferences and inter-island for program monitor of Tinian and Rota sub grantees. Costs to attend PT related training or other training required by NHTSA
Federal Funding Source(s)	BIL 402
Project Agreement Number	PT 24-00
Subrecipient (s)	Department of Public Safety-Highway Safety Office
Organizational Type	Public Safety
Amount of Federal Funds	$80,000.00
Eligible Use of Funds	PT
Planning & Administration Cost	No
Is Project a Promised Project:	No
The Countermeasure Strategies for Programming Funds	PT Program Management

POLICE TRAFFIC SERVICES (PTS)

Project Name and Description	*PT Enforcement, Education, and Training - Saipan PT 24-01/ Rota PT 24-02/ Tinian PT 24-03:* **"Police Traffic Services Enforcement"** • To continue aggressive traffic law enforcement and maintain order on the highways and roadways. Also to continue high visibility enforcement such as saturation patrol; as well as low visibility enforcement. **"Public Education"** • To conduct various public outreach which includes educational activities at schools, at community events, and on various media sources on safe driving. **"Law Enforcement Training"** • To enhance officers' investigative capabilities and program expertise by attending PT related trainings offered on-island as well as off-island to include Advance Traffic Crash Investigation course and Drone Flight Training and certification. Activities to include: • Overtime costs for enforcement activities such as high and low visibility • Educational outreach activities; printing of educational materials for distribution • Purchase of supplies, equipment and vehicles to support and enhance the PT program; communication costs; fuel reimbursement • Training costs to attend PT related trainings off-island, as well as to bring instructors to teach Traffic Crash Investigation course. These costs will cover all three islands.
Federal Funding Source(s)	BIL 402

Project Agreement Number PT 24-01 PT 24-02 PT 24-03	**Subrecipient** Dept. of Public Safety Highway Patrol (Saipan) Highway Patrol (Rota) Highway Patrol (Tinian)
Organizational Type	Public Safety
Amount of Federal Funds	$220,000.00 (Saipan HP) $70,000.00 (Rota HP) $70,000.00 (Tinian HP)
Eligible Use of Funds	PT, SC, PS
Planning & Administration Cost	No
Is Project a Promised Project:	No
The Countermeasure Strategies for Programming Funds	Enforcement, Education and Training

IMPAIRED DRIVING (Alcohol and Drugs)

Project Name and Description	*ID Program Managemet-HSO:* To oversee and provide guidance for ID related projects to include overseeing program operational and financial matters for all three islands. Activities to include: • Costs to oversee the program. This includes salary & fringe of the Program Manager • Operational cost such as supplies; communication; security software updates • Travel to attend meetings, conferences and inter-island for program monitor of Tinian and Rota sub grantees; and for costs to attend ID related trainings or other trainings required by NHTSA.
Federal Funding Source(s)	BIL 402
Project Agreement Number	ID 24-00
Subrecipient (s)	Department of Public Safety-Highway Safety Office
Organizational Type	Public Safety
Amount of Federal Funds	$70,000.00
Eligible Use of Funds	AL
Planning & Administration Cost	No
Is Project a Promised Project:	No
The Countermeasure Strategies for Programming Funds	ID Program Management

IMPAIRED DRIVING (Alcohol and Drugs)

Project Name and Description	*ID Enforcement, Education, and Training - Saipan ID 24-01/ Rota ID 24-02/ Tinian ID 24-03:* **"Impaired Driving enforcement".** • To continue high visibility enforcement activities such as sobriety checkpoints and saturation patrols • To oversee the Alternative Transportation Program during the Holiday Season ID campaign. **"Public education on Impaired Driving Prevention"** • To conduct educational outreach engagements at high schools and at public events. **"Law enforcement training"** • Enhance officers' expertise on identification of impaired drivers (alcohol and drugs) on the highways, investigative capabilities and program expertise by attending ID related trainings offered on-island as well as off-island. Activities to include: • Overtime costs for enforcement activities such as checkpoints, saturated patrols, and educational outreach activities; costs for taxi companies participating in the alternative transportation program. • Purchase of supplies and equipment that support and enhance the ID program; printing of educational materials. • Training costs for SFST and ARIDE certifications, as well as to attend other ID training off-island. These costs will over officers from all three islands.
Federal Funding Source(s)	BIL 402
Project Agreement Number	**Subrecipients**

ID 24-01 ID 24-02 ID 24-03	Dept. of Public Safety Highway Patrol (Saipan) Highway Patrol (Rota) Highway Patrol (Tinian)
Organizational Type	Public Safety
Amount of Federal Funds	$140,000.00 (Saipan HP) $50,000.00 (Rota HP) $50,000.00 (Tinian HP)
Eligible Use of Funds	AL
Planning & Administration Cost	No
Is Project a Promised Project:	No
The Countermeasure Strategies for Programming Funds	ID Enforcement, Education and Training

PEDESTRIAN & BICYCLE SAFETY (P&S)

Project Name and Description	*Pedestrian & Bicycle Safety Enforcement:* • To conduct enforcement throughout the year at or near clearly marked pedestrian crosswalks *Pedestrian & Bicycle Safety Education:* • Conduct Pedestrian/Bicycle Safety public education activities throughout the year on the importance of safe highway/roadway crossing at schools, and at community events to educate pedestrians/bicyclists as well as motorists Activities include: • Overtime costs for enforcement activities • Overtime costs for public education/outreach events • Costs for printing of educational materials for distribution; production and airing of ads
Federal Funding Source(s)	BIL 402
Project Agreement Number	PS 24-01
Subrecipient (s)	Department of Public Safety-Highway Safety Office
Organizational Type	Public Safety
Amount of Federal Funds	$40,000.00
Eligible Use of Funds	PS
Planning & Administration Cost	No
Is Project a Promised Project:	No
The Countermeasure Strategies for Programming Funds	Pedestrian & Bicycle Safety Enforcement Pedestrian & Bicycle Safety Education

SPEED ENFORCEMENT (SE)

Project Name and Description	*Enforcement:* • To conduct speed enforcement throughout the year in all three islands. Emphasis will be placed on young drivers and on illegal drag racers reported at areas in Marpi, Chalan Pale Arnold, and Gualo Rai. *Education:* • Conduct educational outreach activities at schools and at community events to raise awareness about the severe consequences associated with speeding on highways and roadways • Production and airing of ads *Training* • To conduct laser/radar speed classes for all three islands • For two (2) HP officers to attend laser/radar speed instructor classes Activities include: • Overtime costs for enforcement activities such as laser speed, and other HVEs • Overtime costs for public education/outreach events • Costs for printing of educational materials for distribution; production and airing of ads • Purchase of supplies and equipment that support and enhance the speed enforcement program
Federal Funding Source(s)	402 SC
Project Agreement Number	SE 24-01
Subrecipient (s)	Department of Public Safety-Highway Safety Office
Organizational Type	Public Safety
Amount of Federal Funds	$40,000.00
Eligible Use of Funds	SC

Planning & Administration Cost	No
Is Project a Promised Project:	No
The Countermeasure Strategies for Programming Funds	Speed Enforcement, Education, Training

TRAFFIC RECORDS (TR)

Project Name and Description	*TR Program Management-HSO:* Manages the DPS Traffic Records. Provides data to the DPS HSO, legislature, and other agencies as requested for research and planning purposes. Activities include: • Costs to oversee the program. This includes salary & fringe of the Traffic Records Specialist • Operational cost such as supplies; communication; security software updates • Travel to attend meetings, conferences and for costs to attend TR related trainings or other trainings required by NHTSA.
Federal Funding Source(s)	4
Project Agreement Number	TR 24-00
Subrecipient (s)	Department of Public Safety-Highway Safety Office
Organizational Type	Public Safety
Amount of Federal Funds	$70,000.00
Eligible Use of Funds	TR
Planning & Administration Cost	No
Is Project a Promised Project:	No
The Countermeasure Strategies for Programming Funds	Traffic Records Specialist

TRAFFIC RECORDS (TR)

Project Name and Description	*TR Maintenance and Support:* To ensure the maintenance, support, and upgrade of the DPS Traffic Records Systems Activities include: • Development of the 405c grant application • Costs for system maintenance
Federal Funding Source(s)	BIL 402
Project Agreement Number	TR 24-01
Subrecipient (s)	Department of Public Safety-Highway Safety Office
Organizational Type	Public Safety
Amount of Federal Funds	$50,000.00
Eligible Use of Funds	TR
Planning & Administration Cost	No
Is Project a Promised Project:	No
The Countermeasure Strategies for Programming Funds	• Improving the timeliness and accuracy of traffic records data

COMMUNICATIONS (Media) (PM)

Project Name and Description	*Media Campaign* To raise awareness on the various highway safety campaigns through print materials and ads on different media outlets to enhance community awareness regarding safe driving practices and the danger associated with impaired driving, distracted driving, speeding, non-usage of seat belts and child restraint, and pedestrian & bicycle safety. This will include extending the highway safety messages in other languages due to the diverse population in the CNMI. Activities include: • Costs for printing of banners, flyers, brochures • Costs for production and airing of various ads ***Highway Safety campaigns:*** • Click-It-Or-Ticket • Child Passenger Safety • Labor Day Impaired Prevention • Holiday Season Impaired Driving Prevention • Fourth of July Impaired Driving • National Speed Reduction Campaign • Heat Stroke Prevention • Distracted Driving Prevention • Pedestrian & Bicycle Safety • Motorcycle Safety • Back to School Safety
Federal Funding Source(s)	BIL 402
Project Agreement Number	PM 24-01
Subrecipient (s)	Department of Public Safety-Highway Safety Office
Organizational Type	Public Safety
Amount of Federal Funds	$50,000.00
Eligible Use of Funds	PM
Planning & Administration Cost	No
Is Project a Promised Project:	No
The Countermeasure Strategies for Programming Funds	Communication Campaign

EMERGENCY MEDICAL SERVICES (EMS)

Project Name and Description	*EMS Response:* The Department of Fire & EMS (DFEMS) is responsible for delivering emergency medical services to all traffic crash victims across the CNMI. It is crucial for first responders to promptly and effectively provide patient care at the crash scene. Activities include: • Participate in public education and outreach activities during events such as the Holiday Season Impaired Driving Prevention, Click-It-Or-Ticket, and Child Passenger Safety campaigns • Training costs for two (2) EMS personnel to attend EMS related training approved by NHTSA; and travel costs to attend the Lifesavers Conference and the Kids-in-Motion (KIMZ) Conference • Costs for purchase of 14 each toughbooks for ambulances, fire truck, and rescue vehicles to collect patient care details to include training on how to work with the Zoll Data System
Federal Funding Source(s)	BIL 402
Project Agreement Number	EM 24-01
Subrecipient (s)	Department of Fire & EMS (DFEMS)
Organizational Type	Public Safety
Amount of Federal Funds	$90,000.00
Eligible Use of Funds	EM
Planning & Administration Cost	No
Is Project a Promised Project:	No
The Countermeasure Strategies for Programming Funds	EMS Education, Training, and Equipment

§1300.21 Occupant Protection (OP) grants

Occupant Protection / Child Restraint

405b High Seat Belt Use

Occupant Protection/Child Restrain DATA	2018	2019	2020	2021	2022
Occupant Protection usage rate	89.28%	93.92%	93.92%	96.43%	95.71%
Child Restraint usage rate	73.32%	80.42%	80.42%	* N/A	82.87%
Total seat belt citations issued	854	1,447	806	593	1,231
Total child restraint citations issued	33	104	40	24	85
Total serious injuries seat belt use	0	0	0	0	3
Total serious injuries non-seat belt use	11	3	3	3	3
Total serious injuries child restraint use	0	0	0	1	0

Participating in Click-It-Or-Ticket (CIOT) national mobilization

Agencies planning to participate in CIOT:

Agency
Saipan DPS Highway Patrol Section
Tinian DPS Highway Patrol Section
Rota DPS Highway Patrol Section

Description of the State's planned participation in the CIOT national mobilization:

Planned Participation in Click-It-Or-Ticket National Enforcement Mobilization and Child Passenger Safety Week, National Seat Check Saturday.

The islands of Saipan, Tinian, and Rota will maximize enforcement efforts by encouraging multi-agency campaigns with the timing of news release, airing of OP/CR ads, educational contacts at schools and at community events; safety belt and child seat inspections during the national Click-It-Or-Ticket and Child Passenger Safety Week campaigns.

The following activities will be performed:

1. OP/CR checkpoints (day and night)
2. Covert operations
3. Public outreach activities
4. Car seat inspections
5. Purchase of Child Restraint Systems

Child Restraint Inspection Stations

Countermeasure Strategy

Child Restraint System Inspection Station (s)
OP Enforcement
Purchase of Child Restraint Systems

There are (8) inspection stations in the CNMI:

- Saipan has (6): HSO office, HP Section, Susupe Fire station, Garapan Fire station, Kagman Fire station, and Koblerville Fire station
- Tinian has (1): Tinian DPS HP Section
- Rota has (1): Rota DPS HP Section

Parents and caregivers visit these inspection stations for installation of child restraints or for instructions on proper selection, installation, recall and expired seat issues.

Total number of planned inspection stations and/or events in the state serving each of the following population categories: urban, rural, and at-risk:

Populations served – urban: **10**
Populations served – rural: **10**
Populations served –at risk: **10**

CERTIFICATION: The inspection stations/events are staffed with at least one current nationally Certified Child Passenger Safety Technician.

Child Passenger Safety Technicians

Countermeasure Strategy
Child Restraint System Inspection Station (s)
OP Enforcement
Purchase of Child Restraint Systems

The CNMI currently has the following:

- Instructors – 3 (1-Saipan, 1-Tinian, 1-Rota)
- Technicians – 43 (34-Saipan, 4-Tinian, 5-Rota)

Estimated total number of classes to be conducted: **1**
Estimated total number of technicians to be certified: **15**
Estimated total number of instructor candidate: 1

§1300.22 Traffic Safety Information Systems grants

405c State Data Systems Improvement

Project Name and Description	*405c State Data Systems Improvement* • Island-wide Traffic Safety Information System Maintenance, Support (Crash, E-Citation, OSCAR & RAMP) • Upgrade E-Citation Central Database • Design and develop appropriate API for transmitting E-citation Central to the Court Judicial System • RIMS Maintenance / Update. • Design and develop a data analysis and reporting dashboard for the ITSIS. Activities include: • Cost for ITSIS Maintenance & Support / Upgrade • Cost for E-Citation Upgrade & Enhancement. • Cost for Court System Interface for E-Citation. • Cost for Roadway Information System (RIMS) Upgrade/Enhancement/Update • Cost for development of Data Analysis & Reporting Dashboard.
Federal Funding Source(s)	BIL 405c Data Program
Project Agreement Number	24-405c
Subrecipient (s)	Dept. of Public Safety-Highway Safety Office
Organizational Type	Public Safety
Amount of Federal Funds	$340,000.00
Eligible Use of Funds	B3SA, B3SP, B3MUC
Planning & Administration Cost	No
Is Project a Promised Project:	No

Commonwealth of the Northern Mariana Islands
Equipment List
AGA FFY 2024

Item	Quantity	Eligible Use of Funds	Total Cost	NHTSA Share per unit	NHTSA Share Total Cost
SUV Police Package	2	PT24-01	$110,000.00	100%	$110,000.00
Drone with Software	1	PT 24-01	$14,000.00	100%	$1,000.00
Message Board Trailer	1	PT 24-01	$50,000.00	100%	$50,000.00
Smart Speed Radar trailer	1	PT 24-01	30,000.00	100%	$30,000.00
Toughbook	1	PT24-03	$5,000.00	100%	$5,000.00
Toughbook	14	EM 24-01	$70,000.00	100%	$70,000.00

Certification & Assurances (Appendices A & B)

Appendix A to Part 1300—Certifications and Assurances for Highway Safety Grants

[Each fiscal year, the Governor's Representative for Highway Safety must sign these Certifications and Assurances affirming that the State complies with all requirements, including applicable Federal statutes and regulations, that are in effect during the grant period. Requirements that also apply to subrecipients are noted under the applicable caption.]

State: Commonwealth Northern Mariana Islands Fiscal Year: 2024

By submitting an application for Federal grant funds under 23 U.S.C. Chapter 4 or Section 1906, Public Law 109-59, as amended by Section 25024, Public Law 117-58, the State Highway Safety Office acknowledges and agrees to the following conditions and requirements. In my capacity as the Governor's Representative for Highway Safety, I hereby provide the following Certifications and Assurances:

GENERAL REQUIREMENTS

The State will comply with applicable statutes and regulations, including but not limited to:

- 23 U.S.C. Chapter 4—Highway Safety Act of 1966, as amended;
- Sec. 1906, Public Law 109-59, as amended by Sec. 25024, Public Law 117-58;
- 23 CFR part 1300—Uniform Procedures for State Highway Safety Grant Programs;
- 2 CFR part 200—Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards;
- 2 CFR part 1201—Department of Transportation, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards.

INTERGOVERNMENTAL REVIEW OF FEDERAL PROGRAMS

The State has submitted appropriate documentation for review to the single point of contact designated by the Governor to review Federal programs, as required by Executive Order 12372 (Intergovernmental Review of Federal Programs).

FEDERAL FUNDING ACCOUNTABILITY AND TRANSPARENCY ACT (FFATA)

The State will comply with FFATA guidance, *OMB Guidance on FFATA Subaward and Executive Compensation Reporting*, August 27, 2010, (https://www.fsrs.gov/documents/OMB_Guidance_on_FFATA_Subaward_and_Executive_Compensation_Reporting_08272010.pdf) by reporting to FSRS.gov for each sub-grant awarded:

- Name of the entity receiving the award;
- Amount of the award;

- Information on the award including transaction type, funding agency, the North American Industry Classification System code or Catalog of Federal Domestic Assistance number (where applicable), program source;
- Location of the entity receiving the award and the primary location of performance under the award, including the city, State, congressional district, and country; and an award title descriptive of the purpose of each funding action;
    - Unique entity identifier (generated by **SAM.gov**);
- The names and total compensation of the five most highly compensated officers of the entity if:
  (i) the entity in the preceding fiscal year received—
    (I) 80 percent or more of its annual gross revenues in Federal awards;
    (II) $25,000,000 or more in annual gross revenues from Federal awards; and
  (ii) the public does not have access to information about the compensation of the senior executives of the entity through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986;
- Other relevant information specified by OMB guidance.

NONDISCRIMINATION
(applies to subrecipients as well as States)

The State highway safety agency [and its subrecipients] will comply with all Federal statutes and implementing regulations relating to nondiscrimination ("Federal Nondiscrimination Authorities"). These include but are not limited to:

- *Title VI of the Civil Rights Act of 1964* (42 U.S.C. 2000d *et seq.*, 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin);
- *49 CFR part 21* (entitled *Non-discrimination in Federally-Assisted Programs of the Department of Transportation—Effectuation of Title VI of the Civil Rights Act of 1964*);
- *28 CFR 50.3* (U.S. Department of Justice Guidelines for Enforcement of Title VI of the Civil Rights Act of 1964);
- *The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970,* (42 U.S.C. 4601), (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects);
- *Federal-Aid Highway Act of 1973, (23 U.S.C. 324 et seq.), and Title IX of the Education Amendments of 1972,* as amended (20 U.S.C. 1681-1683 and 1685-1686) (prohibit discrimination on the basis of sex);
- *Section 504 of the Rehabilitation Act of 1973,* (29 U.S.C. 794 *et seq.*), as amended, (prohibits discrimination on the basis of disability) and 49 CFR part 27;
- *The Age Discrimination Act of 1975,* as amended, (42 U.S.C. 6101 *et seq.*), (prohibits discrimination on the basis of age);
- *The Civil Rights Restoration Act of 1987*, (Pub. L. 100-209), (broadens scope, coverage, and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms "programs or activities" to include all of the programs or activities of the

Federal aid recipients, subrecipients and contractors, whether such programs or activities are Federally-funded or not);

- *Titles II and III of the Americans with Disabilities Act* (42 U.S.C. 12131-12189) (prohibits discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing) and 49 CFR parts 37 and 38;
- *Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations* (preventing discrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations);
- *Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency* (requiring that recipients of Federal financial assistance provide meaningful access for applicants and beneficiaries who have limited English proficiency (LEP));
- *Executive Order 13985, Advancing Racial Equity and Support for Underserved Communities through the Federal Government (*advancing equity across the Federal Government); and
- *Executive Order 13988, Preventing and Combating Discrimination on the Basis of Gender Identity or Sexual Orientation* (clarifying that sex discrimination includes discrimination on the grounds of gender identity or sexual orientation).

The preceding statutory and regulatory cites hereinafter are referred to as the "Acts" and "Regulations," respectively.

GENERAL ASSURANCES

In accordance with the Acts, the Regulations, and other pertinent directives, circulars, policy, memoranda, and/or guidance, the Recipient hereby gives assurance that it will promptly take any measures necessary to ensure that:

"No person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity, for which the Recipient receives Federal financial assistance from DOT, including NHTSA."

The Civil Rights Restoration Act of 1987 clarified the original intent of Congress, with respect to Title VI of the Civil Rights Act of 1964 and other non-discrimination requirements (the Age Discrimination Act of 1975, and Section 504 of the Rehabilitation Act of 1973), by restoring the broad, institutional-wide scope and coverage of these nondiscrimination statutes and requirements to include all programs and activities of the Recipient, so long as any portion of the program is Federally assisted.

SPECIFIC ASSURANCES

More specifically, and without limiting the above general Assurance, the Recipient agrees with and gives the following Assurances with respect to its Federally assisted Highway Safety Grant Program:

1. The Recipient agrees that each "activity," "facility," or "program," as defined in § 21.23(b) and (e) of 49 CFR part 21 will be (with regard to an "activity") facilitated, or will be (with regard to a "facility") operated, or will be (with regard to a "program") conducted in compliance with all requirements imposed by, or pursuant to the Acts and the Regulations.
2. The Recipient will insert the following notification in all solicitations for bids, Requests For Proposals for work, or material subject to the Acts and the Regulations made in connection with all Highway Safety Grant Programs and, in adapted form, in all proposals for negotiated agreements regardless of funding source:
   "The [name of Recipient], in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 U.S.C 2000d to 2000d-4) and the Regulations, hereby notifies all bidders that it will affirmatively ensure that in any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full and fair opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award."
3. The Recipient will insert the clauses of appendix A and E of this Assurance (also referred to as DOT Order 1050.2A) [1] in every contract or agreement subject to the Acts and the Regulations.
4. The Recipient will insert the clauses of appendix B of DOT Order 1050.2A, as a covenant running with the land, in any deed from the United States effecting or recording a transfer of real property, structures, use, or improvements thereon or interest therein to a Recipient.
5. That where the Recipient receives Federal financial assistance to construct a facility, or part of a facility, the Assurance will extend to the entire facility and facilities operated in connection therewith.
6. That where the Recipient receives Federal financial assistance in the form of, or for the acquisition of, real property or an interest in real property, the Assurance will extend to rights to space on, over, or under such property.
7. That the Recipient will include the clauses set forth in appendix C and appendix D of this DOT Order 1050.2A, as a covenant running with the land, in any future deeds, leases, licenses, permits, or similar instruments entered into by the Recipient with other parties:
   a. for the subsequent transfer of real property acquired or improved under the applicable activity, project, or program; and
   b. for the construction or use of, or access to, space on, over, or under real property acquired or improved under the applicable activity, project, or program.
8. That this Assurance obligates the Recipient for the period during which Federal financial assistance is extended to the program, except where the Federal financial assistance is to provide, or is in the form of, personal property, or real property, or interest therein, or

structures or improvements thereon, in which case the Assurance obligates the Recipient, or any transferee for the longer of the following periods:

a. the period during which the property is used for a purpose for which the Federal financial assistance is extended, or for another purpose involving the provision of similar services or benefits; or
b. the period during which the Recipient retains ownership or possession of the property.

9. The Recipient will provide for such methods of administration for the program as are found by the Secretary of Transportation or the official to whom he/she delegates specific authority to give reasonable guarantee that it, other recipients, sub-recipients, sub-grantees, contractors, subcontractors, consultants, transferees, successors in interest, and other participants of Federal financial assistance under such program will comply with all requirements imposed or pursuant to the Acts, the Regulations, and this Assurance.
10. The Recipient agrees that the United States has a right to seek judicial enforcement with regard to any matter arising under the Acts, the Regulations, and this Assurance.

By signing this ASSURANCE, the State highway safety agency also agrees to comply (and require any sub-recipients, sub-grantees, contractors, successors, transferees, and/or assignees to comply) with all applicable provisions governing NHTSA's access to records, accounts, documents, information, facilities, and staff. You also recognize that you must comply with any program or compliance reviews, and/or complaint investigations conducted by NHTSA. You must keep records, reports, and submit the material for review upon request to NHTSA, or its designee in a timely, complete, and accurate way. Additionally, you must comply with all other reporting, data collection, and evaluation requirements, as prescribed by law or detailed in program guidance.

The State highway safety agency gives this ASSURANCE in consideration of and for obtaining any Federal grants, loans, contracts, agreements, property, and/or discounts, or other Federal-aid and Federal financial assistance extended after the date hereof to the recipients by the U.S. Department of Transportation under the Highway Safety Grant Program. This ASSURANCE is binding on the State highway safety agency, other recipients, sub-recipients, sub-grantees, contractors, subcontractors and their subcontractors', transferees, successors in interest, and any other participants in the Highway Safety Grant Program. The person(s) signing below is/are authorized to sign this ASSURANCE on behalf of the Recipient.

THE DRUG-FREE WORKPLACE ACT OF 1988 (41 U.S.C. 8103)

The State will provide a drug-free workplace by:

a. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited in the grantee's workplace, and specifying the actions that will be taken against employees for violation of such prohibition;
b. Establishing a drug-free awareness program to inform employees about:
    1. The dangers of drug abuse in the workplace;
    2. The grantee's policy of maintaining a drug-free workplace;

3. Any available drug counseling, rehabilitation, and employee assistance programs;
4. The penalties that may be imposed upon employees for drug violations occurring in the workplace;
5. Making it a requirement that each employee engaged in the performance of the grant be given a copy of the statement required by paragraph (a);

c. Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will—
   1. Abide by the terms of the statement;
   2. Notify the employer of any criminal drug statute conviction for a violation occurring in the workplace no later than five days after such conviction;
d. Notifying the agency within ten days after receiving notice under subparagraph (c)(2) from an employee or otherwise receiving actual notice of such conviction;
e. Taking one of the following actions, within 30 days of receiving notice under subparagraph (c)(2), with respect to any employee who is so convicted—
   1. Taking appropriate personnel action against such an employee, up to and including termination;
   2. Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;
f. Making a good faith effort to continue to maintain a drug-free workplace through implementation of all of the paragraphs above.

POLITICAL ACTIVITY (HATCH ACT)

(applies to subrecipients as well as States)

The State will comply with provisions of the Hatch Act (5 U.S.C. 1501-1508), which limits the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

CERTIFICATION REGARDING FEDERAL LOBBYING

(applies to subrecipients as well as States)

CERTIFICATION FOR CONTRACTS, GRANTS, LOANS, AND COOPERATIVE AGREEMENTS

The undersigned certifies, to the best of his or her knowledge and belief, that:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a

Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions;

3. The undersigned shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including subcontracts, subgrants, and contracts under grant, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than $10,000 and not more than $100,000 for each such failure.

RESTRICTION ON STATE LOBBYING
(applies to subrecipients as well as States)

None of the funds under this program will be used for any activity specifically designed to urge or influence a State or local legislator to favor or oppose the adoption of any specific legislative proposal pending before any State or local legislative body. Such activities include both direct and indirect (*e.g.*, "grassroots") lobbying activities, with one exception. This does not preclude a State official whose salary is supported with NHTSA funds from engaging in direct communications with State or local legislative officials, in accordance with customary State practice, even if such communications urge legislative officials to favor or oppose the adoption of a specific pending legislative proposal.

CERTIFICATION REGARDING DEBARMENT AND SUSPENSION
(applies to subrecipients as well as States)

INSTRUCTIONS FOR PRIMARY TIER PARTICIPANT CERTIFICATION (STATES)

1. By signing and submitting this proposal, the prospective primary tier participant is providing the certification set out below and agrees to comply with the requirements of 2 CFR parts 180 and 1200.
2. The inability of a person to provide the certification required below will not necessarily result in denial of participation in this covered transaction. The prospective primary tier participant shall submit an explanation of why it cannot provide the certification set out below. The certification or explanation will be considered in connection with the department or agency's determination whether to enter into this transaction. However, failure of the prospective primary tier participant to furnish a certification or an explanation shall disqualify such person from participation in this transaction.
3. The certification in this clause is a material representation of fact upon which reliance was placed when the department or agency determined to enter into this transaction. If it is later determined that the prospective primary tier participant knowingly rendered an

erroneous certification, in addition to other remedies available to the Federal Government, the department or agency may terminate this transaction for cause or default or may pursue suspension or debarment.

4. The prospective primary tier participant shall provide immediate written notice to the department or agency to which this proposal is submitted if at any time the prospective primary tier participant learns its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
5. The terms **covered transaction, civil judgment, debarment, suspension, ineligible, participant, person, principal, and voluntarily excluded,** as used in this clause, are defined in 2 CFR parts 180 and 1200. You may contact the department or agency to which this proposal is being submitted for assistance in obtaining a copy of those regulations.
6. The prospective primary tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency entering into this transaction.
7. The prospective primary tier participant further agrees by submitting this proposal that it will include the clause titled "Instructions for Lower Tier Participant Certification" including the "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion—Lower Tier Covered Transaction," provided by the department or agency entering into this covered transaction, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions and will require lower tier participants to comply with 2 CFR parts 180 and 1200.
8. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant is responsible for ensuring that its principals are not suspended, debarred, or otherwise ineligible to participate in covered transactions. To verify the eligibility of its principals, as well as the eligibility of any prospective lower tier participants, each participant may, but is not required to, check the System for Award Management Exclusions website (*https://www.sam.gov/*).
9. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
10. Except for transactions authorized under paragraph 6 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency may terminate the transaction for cause or default.

Certification Regarding Debarment, Suspension, and Other Responsibility Matters—Primary Tier Covered Transactions

1. The prospective primary tier participant certifies to the best of its knowledge and belief, that it and its principals:
    a. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participating in covered transactions by any Federal department or agency;
    b. Have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
    c. Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and
    d. Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State, or local) terminated for cause or default.
2. Where the prospective primary tier participant is unable to certify to any of the Statements in this certification, such prospective participant shall attach an explanation to this proposal.

Instructions for Lower Tier Participant Certification

1. By signing and submitting this proposal, the prospective lower tier participant is providing the certification set out below and agrees to comply with the requirements of 2 CFR parts 180 and 1200.
2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension or debarment.
3. The prospective lower tier participant shall provide immediate written notice to the person to which this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
4. The terms **covered transaction, civil judgment, debarment, suspension, ineligible, participant, person, principal, and voluntarily excluded,** as used in this clause, are defined in 2 CFR parts 180 and 1200. You may contact the person to whom this proposal is submitted for assistance in obtaining a copy of those regulations.

5. The prospective lower tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.
6. The prospective lower tier participant further agrees by submitting this proposal that it will include the clause titled "Instructions for Lower Tier Participant Certification" including the "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion—Lower Tier Covered Transaction," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions and will require lower tier participants to comply with 2 CFR parts 180 and 1200.
7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant is responsible for ensuring that its principals are not suspended, debarred, or otherwise ineligible to participate in covered transactions. To verify the eligibility of its principals, as well as the eligibility of any prospective lower tier participants, each participant may, but is not required to, check the System for Award Management Exclusions website (*https://www.sam.gov/*).
8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
9. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension or debarment.

CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY AND VOLUNTARY EXCLUSION—LOWER TIER COVERED TRANSACTIONS

1. The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participating in covered transactions by any Federal department or agency.
2. Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

BUY AMERICA
(applies to subrecipients as well as States)

The State and each subrecipient will comply with the Buy America requirement (23 U.S.C. 313) when purchasing items using Federal funds. Buy America requires a State, or subrecipient, to purchase with Federal funds only steel, iron and manufactured products produced in the United States, unless the Secretary of Transportation determines that such domestically produced items would be inconsistent with the public interest, that such materials are not reasonably available and of a satisfactory quality, or that inclusion of domestic materials will increase the cost of the overall project contract by more than 25 percent. In order to use Federal funds to purchase foreign produced items, the State must submit a waiver request that provides an adequate basis and justification for approval by the Secretary of Transportation.

CERTIFICATION ON CONFLICT OF INTEREST
(applies to subrecipients as well as States)

General Requirements

No employee, officer, or agent of a State or its subrecipient who is authorized in an official capacity to negotiate, make, accept, or approve, or to take part in negotiating, making, accepting, or approving any subaward, including contracts or subcontracts, in connection with this grant shall have, directly or indirectly, any financial or personal interest in any such subaward. Such a financial or personal interest would arise when the employee, officer, or agent, any member of his or her immediate family, his or her partner, or an organization which employs or is about to employ any of the parties indicated herein, has a financial or personal interest in or a tangible personal benefit from an entity considered for a subaward. Based on this policy:

1. The recipient shall maintain a written code or standards of conduct that provide for disciplinary actions to be applied for violations of such standards by officers, employees, or agents.
    a. The code or standards shall provide that the recipient's officers, employees, or agents may neither solicit nor accept gratuities, favors, or anything of monetary value from present or potential subawardees, including contractors or parties to subcontracts.
    b. The code or standards shall establish penalties, sanctions, or other disciplinary actions for violations, as permitted by State or local law or regulations.
2. The recipient shall maintain responsibility to enforce the requirements of the written code or standards of conduct.

Disclosure Requirements

No State or its subrecipient, including its officers, employees, or agents, shall perform or continue to perform under a grant or cooperative agreement, whose objectivity may be impaired because of any related past, present, or currently planned interest, financial or otherwise, in

organizations regulated by NHTSA or in organizations whose interests may be substantially affected by NHTSA activities. Based on this policy:

1. The recipient shall disclose any conflict of interest identified as soon as reasonably possible, making an immediate and full disclosure in writing to NHTSA. The disclosure shall include a description of the action which the recipient has taken or proposes to take to avoid or mitigate such conflict.
2. NHTSA will review the disclosure and may require additional relevant information from the recipient. If a conflict of interest is found to exist, NHTSA may (a) terminate the award, or (b) determine that it is otherwise in the best interest of NHTSA to continue the award and include appropriate provisions to mitigate or avoid such conflict.
3. Conflicts of interest that require disclosure include all past, present, or currently planned organizational, financial, contractual, or other interest(s) with an organization regulated by NHTSA or with an organization whose interests may be substantially affected by NHTSA activities, and which are related to this award. The interest(s) that require disclosure include those of any recipient, affiliate, proposed consultant, proposed subcontractor, and key personnel of any of the above. Past interest shall be limited to within one year of the date of award. Key personnel shall include any person owning more than a 20 percent interest in a recipient, and the officers, employees or agents of a recipient who are responsible for making a decision or taking an action under an award where the decision or action can have an economic or other impact on the interests of a regulated or affected organization.

PROHIBITION ON USING GRANT FUNDS TO CHECK FOR HELMET USAGE
(applies to subrecipients as well as States)

The State and each subrecipient will not use 23 U.S.C. Chapter 4 grant funds for programs to check helmet usage or to create checkpoints that specifically target motorcyclists.

POLICY ON SEAT BELT USE

In accordance with Executive Order 13043, Increasing Seat Belt Use in the United States, dated April 16, 1997, the Grantee is encouraged to adopt and enforce on-the-job seat belt use policies and programs for its employees when operating company-owned, rented, or personally-owned vehicles. The National Highway Traffic Safety Administration (NHTSA) is responsible for providing leadership and guidance in support of this Presidential initiative. For information and resources on traffic safety programs and policies for employers, please contact the Network of Employers for Traffic Safety (NETS), a public-private partnership dedicated to improving the traffic safety practices of employers and employees. You can download information on seat belt programs, costs of motor vehicle crashes to employers, and other traffic safety initiatives at *www.trafficsafety.org*. The NHTSA website (*www.nhtsa.gov*) also provides information on statistics, campaigns, and program evaluations and references.

POLICY ON BANNING TEXT MESSAGING WHILE DRIVING

In accordance with Executive Order 13513, Federal Leadership On Reducing Text Messaging While Driving, and DOT Order 3902.10, Text Messaging While Driving, States are encouraged to adopt and enforce workplace safety policies to decrease crashes caused by distracted driving, including policies to ban text messaging while driving company-owned or rented vehicles, Government-owned, leased or rented vehicles, or privately-owned vehicles when on official Government business or when performing any work on or behalf of the Government. States are also encouraged to conduct workplace safety initiatives in a manner commensurate with the size of the business, such as establishment of new rules and programs or re-evaluation of existing programs to prohibit text messaging while driving, and education, awareness, and other outreach to employees about the safety risks associated with texting while driving.

SECTION 402 REQUIREMENTS

1. To the best of my personal knowledge, the information submitted in the annual grant application in support of the State's application for a grant under 23 U.S.C. 402 is accurate and complete.
2. The Governor is the responsible official for the administration of the State highway safety program, by appointing a Governor's Representative for Highway Safety who shall be responsible for a State highway safety agency that has adequate powers and is suitably equipped and organized (as evidenced by appropriate oversight procedures governing such areas as procurement, financial administration, and the use, management, and disposition of equipment) to carry out the program. (23 U.S.C. 402(b)(1)(A))
3. At least 40 percent of all Federal funds apportioned to this State under 23 U.S.C. 402 for this fiscal year will be expended by or on behalf of political subdivisions of the State in carrying out local highway safety programs (23 U.S.C. 402(b)(1)(C)) or 95 percent by and on behalf of Indian tribes (23 U.S.C. 402(h)(2)), unless this requirement is waived in writing. (This provision is not applicable to the District of Columbia, Puerto Rico, the U.S. Virgin Islands, Guam, American Samoa, and the Commonwealth of the Northern Mariana Islands.)
4. The State's highway safety program provides adequate and reasonable access for the safe and convenient movement of physically handicapped persons, including those in wheelchairs, across curbs constructed or replaced on or after July 1, 1976, at all pedestrian crosswalks. (23 U.S.C. 402(b)(1)(D))
5. As part of a comprehensive program, the State will support a data-based traffic safety enforcement program that fosters effective community collaboration to increase public safety, and data collection and analysis to ensure transparency, identify disparities in traffic enforcement, and inform traffic enforcement policies, procedures, and activities. (23 U.S.C. 402(b)(1)(E))
6. The State will implement activities in support of national highway safety goals to reduce motor vehicle related fatalities that also reflect the primary data-related crash factors within the State, as identified by the State highway safety planning process, including:

- Participation in the National high-visibility law enforcement mobilizations as identified annually in the NHTSA Communications Calendar, including not less than 3 mobilization campaigns in each fiscal year to—
    - Reduce alcohol-impaired or drug-impaired operation of motor vehicles; and
    - Increase use of seat belts by occupants of motor vehicles;
- Sustained enforcement of statutes addressing impaired driving, occupant protection, and driving in excess of posted speed limits;
- An annual statewide seat belt use survey in accordance with 23 CFR part 1340 for the measurement of State seat belt use rates, except for the Secretary of Interior on behalf of Indian tribes;
- Development of statewide data systems to provide timely and effective data analysis to support allocation of highway safety resources;
- Coordination of triennial Highway Safety Plan, data collection, and information systems with the State strategic highway safety plan, as defined in 23 U.S.C. 148(a); and
- Participation in the Fatality Analysis Reporting System (FARS), except for American Samoa, Guam, the Commonwealth of the Northern Mariana Islands, or the United States Virgin Islands

7. The State will actively encourage all relevant law enforcement agencies in the State to follow the guidelines established for vehicular pursuits issued by the International Association of Chiefs of Police that are currently in effect. (23 U.S.C. 402(j))
8. The State will not expend Section 402 funds to carry out a program to purchase, operate, or maintain an automated traffic enforcement system, except in a work zone or school zone. (23 U.S.C. 402(c)(4))

I understand that my statements in support of the State's application for Federal grant funds are statements upon which the Federal Government will rely in determining qualification for grant funds, and that knowing misstatements may be subject to civil or criminal penalties under 18 U.S.C. 1001. I sign these Certifications and Assurances based on personal knowledge, and after appropriate inquiry.

Click here to validate form fields and permit signature

07/28/23

Signature Governor's Representative for Highway Safety — Date

Clement R. Bermudes

Printed name of Governor's Representative for Highway Safety

Appendix B to Part 1300—Application Requirements for Section 405 and Section 1906 Grants

*[Each fiscal year, to apply for a grant under **23 U.S.C. 405** or Section 1906, **Public Law 109-59**, as amended by Section 25024, **Public Law 117-58**, the State must complete and submit all required information in this appendix, and the Governor's Representative for Highway Safety must sign the Certifications and Assurances.]*

State: Commonwealth of the Northern Mariana Islands Fiscal Year: 2024

Instructions: Check the box for each part for which the State is applying for a grant, fill in relevant blanks, and identify the attachment number or page numbers where the requested information appears in the Highway Safety Plan. Attachments may be submitted electronically.

☑ **PART 1: OCCUPANT PROTECTION GRANTS (23 CFR 1300.21)**

*[Check the box above **only** if applying for this grant.]*

ALL STATES

[Fill in all blanks below.]

- The State's occupant protection program area plan for the upcoming fiscal year is provided in the annual grant application at Pages 8,-11 , and pages 25-26 (location).
- The State will participate in the Click it or Ticket national mobilization in the fiscal year of the grant. The description of the State's planned participation is provided in the annual grant application at Page 8 and 25 (location).
- Projects demonstrating the State's active network of child restraint inspection stations are provided in the annual grant application at Pages 11 and 26 (location). Such description includes estimates for: (1) the total number of planned inspection stations and events during the upcoming fiscal year; and (2) within that total, the number of planned inspection stations and events serving each of the following population categories: urban, rural, and at-risk. The planned inspection stations/events provided in the annual grant application are staffed with at least one current nationally Certified Child Passenger Safety Technician.
- Projects, as provided in the annual grant application at Pages 8 and 26 (location), that include estimates of the total number of classes and total number of technicians to be trained in the upcoming fiscal year to ensure coverage of child passenger safety inspection stations and inspection events by nationally Certified Child Passenger Safety Technicians.

LOWER SEAT BELT USE STATES ONLY

[Check at least 3 boxes below and fill in all blanks under those checked boxes.]

☐ The State's primary seat belt use law, requiring all occupants riding in a passenger motor vehicle to be restrained in a seat belt or a child restraint, was enacted on _____ (date) and last amended on _____ (date), is in effect, and will be enforced during the fiscal year of the grant.

- *Legal citation(s):*

  _____

☐ The State's occupant protection law, requiring occupants to be secured in a seat belt or age-appropriate child restraint while in a passenger motor vehicle and a minimum fine of $25, was enacted on _____ (date) and last amended on _____ (date) and is in effect and will be enforced during the fiscal year of the grant.

- *Legal citation(s):*
  - Requirement for all occupants to be secured in seat belt or age-appropriate child restraint;

    _____
  - Coverage of all passenger motor vehicles;

    _____
  - Minimum fine of at least $25;

    _____
  - Exemptions from restraint requirements.

    _____

☐ Projects demonstrating the State's seat belt enforcement plan are provided in the annual grant application at

_____ (location).

☐ The projects demonstrating the State's high risk population countermeasure program are provided in the annual grant application at

_____ (location).

☐ The State's comprehensive occupant protection program is provided as follows:

- Date of NHTSA-facilitated program assessment conducted within 5 years prior to the application date: _____ (date);
- Multi-year strategic plan: annual grant application or triennial HSP at

  _____(location);
- The name and title of the State's designated occupant protection coordinator is

  _____.
- The list that contains the names, titles, and organizations of the statewide occupant protection task force membership: annual grant application at

  _____ (location).

☐ The State's NHTSA-facilitated occupant protection program assessment of all elements of its occupant protection program was conducted on _____ (date) (within 5 years of the application due date);

☑ **PART 2: STATE TRAFFIC SAFETY INFORMATION SYSTEM IMPROVEMENTS GRANTS (23 CFR 1300.22)**

[Check the box above only if applying for this grant.]

ALL STATES

☑ The State has a functioning traffic records coordinating committee that meets at least 3 times each year.

☑ The State has designated a TRCC coordinator.

☑ The State has established a State traffic records strategic plan, updated annually, that has been approved by the TRCC and describes specific quantifiable and measurable improvements anticipated in the State's core safety databases, including crash, citation or adjudication, driver, emergency medical services or injury surveillance system, roadway, and vehicle databases.

☑ [*Fill in the blank below.*] Written description of the performance measure(s), and all supporting data, that the State is relying on to demonstrate achievement of the quantitative improvement in the preceding 12 months of the application due date in relation to one or more of the significant data program attributes is provided in the annual grant application at

Section 5, pages 26-32 (location).

☐ **PART 3: IMPAIRED DRIVING COUNTERMEASURES (23 CFR 1300.23(D)-(F))**

[Check the box above only if applying for this grant.]

ALL STATES

☐ The State will use the funds awarded under 23 U.S.C. 405(d) only for the implementation of programs as provided in 23 CFR 1300.23(j).

MID-RANGE STATES ONLY

[*Check one box below and fill in all blanks under that checked box.*]

☐ The State submits its statewide impaired driving plan approved by a statewide impaired driving task force on _____ (date). Specifically:

- Annual grant application at
  _____ (location)
  describes the authority and basis for operation of the statewide impaired driving task force;
- Annual grant application at
  _____ (location)
  contains the list of names, titles, and organizations of all task force members;
- Annual grant application at
  _____ (location)
  contains the strategic plan based on Highway Safety Guideline No. 8—Impaired Driving.

☐ The State has previously submitted a statewide impaired driving plan approved by a statewide impaired driving task force on _____ (date) and continues to use this plan.

[*For fiscal year 2024 grant applications only.*]

☐ The State will convene a statewide impaired driving task force to develop a statewide impaired driving plan and will submit that plan by August 1 of the grant year.

HIGH-RANGE STATE ONLY

[*Check one box below and fill in all blanks under that checked box.*]

☐ The State submits its statewide impaired driving plan approved by a statewide impaired driving task force on _____ (date) that includes a review of a NHTSA-facilitated assessment of the State's impaired driving program conducted on _____ (date). Specifically:

- Annual grant application at
  _____ (location)
  describes the authority and basis for operation of the statewide impaired driving task force;
- Annual grant application at
  _____ (location)
  contains the list of names, titles, and organizations of all task force members;
- Annual grant application at
  _____ (location)
  contains the strategic plan based on Highway Safety Guideline No. 8—Impaired Driving;
- Annual grant application at
  _____ (location)
  addresses any related recommendations from the assessment of the State's impaired driving program;
- Annual grant application at
  _____ (location)
  contains the projects, in detail, for spending grant funds;

- Annual grant application at _____ (location) describes how the spending supports the State's impaired driving program and achievement of its performance targets.

☐ The State submits an updated statewide impaired driving plan approved by a statewide impaired driving task force on _____ (date) and updates its assessment review and spending plan provided in the annual grant application at _____ (location).

[*For fiscal year 2024 grant applications only.*]

☐ The State's NHTSA-facilitated assessment was conducted on _____ (date) (within 3 years of the application due date); OR

☐ The State will conduct a NHTSA-facilitated assessment during the grant year; AND The State will convene a statewide impaired driving task force to develop a statewide impaired driving plan and will submit that plan by August 1 of the grant year.

☐ PART 4: ALCOHOL-IGNITION INTERLOCK LAWS (23 CFR 1300.23(G))

[Check the box above only if applying for this grant.]

[Check one box below and fill in all blanks under that checked box.]

☐ The State's alcohol-ignition interlock law, requiring all individuals convicted of driving under the influence or of driving while intoxicated to drive only motor vehicles with alcohol-ignition interlocks for a period of not less than 180 days, was enacted on _____ (date) and last amended on _____ (date), is in effect, and will be enforced during the fiscal year of the grant.

- *Legal citations:*
  - Requirement for alcohol-ignition interlocks for all DUI offenders for not less than 180 days;

    _____
  - Identify all alcohol-ignition interlock use exceptions.

    _____

☐ The State's alcohol-ignition interlock law, requiring an individual convicted of driving under the influence of alcohol or of driving while intoxicated, and who has been ordered to use an alcohol-ignition interlock, and does not permit the individual to receive any driving privilege or driver's license unless the individual installs on each motor vehicle registered, owned, or leased by the individual an alcohol-ignition interlock for a period of not less than 180 days, was enacted on _____ (date) and last amended on _____ (date), is in effect, and will be enforced during the fiscal year of the grant.

- *Legal citations:*
  - Requirement for installation of alcohol ignition-interlocks for DUI offenders for not less than 180 days;

    _____

  - Identify all alcohol-ignition interlock use exceptions.

    _____

☐ The State's alcohol-ignition interlock law, requiring an individual convicted of, or the driving privilege of whom is revoked or denied, for refusing to submit to a chemical or other appropriate test for the purpose of determining the presence or concentration of any intoxicating substance, and who has been ordered to use an alcohol-ignition interlock, requires the individual to install on each motor vehicle to be operated by the individual an alcohol-ignition interlock for a period of not less than 180 days, was enacted on _____ (date) and last amended on _____ (date), is in effect, and will be enforced during the fiscal year of the grant; and

The State's compliance-based removal program, requiring an individual convicted of driving under the influence of alcohol or of driving while intoxicated, and who has been ordered to use an alcohol-ignition interlock, requires the individual to install on each motor vehicle to be operated by the individual an alcohol-ignition interlock for a period of not less than 180 days, was enacted (if a law) or implemented (if a program) on _____ (date) and last amended on _____ (date), is in effect, and will be enforced during the fiscal year of the grant; and

State's compliance-based removal program, requiring completion of a minimum consecutive period of not less than 40 percent of the required period of alcohol-ignition interlock installation immediately prior to the end of the individual's installation requirement, without a confirmed violation of the State's alcohol-ignition interlock program use requirements, was enacted (if a law) or implemented (if a program) on _____ (date) and last amended on _____ (date), is in effect, and will be enforced during the fiscal year of the grant.

- *Legal citations:*
  - Requirement for installation of alcohol-ignition interlocks for refusal to submit to a test for 180 days;

    _____

  - Requirement for installation of alcohol ignition-interlocks for DUI offenders for not less than 180 days;

    _____

  - Requirement for completion of minimum consecutive period of not less than 40 percent of the required period of alcohol-interlock use;

    _____

- Identify list of alcohol-ignition interlock program use violations;

_____

- Identify all alcohol-ignition interlock use exceptions.

_____

☐ **PART 5: 24-7 SOBRIETY PROGRAMS (23 CFR 1300.23(H))**

[Check the box above only if applying for this grant.]

[Fill in all blanks.]

☐ The State provides citations to a law that requires all individuals convicted of driving under the influence or of driving while intoxicated to receive a restriction on driving privileges that was enacted on _____ (date) and last amended on _____ (date), is in effect, and will be enforced during the fiscal year of the grant.

- *Legal citation(s):*

_____

[Check at least one of the boxes below and fill in all blanks under that checked box.]

☐ *Law citation.* The State provides citations to a law that authorizes a statewide 24-7 sobriety program that was enacted on _____ (date) and last amended on _____ (date), is in effect, and will be enforced during the fiscal year of the grant.

- *Legal citation(s):*

_____

☐ *Program information.* The State provides program information that authorizes a statewide 24-7 sobriety program. The program information is provided in the annual grant application at _____ (location).

☐ **PART 6: DISTRACTED DRIVING GRANTS (23 CFR 1300.24)**

[Check the box above only if applying for this grant and check the box(es) below for each grant for which you wish to apply.]

☐ The State has conformed its distracted driving data to the most recent Model Minimum Uniform Crash Criteria (MMUCC) and will provide supporting data (*i.e.*, the State's most

recent crash report with distracted driving data element(s)) within 30 days after notification of award.

DISTRACTED DRIVING AWARENESS GRANT

☐ The State provides sample distracted driving questions from the State's driver's license examination in the annual grant application at

_____ (location).

DISTRACTED DRIVING LAW GRANTS

☐ **Prohibition on Texting While Driving**

State's texting ban statute, prohibiting texting while driving and requiring a fine, was enacted on _____ (date) and last amended on _____ (date), is in effect, and will be enforced during the fiscal year of the grant.

- *Legal citations:*
  - Prohibition on texting while driving;

    _____
  - Definition of covered wireless communication devices;

    _____
  - Fine for an offense;

    _____
  - Exemptions from texting ban.

    _____

☐ **Prohibition on Handheld Phone Use While Driving**

The State's handheld phone use ban statute, prohibiting a driver from holding a personal wireless communications device while driving and requiring a fine for violation of the law, was enacted on _____ (date) and last amended on _____ (date), is in effect, and will be enforced during the fiscal year of the grant.

- *Legal citations:*
  - Prohibition on handheld phone use;

    _____
  - Definition of covered wireless communication devices;

    _____
  - Fine for an offense;

    _____
  - Exemptions from handheld phone use ban.

    _____

☐ **Prohibition on Youth Cell Phone Use While Driving**

The State's youth cell phone use ban statute, prohibiting youth cell phone use while driving, and requiring a fine, was enacted on _____ (date) and last amended on _____ (date), is in effect, and will be enforced during the fiscal year of the grant.

- *Legal citations:*
  - Prohibition on youth cell phone use while driving;

    _____
  - Definition of covered wireless communication devices;

    _____
  - Fine for an offense;

    _____
  - Exemptions from youth cell phone use ban

    _____

☐ **Prohibition on Viewing Devices While Driving**
The State's viewing devices ban statute, prohibiting drivers from viewing a device while driving, was enacted on _____ (date) and last amended on _____ (date), is in effect, and will be enforced during the fiscal year of the grant

- *Legal citations:*
  - Prohibition on viewing devices while driving;

    _____
  - Definition of covered wireless communication devices;

    _____

☐ **PART 7: MOTORCYCLIST SAFETY GRANTS (23 CFR 1300.25)**

[Check the box above only if applying for this grant.]

[Check at least 2 boxes below and fill in all blanks under those checked boxes only.]

☐ **Motorcycle Rider Training Course**

- The name and organization of the head of the designated State authority over motorcyclist safety issues is _____
- The head of the designated State authority over motorcyclist safety issues has approved and the State has adopted one of the following introductory rider curricula:
  [*Check at least one of the following boxes below and fill in any blanks.*]
  - Motorcycle Safety Foundation Basic Rider Course;
  - TEAM OREGON Basic Rider Training;
  - Idaho STAR Basic I;
  - California Motorcyclist Safety Program Motorcyclist Training Course;
  - Other curriculum that meets NHTSA's Model National Standards for Entry-Level Motorcycle Rider Training and that has been approved by NHTSA.
- In the annual grant application at _____ (location), a list of counties or political subdivisions in the State where motorcycle rider training courses will be conducted during the fiscal year of the

grant AND number of registered motorcycles in each such county or political subdivision according to official State motor vehicle records.

☐ **Motorcyclist Awareness Program**

- The name and organization of the head of the designated State authority over motorcyclist safety issues is _____.
- The State's motorcyclist awareness program was developed by or in coordination with the designated State authority having jurisdiction over motorcyclist safety issues.
- In the annual grant application at _____ (location), performance measures and corresponding performance targets developed for motorcycle awareness that identify, using State crash data, the counties, or political subdivisions within the State with the highest number of motorcycle crashes involving a motorcycle and another motor vehicle.
- In the annual grant application at _____ (location), the projects demonstrating that the State will implement data-driven programs in a majority of counties or political subdivisions where the incidence of crashes involving a motorcycle and another motor vehicle is highest, and a list that identifies, using State crash data, the counties or political subdivisions within the State ranked in order of the highest to lowest number of crashes involving a motorcycle and another motor vehicle per county or political subdivision.

☐ **Helmet Law**

- The State's motorcycle helmet law, requiring the use of a helmet for each motorcycle rider under the age of 18, was enacted on _____ (date) and last amended on _____ (date), is in effect, and will be enforced during the fiscal year of the grant.
  - *Legal citation(s):*

    _____

☐ **Reduction of Fatalities and Crashes Involving Motorcycles**

- Data showing the total number of motor vehicle crashes involving motorcycles is provided in the annual grant application at _____ (location).
- Description of the State's methods for collecting and analyzing data is provided in the annual grant application at _____ (location).

☐ **Impaired Motorcycle Driving Program**

- In the annual grant application or triennial HSP at _____ (location), performance measures and corresponding performance targets developed to reduce impaired motorcycle operation.
- In the annual grant application at _____ (location), countermeasure strategies and projects demonstrating that the State will implement data-driven programs designed to reach motorcyclists and motorists in those jurisdictions where the incidence of motorcycle crashes involving an impaired operator is highest (*i.e.*, the majority of counties or political

subdivisions in the State with the highest numbers of motorcycle crashes involving an impaired operator) based upon State data.

☐ **Reduction of Fatalities and Crashes Involving Impaired Motorcyclists**

- Data showing the total number of reported crashes involving alcohol-impaired and drug-impaired motorcycle operators are provided in the annual grant application at _____ (location).
- Description of the State's methods for collecting and analyzing data is provided in the annual grant application at _____ (location).

☐ **Use of Fees Collected From Motorcyclists for Motorcycle Programs**

[*Check one box only below and fill in all blanks under the checked box only.*]

☐ Applying as a Law State—

- The State law or regulation requires all fees collected by the State from motorcyclists for the purpose of funding motorcycle training and safety programs are to be used for motorcycle training and safety programs.
  Legal citation(s):
  _____.

  AND

  The State's law appropriating funds for FY __ demonstrates that all fees collected by the State from motorcyclists for the purpose of funding motorcycle training and safety programs are spent on motorcycle training and safety programs.
  Legal citation(s):
  _____.

☐ Applying as a Data State—

- Data and/or documentation from official State records from the previous fiscal year showing that *all* fees collected by the State from motorcyclists for the purpose of funding motorcycle training and safety programs were used for motorcycle training and safety programs is provided in the annual grant application at _____ (location).

☐ **PART 8: NONMOTORIZED SAFETY GRANTS (23 CFR 1300.26)**

[Check the box above only if applying for this grant and only if NHTSA has identified the State as eligible because the State annual combined nonmotorized road user fatalities exceed 15 percent of the State's total annual crash fatalities based on the most recent calendar year final FARS data, then fill in the blank below.]

The list of project(s) and subrecipient(s) information that the State plans to conduct under this program is provided in the annual grant application at

_____ (location(s)).

☐ **PART 9: PREVENTING ROADSIDE DEATHS GRANTS (23 CFR 1300.27)**

[Check the box above only if applying for this grant, then fill in the blank below.]

The State's plan describing the method by which the State will use grant funds is provided in the annual grant application at

_____ (location(s)).

☐ **PART 10: DRIVER AND OFFICER SAFETY EDUCATION GRANTS (23 CFR 1300.28)**

[Check the box above only if applying for this grant.]

[Check one box only below and fill in required blanks under the checked box only.]

☐ **Driver Education and Driving Safety Courses**
[Check one box only below and fill in all blanks under the checked box only.]

☐ Applying as a law State—

- The State law requiring that driver education and driver safety courses include instruction and testing related to law enforcement practices during traffic stops was enacted on _____ (date) and last amended on _____ (date), is in effect, and will be enforced during the fiscal year of the grant.
- *Legal citation(s):*

_____.

☐ Applying as a documentation State—

- The State has developed and is implementing a driver education and driving safety course throughout the State that require driver education and driver safety courses to include instruction and testing related to law enforcement practices during traffic stops.
- Curriculum or course materials, and citations to grant required topics within, are provided in the annual grant application at

_____ (location).

☐ **Peace Officer Training Programs**
[Check one box only below and fill in all blanks under the checked box only.]

☐ Applying as a law State—

- The State law requiring that the State has developed and implemented a training program for peace officers and reserve law enforcement officers with respect to proper interaction with civilians during traffic stops was

enacted on _____ (date) and last amended on _____ (date), is in effect, and will be enforced during the fiscal year of the grant.

- *Legal citation(s):*

_____.

☐ Applying as a documentation State—

- The State has developed and is implementing a training program for peace officers and reserve law enforcement officers with respect to proper interaction with civilians during traffic stops.
- Curriculum or course materials, and citations to grant required topics within, are provided in the annual grant application at

_____ (location).

☐ Applying as a qualifying State—

- A proposed bill or planning or strategy documents that identify meaningful actions that the State has taken and plans to take to develop and implement a qualifying law or program is provided in the annual grant application at

_____ (location).

- A timetable for implementation of a qualifying law or program within 5 years of initial application for a grant under this section is provided in the annual grant application at

_____ (location).

☐ PART 11: RACIAL PROFILING DATA COLLECTION GRANTS (23 CFR 1300.29)

[Check the box above only if applying for this grant.]

[Check one box only below and fill in all blanks under the checked box only.]

☐ The official document(s) (*i.e.*, a law, regulation, binding policy directive, letter from the Governor or court order) demonstrates that the State maintains and allows public inspection of statistical information on the race and ethnicity of the driver for each motor vehicle stop made by a law enforcement officer on all public roads except those classified as local or minor rural roads are provided in the annual grant application at

_____ (location).

☐ The projects that the State will undertake during the fiscal year of the grant to maintain and allow public inspection of statistical information on the race and ethnicity of the driver for each motor vehicle stop made by a law enforcement officer on all public roads except those classified as local or minor rural roads are provided in the annual grant application at _____ (location).

In my capacity as the Governor's Representative for Highway Safety, I hereby provide the following certifications and assurances —

- I have reviewed the above information in support of the State's application for 23 U.S.C. 405 and Section 1906 grants, and, based on my review, the information is accurate and complete to the best of my personal knowledge.
- As condition of each grant awarded, the State will use these grant funds in accordance with the specific statutory and regulatory requirements of that grant, and will comply with all applicable laws, regulations, and financial and programmatic requirements for Federal grants.
- I understand and accept that incorrect, incomplete, or untimely information submitted in support of the State's application may result in the denial of a grant award.

Click here to validate form fields and permit signature

Signature Governor's Representative for Highway Safety

07/31/23

Date

Clement R. Bermudes, Commissioner

Printed name of Governor's Representative for Highway Safety

Commonwealth of Northern Mariana Islands

(CNMI)

TRAFFIC RECORDS STRATEGIC PLAN

CNMI-TRCC

August 2023

Table of Contents

1.0 INTRODUCTION

A traffic records system consists of data about a state's roadway transportation network and the people and vehicles that use it. The six primary components of a state traffic records system are: Crash, Driver, Vehicle, Roadway, Citation/Adjudication, and Injury Surveillance. Quality traffic records data exhibiting the six primary data quality attributes—timeliness, accuracy, completeness, uniformity, integration, and accessibility—is necessary to improve traffic safety and effectively manage the motor vehicle transportation network, at the Federal, State, and local levels. Such data enables problem identification, countermeasure development and application, and outcome evaluation. Continued application of data-driven, science-based management practices can decrease the frequency of traffic crashes and mitigate their substantial negative effects on individuals and society.

State traffic records systems are the culmination of the combined efforts of collectors, managers, and users of data. Collaboration and cooperation between these groups can improve data and ensure that the data is used in ways that provide the greatest benefit to traffic safety efforts. Thoughtful, comprehensive, and uniform data use and governance policies can improve service delivery, link business processes, maximize return on investments, and improve risk management.

1.1 CNMI TRAFFIC RECORDS COORDINATING COMMITTEE VISION

The vision of the CNMI Traffic Records Coordinating Committee (TRCC) is a comprehensive Traffic Records System that provides reliable Data critical to the development of policies, and programs that enhance the operation and safety of the CNMI roadway system.

CNMI's traffic records information comprised of ***Crash, Driver, Vehicle, Roadway, Citation/Adjudication, and Injury Surveillance Data System***. These components, is made up of:

- All reportable traffic crashes.
- Driver citations
- Adjudication/judicial outcome data
- Driver licenses and registered vehicles
- Commercial motor vehicles
- Emergency Medical Systems and vital statistics
- Roadway geometrics and features
- Location information via Geographic Information Systems

2.0 TRCC CHARTER

Objective

To create an inter-agency traffic records committee composed of all agencies involved in highway safety for the purpose of providing directions on all matters related to the CNMI Traffic Records System.

Mission

Promote the effective use of information technology in support of the highway safety goals and objectives of the CNMI. The TRCC will adopt a global view of the data required to make the business of highway safety work and develop information systems and business processes that promote the sharing of highway safety data among all agencies involved. We will support data improvements that eliminate duplication, improve uniformity, promote electronic data collection, and facilitate data access and use.

Goal

Ensure that accurate, complete, and timely traffic safety data is collected, analyzed, and made available for decision making among appropriate partners.

Memorandum of Understanding

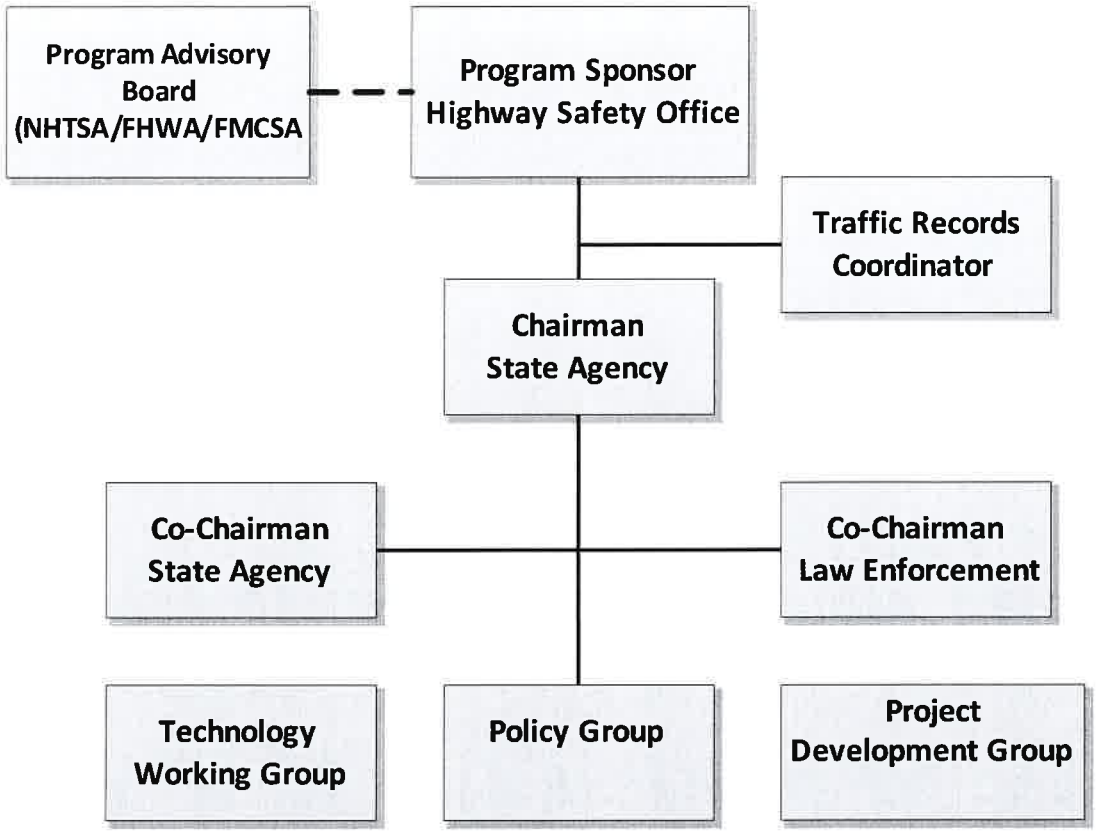
(i) Have authority to review any of the State's highway safety data and traffic records systems and any changes to such systems before the changes are implemented.

(ii) Consider and coordinate the views of organizations in the State that are involved in the collection, administration, and use of highway safety data and traffic records systems, and represent those views to outside organizations.

(iii) Review and evaluate new technologies to keep the highway safety data and traffic records system current; and

(iv) Approve annually the membership of the TRCC, the TRCC coordinator, any change to the State's multi-year Strategic Plan required under paragraph (c) of this section, and performance measures to be used to demonstrate quantitative progress in the accuracy, completeness, timeliness, uniformity, accessibility, or integration of a core highway safety database.

2.1 TRCC ORGANIZATION CHART



2.2 TRCC ROLES DEFINITION

Program Sponsor	Provide funding and program monitoring.
Traffic Records Coordinator	Plan and manage all TRCC activities. Serves as the State project manager for all approved TRCC projects. Provide program progress reports to the TRCC Chair. Lead and facilitate TRCC and TREC meetings.
TRCC Chair	Serves as the State Traffic Records Champion; coordinate TRCC and TREC meetings with the Traffic Records Coordinator; work with co-chair agencies to provide leadership and management to the TRCC.
TRCC Co-Chair	Provide program support to the Chair; participate in all TRCC activities.
Technology Working Group	Develop/adopt system data exchange standard; data sharing methodology; system interface; system security requirement, etc.
Policy Working Group	Develop Traffic Records program operating policy and procedures (i.e., data sharing, data usage, data access, information release to the public, etc.).
Project Development Working Group	Review project plans, consolidate plans, prioritize plans, develop project benchmarks for measuring progress, submit project for funding.

2.3 TRCC ROLES AND RESPONSIBILITY

Program Sponsor	Margarita Dlg. Camacho Coordinator DPS, HSO	mdlgcamacho@dps.gov.mp
Traffic Records Coordinator	Leonardo Duenas HSO	ltduenas@dps.gov.mp
TRCC Chairperson	Robert Naraja Presiding Judge Superior Court	rnaraja@justice.gov.mp
TRCC Co-Chair	Juan Pua, Acting Commissioner Department of Fire/EMS	jpua@dfems.gov.mp
Law Enforcement	Jerry Ayuyu Assistant Chief, OIC DPS Highway Patrol/Motor Carrier	jayuyu@dps.gov.mp
Project Development Working Group Chair	Michael Villacrusis CNMI Court, MIS	michael.villacrusis@justice.gov.mp
Technology Working Group Chair	John Guerrero Administrator DPS MIS	johndguerrero@dps.gov.mp
Policy Working Group	Attorney General office	

2.4 TRCC AUTHORITY

The CNMI Traffic Records Executive Committee (TREC) authorized the TRCC to carry out its mission as stated in the TRCC Charter.

The following Administrators are the members of the TREC.

Crash Data; Driver License and Vehicle Registration Data Systems

Name: Clement R. Bermudes
Title: Commissioner
Agency: Department of Public Safety

Roadway Data Systems:
Name: Ray N. Yumul
Title: Secretary
Agency: Department of Public Works

Injury Surveillance / EMS Data System:
Name: Juan Pua
Title: Acting Commissioner
Agency: Department of Fire/EMS

Citation / Adjudication Data System:
Name: Robert C. Naraja
Title: Presiding Judge
Agency: Superior Court

TRCC (Technical Level) – The CNMI TRCC, supported by the Highway Safety Office, continues an active, full schedule. In its efforts to seek improvements in the Territory's traffic records system, as outlined in the Strategic Plan and reflected in the 2019 Traffic Records Assessments, the TRCC's emphasis has followed the original recommendations from the Section 408/405c process for measures of improvements – *completeness, uniformity, timeliness, accuracy, integration,* and *accessibility* of the data by stakeholders.

2.5 TRCC CERTIFICATION

The CNMI Traffic Records Coordinating Committee continues to operate and function as the organization responsible for the planning and implementation of commonwealth traffic safety data system improvements.

The TRCC members approved the Strategic Plan along with the projects selected for the FY 2024 Section 405 (c) Program at the June 20, 2023, meeting.

Margarita DLG. Camacho
Coordinator, DPS HSO

2.6 MEMBERSHIP ROSTER

ITSIS System	Role	Name	Organization	Agency
Crash/C/A	User	Margarita Camacho, HSO Coordinator	Highway Safety Office	DPS
Crash/C/A	User	Leonardo T. Duenas, TRCC Coordinator	Highway Safety Office	DPS
Crash/C/A	User	Catherine Muna, Statistician	Highway Safety Office	DPS
Driver/Vehicle	Collector/User	Paul T. Ogumoro, Assistant Chief	Bureau of Motor Vehicles	DPS
EMS/Injury Surveillance	Collector	Michael Langdon, Sgt.	Highway Patrol	DPS
Crash/Citation	Management	John DL Guerrero, Administrator	MIS	DPS
Crash/C/A	Collector/User	Daniel Smith, Lt.	Highway Patrol	DPS
Crash/C/A	Collector/User	Jerry Ayuyu Assistant Chief, OIC	Highway Patrol/Motor Carrier	DPS
Crash/C/A	Collector/User	Bernard Santos, Assistant Chief, OIC	Boating Safety Section	DPS
Citation/Adjudication	Management	William Rathburn	MIS	AG
Citation/Adjudication	Management	Michael Villacrusis	MIS	Judiciary
Citation/Adjudication	User/Management	Presiding Judge Robert Naraja	Superior Court	Judiciary
Roadway	Collector/User	Thomas Camacho, Director	TSD, Department of Public Works	DPW

Roadway	Management	Ray Yumul, Secretary	Department of Public works	DPW
Crash/C/A	Management	Clement Bermudes, Commissioner	Department of Public Safety	DPS
EMS/Injury Surveillance	Management	Juan Pua, Acting Commissioner	Department of Fire/EMS	EMS

3.0 TRAFFIC RECORDS SYSTEM STRATEGIC PLAN

3.1 TRAFFIC RECORDS SYSTEM DEFICIENCIES

A Traffic Records Assessment was conducted for the CNMI between November 9, 2018, and February 19, 2019. This assessment was conducted using the National Highway Transportation Safety Administration (NHTSA), State Traffic Records Assessment Program (STRAP). STRAP is a web-based application for assessment. The NHTSA assigned assessment facilitator works with the State assessment coordinator to prepare for the assessment and establish a schedule.

Following the kickoff meeting that explained the assessment process, a system token was provided that enabled the State Traffic Records Coordinator to log onto STRAP to enter answers to questions received or designate responsible stakeholders. Three Hundred and Twenty-Eight (328) assessment questions were answered that addressed all territory traffic records data systems.

A group of qualified selected independent assessors by NHTSA rate the responses and determined how closely CNMI's capabilities match those of the ideal system outlined in the Traffic Records Advisory. The following is the Executive Summary of the Assessment results:

Out of 328 assessment questions, Mariana Islands met the Advisory ideal for 107 questions (33%), partially met the Advisory ideal for 47 questions (14%) and did not meet the Advisory ideal for 174 questions (53%).

As Figure 1 illustrates, within each assessment module, Mariana Islands met the criteria outlined in the Traffic Records Program Assessment Advisory 75% of the time for Traffic Records Coordinating Committee Management, 91% of the time for Strategic Planning, 67% of the time for Crash, 33% of the time for Vehicle, 17% of the time for Driver, 24% of the time for Roadway, 14% of the time for Citation and Adjudication, 21% of the time for EMS / Injury Surveillance, and 17% of the time for Data Use and Integration.

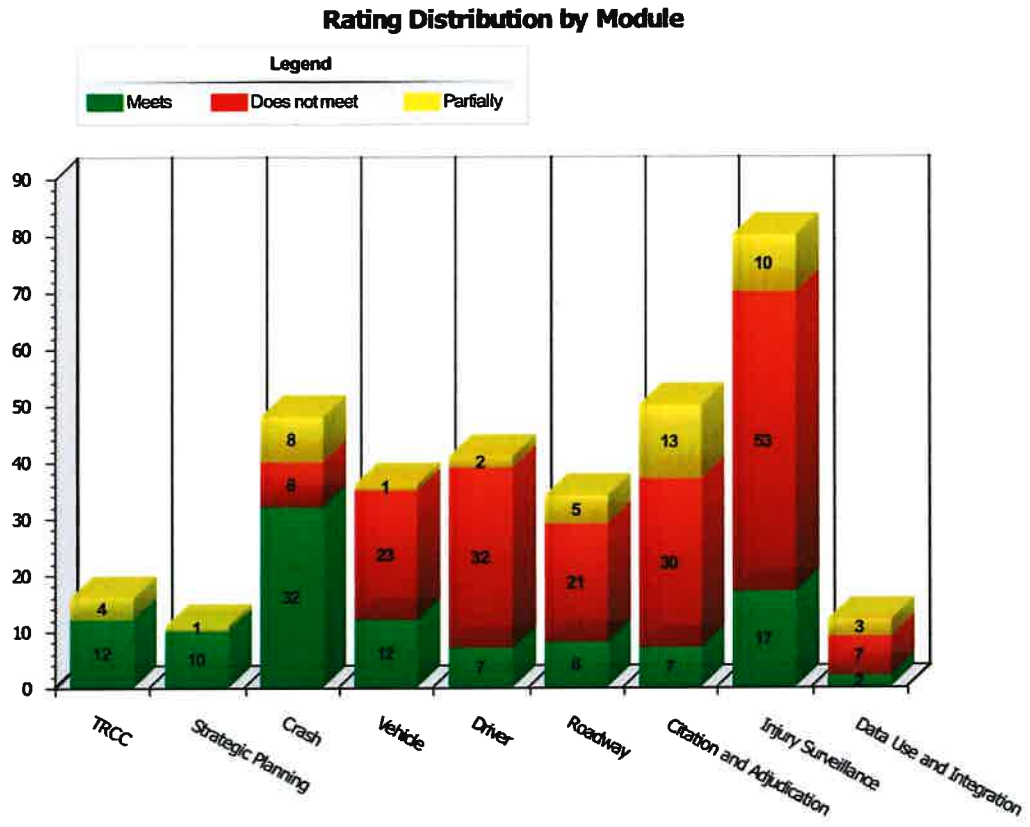


Figure 1. Assessment Rating Distribution Module

The CNMI Traffic Records Coordinating Committee (TRCC) has reviewed the recommendations provided by the National Highway Traffic Safety Administration Technical Assessment Team.

The TRCC developed and voted to adopt the following solutions as part of the on-going updates to Traffic Records System Strategic Plan to address the Technical Assessment Team recommendations.

3.2 STRATEGIC PLANNING AND TRAFFIC RECORDS SYSTEM RECOMMENDATIONS

3.2.1 CRASH RECOMMENDATIONS

- Improve the applicable guidelines for the Crash data system to reflect best practices identified in the Traffic Records Program Assessment Advisory.
- Improve the data dictionary for the Crash data system to reflect best practices identified in the Traffic Records Program Assessment Advisory.
- Improve the interface with the Crash data system to reflect best practices identified in the Traffic Records Program Assessment Advisory.

3.2.2 VEHICLE RECOMMENDATIONS

- Improve the applicable guidelines for the Vehicle data system to reflect best practices identified in the Traffic Records Program Assessment Advisory.
- Improve the data dictionary for the Vehicle data system to reflect best practices identified in the Traffic Records Program Assessment Advisory.
- Improve the interfaces with the Vehicle data system to reflect best practices identified in the Traffic Records Program Assessment Advisory.
- Improve the procedures/process flows for the Vehicle data system to reflect best practices identified in the Traffic Records Program Assessment Advisory.

3.2.3 DRIVER RECOMMENDATIONS

- Improve the applicable guidelines for the Driver data system to reflect best practices identified in the Traffic Records Program Assessment Advisory.
- Improve the data dictionary for the Driver data system that reflects best practices identified in the Traffic Records Program Assessment Advisory.
- Improve the procedures/process flows for the Driver data system to reflect best practices identified in the Traffic Records Program Assessment Advisory

3.2.4 ROADWAY RECOMMENDATIONS

- Improve the applicable guidelines for the Roadway data system to reflect best practices identified in the Traffic Records Program Assessment Advisory.
- Improve the data dictionary for the Roadway data system to reflect best practices identified in the Traffic Records Program Assessment Advisory.
- Improve the description and contents of the Roadway data system to reflect best practices identified in the Traffic Records Program Assessment Advisory.

- Improve the interfaces with the Roadway data system to reflect best practices identified in the Traffic Records Program Assessment Advisory.
- Improve the procedures/process flows for the Roadway data system to reflect best practices identified in the Traffic Records Program assessment Advisory.

3.2.5 CITATION/ADJUDICATION RECOMMENDATIONS

- Improve the data quality control program for the Citation and Adjudication systems to reflect best practices identified in the Traffic Records Program Assessment Advisory.
- Improve the interfaces with the Citation and Adjudication systems to reflect best practices identified in the Traffic Records Program Assessment Advisory.
- Improve the procedures/ process flows for the Citation and Adjudication systems to reflect best practices identified in the Traffic Records Program Assessment Advisory.

3.2.6 EMS/INJURY SURVEILLANCE RECOMMENDATIONS

- Improve the applicable guidelines for the Injury Surveillance systems to reflect best practices identified in the Traffic Records Program Assessment Advisory.
- Improve the data dictionary for the Injury Surveillance systems to reflect best practices identified in the Traffic Records Program Assessment Advisory.
- Improve the data quality control program for the Injury Surveillance systems to reflect best practices identified in the Traffic Records Program Assessment Advisory.
- Improve the interfaces with the Injury Surveillance systems to reflect best practices identified in the Traffic Records Program Assessment Advisory.

3.2.7 NHTSA ASSESSMENT TEAM

A subset of recommendations to consider:

The following are the list of considerations summarized during the February 2019 Report out Briefing by the Traffic Records Assessment Team Coordinator:

- The Traffic Records Coordinating Committee is encouraged to expand the data inventory to include data system elements and attributes, data access policies and guidelines, and potential linkage variables.
- The TRCC should document any processes related to proposal review and evaluation for those projects not funded through Section 405(c) monies.

- Continue to align the applicable areas of the Strategic Plan with the relevant federal data systems.
- To better understand data being used, it might prove helpful to have a full Data Dictionary covering elements, their description, edit checks, valid entries, and definitions. This should be reviewed and marked with a current date each year, at a minimum.
- If all performance measures were updated yearly and their goals were projected out for several years, this would provide a tool to gauge progress in improving the data system and show where deficiencies continue to exist.
- The Territory should strive to develop a full enterprise system capturing all safety data from the various systems to be used in traffic safety analysis.
- CNMI should interface with the Problem Driver Pointer System (PDPS), the Social Security Online Verification system (SSOLV), and the Systematic Alien Verification for Entitlement (SAVE) system in the new driver data system.
- Create a fraud program that includes completion of AAMVA Fraudulent Document Recognition Training by all employees that issue driver licenses or oversee the issuance process. Perform quality assurance reviews to ensure correct documents were collected and procedures followed for the issuance of the credential. Internal fraud can be as pervasive and dangerous as external fraud.
- Create a process to identify high-frequency errors and use this information to review and update training manuals, validation rules and revise forms when necessary.
- Create an information and system security manual that includes users' policies as well as system security procedures. Require any person that accesses the driver system to read and acknowledge their understanding of policies.
- Make efforts to provide title information to NMVTIS, so other States would have access to it, as well as query NMVTIS prior to title issuance.
- Create vehicle system process flow diagrams for key data processes, including information on the time required to complete each step from the initial event to final entry into the vehicle system. This could be very beneficial in the system modernization efforts by identifying deficiencies that could be changed or improved in the new vehicle system.
- Create a document outlining steps to initiate feedback from key data users. This information could be helpful in identifying necessary edit checks and

data collection guidelines for the new vehicle system. Obtaining this type of feedback also builds good communication and trust with stakeholders.

- The CNMI should consider formalizing the guidelines and processes relating to data collection and produce a current data dictionary. These should include flow charts showing how data is entered, changed, tracked and by whom. This needs to be updated frequently and on a regular basis to show the status of programs.
- The CNMI should take an opportunity to review all data systems used and move forward to having an integrated enterprise system to enable further safety analysis.
- All manuals and processes need to be described in detail within a current data dictionary and any user manuals currently in effect. This becomes the definitive source for all future programs.
- Consult NHTSA's Model Performance Measures for Traffic Record Systems in developing adjudication performance measures to ensure that adjudication data is complete and accurate and continues to improve over time.
- Leverage the advantage of having only one court for adjudication in connecting disposition information to the driver and motor vehicle file.
- Convene a focus group with the Judiciary, prosecution, and law enforcement to integrate electronic citations in adjudication records.
- As they are represented on the Traffic Records Coordinating Committee, it would be beneficial for the clinical system (emergency department and hospital discharge) and vital records summary reports to be incorporated into problem identification, resource allocation, and program evaluation efforts.
- Expand the use of driver, vehicle, citation, and injury surveillance data either using the online data system or through separate linkages with the crash file.
- Provide program managers with access to linked traffic records data files to support their problem identification and program evaluation efforts. This promotes both the full use and understanding of the data available and may serve to highlight data that might be useful that is not currently available.

4.3 SYSTEM MEASURES

4.3.1 CRASH SYSTEM

A crash report begins with a motor vehicle crash that is reported to the CNMI Police Division, Department of Public Safety. An officer is usually assigned to investigate a crash. The process begins with an incident number issued through dispatch (Computer Aided Dispatch (CAD)), which is known as the case number and recorded in the Law Enforcement Management System.

4.3.1.1 SYSTEM UPDATE

The Commonwealth successfully deployed a new crash reporting system in August 2009, which is now used for the collection of all motor vehicle crashes on the Island.

Traffic Safety Analysis Systems & Services (TSASS) reviewed the new system data dictionary for MMUCC Data Content, and the following table lists their findings.

MMUCC	CNMI Crash Data Dictionary
Full Elements	95 out of 107
Partial Elements	10 of 107
Not Found Elements	2 out of 107
Unknown	0 out of 107
Elements N/A	0 of 107
Full Attributes	776 out of 792
Partial Attributes	11 out of 792
Not Found Attributes	5 out of 792
Unknown	0 out of 792
Attribute N/A	0 out of 792

The new system's MMUCC compliant elements, as determined from TSASS review, were compared to the old paper form MMUCC elements to determine the total additional MMUCC elements that are now available in the Commonwealth crash file for use and analysis.

Progress	Baseline 2008	2009	Difference
Full Elements	47	95	+48
Full Attributes	143	776	+633

As of August 2009, all crash reports in the Commonwealth crash repository now have 48 additional elements and 633 attributes.

UPDATE:

The CNMI Crash Data System content was updated to reflect industry best practices identified in the Traffic Records Assessment. Program for tracking usage, timeliness and completeness were deployed and weekly report is generated to provide feedback to system users and management.

Real time response was implemented for system user's needs request as well as on-going training to improve timeliness and crash location identification. These results of these efforts are:

Crash Timeliness Improved from 4:17:53:00 *to* 3:14:00:49=***15.93% reduction*** *in the amount of Day: Hours: Minutes: Seconds from Crash Occurrence to available in Central for analysis and reporting.*

Crash Accuracy Improved from 91.06% to 91.4% =0.09% reduction in the amount of critical data elements missing from the Central Database for analysis.

TRA Recommendations:

- Improve the applicable guidelines for the Crash data system to reflect best practices identified in the Traffic Records Program Assessment Advisory.

Plan of Action

The Crash System in the CNMI is currently undergoing review for possible upgrade to be MMUCC 6th Edition compliant and will further incorporate critical crash data elements and description in ANSI-D16 (Manual on Classification of Motor Vehicle Traffic Accidents), and ANSI-D-20 (Data Element Dictionary for Traffic Records Systems). The CNMI Electronic Crash Reporting System will reflect the best practices identified in the Traffic Records Program Assessment Advisory upon completion of the ongoing enhancements and modifications.

- Improve the interfaces with the Crash data system that reflect best practices identified in the Traffic Records Program Assessment Advisory.

Plan of Action

The Crash System in the CNMI is designed to interface with all the Traffic Records Systems (Driver System, Vehicle System, Roadway System, Citation/Adjudication System, and the EMS).

Currently the crash system interfaces with the roadway system and ECitation. As part of the Island-wide Traffic Safety Information System (ITSIS) project initiatives the vehicle and driver systems interfaces are ready for deployment pending the completion of the new CNMI Real ID compliant Driver Licensing System. The crash system will have all the necessary interface links with other traffic records systems that reflect best practices as identified in the Traffic Records Program Assessment Advisory.

- Improve the data dictionary for the Crash data system that reflects best practices identified in the Traffic Records Program Assessment Advisory.

Plan of Action

The CNMI Crash Reporting System is in use by Law Enforcement Island-wide and has a built-in case management system. The Case Management maintains the process from the reporting officer collection of crash data to an automated edit checks and validation of the data as it is being entered and error checking prior to submission to the supervisor. The supervisor also performs edit checks prior to approving the report and has the capability of sending the report back to the originating officer for correction. The process continues from the supervisor if necessary to forward the report to Investigator for further investigation. Investigators can send the report back to the supervisor who finally sends it to the records division for distribution and reporting. The data is then integrated with other data systems for analysis and reporting. The system now has a performance measure program that is tailored to the needs of all stakeholders.

The CNMI Crash System data dictionary will be improved to reflect other best practices identified in the Traffic Records Program Assessment Advisory.

Deficiency Analysis & Performance Goal Matrix

Performance Area: **Timeliness – C-T-1**

Summary of Deficiency – CNMI_CR_001 – A significant time delay between crash event and when the data is available for use. The crash data collection and processing is heavily dependent on manual operations.

Measurement: Reduce the time between crash event and when the data is available for use.

	2019	2020	2021	2022	2023
Goal	5 hrs.	5 hrs.	8 hrs.	5 hrs.	5 hrs.
Actual	*5:09:09:28*	*4:22:40:19*		4:17:53:00	3:14:00:49

Crash Timeliness Improved from 4:17:53:00 *to* 3:14:00:49=***15.93% reduction*** *in the amount of Day: Hours: Minutes: Seconds from Crash Occurrence to available in Central for analysis and reporting.*

Performance Area: **Accuracy C-A-1**

Summary of Deficiency – CNMI_CR_002 – Submitted crash data is mostly accurate except for location and incorrectly completed data fields.

Measurement: # of crashes that passed all validations (No missing critical data elements)

	2019	2020	2021	2022	2023
Goal	95%	95%	100%	95%	95%
Actual	91.30%	92.49%		91.06%	91.40%

Crash Accuracy Improved from 91.06% to 91.4% =0.09% reduction in the amount of critical data elements missing from the Central Database for analysis.

Performance Area: **Uniformity C-U-1**

Summary of Deficiency – CNMI_CR_003 - Very limited MMUCC elements are in use. Incomplete crash reports submission due to personnel changes and inter departmental transfers.

Measurement: Review Crash Form for MMUCC compliance and adopt the use of MMUCC to the extent practicable.

	Benchmark	2007	2019	2020	2021	2022	2023
Goal	Unknown	Determine level of MMUCC compliance	60%	70%	80%	90%	95%
Actual			70%	70%	70%		70%

Summary of Deficiency: Very limited MMUCC elements are in use.

Measurement: Number of new MMUCC elements added and collected in the crash database).

MMUCC	CNMI Crash Data Dictionary
Full Elements	95 out of 107
Partial Elements	10 of 107
Not Found Elements	2 out of 107
Unknown	0 out of 107
Elements N/A	0 of 107
Full Attributes	776 out of 792
Partial Attributes	11 out of 792
Not Found Attributes	5 out of 792
Unknown	0 out of 792
Attribute N/A	0 out of 792

Measurement Method:

The new system's MMUCC compliant elements, as determined from TSASS review, were compared to the old paper form MMUCC elements to determine the total additional MMUCC elements that are now available in the Commonwealth crash file for use and analysis.

Progress	Baseline 2008	2009	Diff
Full Elements	47	95	+48
Full Attributes	143	776	+633

As of August 2009, all crash reports in the Commonwealth crash repository now have 48 additional elements and 633 attributes.

Project *
The CNMI Crash Reporting System is under review for MMUCC Version 4

No Significant Measurable Progress This Reporting Period

Performance Area: **Completeness C-C-1**

Summary of Deficiency – CNMI_CR_004 - % of Crashes with Accurate and Geo-Coded Crash Location provided by the Crash System Map Interface

Measurement: % of crashes with accurate crash location using the Geo Coded Map provided by the Crash System Map Interface

	Benchmark	2019	2020	2021	2022	2023
Goal	98%	100%	100%	100%	100%	100%
Actual	0%	99.46%	99.36%		99.80%	99.51 %

Crash completeness decreased by -0.29%

No Significant Measurable Progress This Reporting Period

Performance Area: **Integration C-I-1**

Summary of Deficiency – CNMI_CR_006 - No direct linkage between the crash file and the other Traffic Records Systems.

Measurement: % of other Traffic Records System data link with the Crash file.

	Benchmark	2019	2020	2021	2022	2023
Goal	98%	90%	90%	90%	90%	90%
Actual	80%					

No Measurable Progress This Period

Previous Activity

Project: - Electronic Citation System and Crash System

Integration – ECitation fully integrated with the Crash System for analysis and reporting.

Performance Area: **Accessibility C-X-1**

Summary of Deficiency – CNMI_CR_007 - Increase the number of authorized agencies capable of accessing the Crash File for analysis and reporting.

Measurement: Number of authorized agencies with access to crash data for analysis and reporting.

	Benchmark	2019	2020	2021	2022	2023
Goal	8	8	8	8	8	8
Actual	0					

No activity during this period.

4.3.2 ROADWAY SYSTEM

Roadway information is used to group all the data generally used by engineers to plan, design, construct, operate, and maintain the roadways. Roadway improvements, pavement improvements, and pedestrian or bicyclist access are measures that can be introduced as part of highway safety improvements program. Other engineering activities for improving highway safety might include design of crash barriers and other roadside devices intended to reduce crash severity and damage. Information required for these activities may include the following:

- Traffic information – number of vehicles per hour, day, week, or annual average, number of axles, weight, and speed.
- Roadway Inventory – number of centerline miles and number of lane miles from pavement type, or number of total miles within any jurisdiction (villages).

The Department of Public Works maintains the roadway system for CNMI. The current system consists of limited road inventory data, physical features, and traffic volume. There is no crash information maintained in the roadway system. Location identifications are used by control section/intersection numbers; route numbers; mile markers on the principal arterials, minor arterials, and major collector roads; and village street names on the minor collector roads and village streets. CNMI collects vehicle miles traveled (VMT) data on a limited number of its roadways. CNMI does not participate in the Highway Performance Monitoring System reporting to the Federal Highway Administration (FHWA).

4.3.2.1 SYSTEM UPDATE

The Department of public works, under the Section 405 (c) program, funded a project to create a GIS-based Roadway Inventory Management System for the territory. The project included the creation of an Island-wide GIS Base map and a Roadway Network with cumulative miles and Links and Node numbers assigned to the entire roadway in the territory including all local roads.

A physical inventory was performed using GPS equipment to geo code all roadway features and to create a Geo Database.

The Territory now has a roadway network with location identification methods for locating all roadway incidents (crashes, flooding, etc.)

TRA Recommendations:

- Improve the description and contents of the Roadway data system that reflect best practices identified in the Traffic Records Program Assessment Advisory.

Plan of Action

The CNMI roadway data system comprises of data collected on all roadways in the CNMI (Federal and Local). The system incorporates sufficient information on all roads to support valid, system-wide network screening and countermeasure development, deployment, and evaluation.

The CNMI Roadway Information Management System (RIMS) contains roadway elements dealing with road segments, intersections, interchanges, and traffic as specified in the Model Inventory of Roadway Elements (MIRE). RIMS contain an inventory of all roadway assets (geo-coded) in the CNMI (Saipan, Rota, & Tinian) and includes a geo-coded base map.

RIMS applications include assets, crash and pavement inspection data for High Crash Location Analysis as well as the capability to develop Highway Safety Improvement Program. RIMS provide a geo-coded uniform method for locating and collecting roadway and traffic data. It is a geographic information system (GIS).

RIMS will be further evaluated to reflect best practices identified in the Traffic Records Program Assessment Advisory.

- Improve the applicable guidelines for the Roadway data system that reflect best practices identified in the Traffic Records Program Assessment Advisory.

Plan of Action

The design of RIMS used MIRE Version 1.0 as a guideline. All roadway segments and roadway alignment data are included along with corresponding roadway intersection data. RIMS adopted MIRE data element definition and attributes for coding and a priority rating. RIMS has a built-in safety analysis tool for identifying high crash location, calculating crash rate and it use crash injury rating as part of the decision algorithm.

RIMS will be further evaluated for compliance with applicable guidelines to reflect best practices identified in the Traffic Records Program Assessment Advisory.

- Improve the data dictionary for the Roadway data system that reflects best practices identified in the Traffic Records Program Assessment Advisory.

Plan of Action

RIMS has a well-documented data dictionary. The documentation includes a definition for each element for all pertinent roadway components and data collection guidelines that match the data definitions. The dictionary is consistent and matches the roadway components in all applicable forms (e.g., crash report form, EMS run reports, citations). RIMS data definition follows MIRE definitions. RIMS roadway data elements are sufficient to conduct high quality safety analysis. The data dictionary is maintained and updated to keep pace with changes. Procedures for updating the dictionary are also documented.

RIMS data dictionary will be further reviewed to reflect best practices identified in the Traffic Records Program Assessment Advisory.

- Improve the procedures/ process flows for the Roadway data system that reflect best practices identified in the Traffic Records Program Assessment Advisory.

Plan of Action

DPW maintains accurate and up-to-date documentation which includes policies and procedures governing the identification of new roadways, including the location referencing system. RIMS have a documented procedure for updating the roadway inventory, archiving, and accessing historical roadway inventory data, error checking, and matching of traffic and crash data with relevant roadway data. RIMS process is automated including an Electronic Pavement Inspection program that runs on Window Surface Tablet. The electronic processes are well documented. In addition to primary business rules, the DPW also maintains security protocols governing access to, modification of, and release of roadway system data. Specific roles and responsibilities are also defined in the documentation. Creating, updating, and using roadway information for safety analysis are well documented.

RIMS procedures/ process flows will be review for improvement to further reflect best practices identified in the Traffic Records Program Assessment Advisory

- Improve the interfaces with the Roadway data system that reflect best practices identified in the Traffic Records Program Assessment Advisory.

Plan of Action

RIMS is currently interfaced with the crash data system. Other possible interfaces are currently under evaluation.

Deficiency Analysis & Performance Goal Matrix

Performance Area: **Timeliness R-T-1**

Summary of Deficiency: – Lack of update to roadway file

Measurement: # of days from Construction completion to roadway file update <30days

	Benchmark	2019	2020	2021	2022	2023
Goal	5 days	5 days	5 days	5 days	5 days	5 days
Actual	>30days					

No activity during this period.

Performance Area: **Accuracy R-A-1**

Summary of Deficiency – CNMI_RW_001- No Roadway unique identifier assigned; no actual roadway miles in the commonwealth roadway inventory system and No Location Identification Methods.

Measurement: % of crashes "locatable" using roadway coding method.

	Benchmark	2019	2020	2021	2022	2023
Goal	95%	95%	95%	95%	95%	95%
Actual	45%	95%				

Project – Roadway Inventory Management System

- Create roadway unique identifier, inventory actual roadway miles in the commonwealth to create a roadway inventory system, and create a Location Identification Methods.
- Geo code all roadways and roadway elements and features in the territory and collect traffic data.
- Perform Pavement Inspection
- Design develop and implement a Roadway Information Management System (RIMS)

Activity

The Commonwealth increased the number of roadway miles in the roadway inventory from zero (0) on July 1, 2010, to 284 in February 2011 in the number of roadways miles inventoried, geo coded, and mapped on the Island's newly created GIS Base map (51 miles of major arterial, 43 miles of major collectors, and 190 miles of local roads).

The Commonwealth also created a roadway network with location identification methods (Links & Nodes) to accurately locate crashes.

Roadway Network identification codes handbook was created for law enforcement officers to use to locate crashes, pending the completion of a Map Based Location tool.

Percentage of crashes "locatable" using roadway location coding method:

0% – in July 2010

99% (Saipan Island) - June 2014

Activity This Period

No activity during this period..

Performance Area: Completeness R-C-1

Summary of Deficiency – CNMI_RW_002 - Percentage of roadway geo-coded roadway assets and roadway miles in the roadway system

Measurement: Add all roadway data to the Roadway Inventory System.

	Benchmark	2019	2020	2021	2022	2023
Goal	100%	100%	100%	100%	100%	100%
Actual	0%	99%				

* Note: 100% of existing Roadway Assets on the Commonwealth Federal Aid system is 100% completed.

Project – Roadway Inventory Management System

- Create roadway unique identifier, inventory actual roadway miles in the territory to create a roadway inventory system, and create a Location Identification Methods.
- Geo code all roadways and roadway elements and features in the territory and collect traffic data.

Activity This Period

No activity during this period.

Performance Area: **Consistency (Uniformity) R-U-1**

Summary of Deficiency – CNMI_RW_002 - Roadway data need to be Model Inventory Roadway Elements (MIRE) compliant.
Measurement: Number of MIRE compliant data elements entered into a database or obtained via linkage to other databases

	Benchmark	2019	2020	2021	2022	2023
Goal	90%	90%	90%	90%	90%	90%
Actual	40%					

No Measurable Progress This Period

Performance Area: **Integration R-I-1**

Summary of Deficiency – CNMI_RW_003 – No file linkage with the other Traffic Records System components.

Measurement: % of appropriate records in a specific file in the roadway database that are linked to another traffic records system or file.

	Benchmark	2019	2020	2021	2022	2023
Goal	90%	99%	99%	99%	99%	99%
Actual	0%					

No activity during this period.

Performance Area: **Accessibility R-X-1**

Summary of Deficiency – CNMI_RW_004 - Roadway data is not electronically accessible to traffic records data users.

Measurement: # of Traffic Records Users with access to roadway file

	Benchmark	2019	2020	2021	2022	2023
Goal	15	15	15	15	15	15
Actual	0	1				

No activity during this period.

4.3.3 VEHICLE SYSTEM

Vehicle information consists of all the data related to vehicle registration, licensing, inspection, titling, and permitting. There are approximately forty-one thousand registered vehicles in CNMI (number includes motorcycle, special equipment, trailer, dealer, and personalized vehicles).

The Department of Public Safety maintains the Motor Vehicle Registration/Titles system. This file is updated daily. The file consists of vehicle information (i.e., license number, tag number, year, make, model, and body style, vehicle identification number (VIN), capacity, weight, and color).

The Motor Vehicle Registration/Titles system is used primarily to record and verify ownership of vehicles in CNMI. The process is paper driven and plagued by incorrect VIN's. There is no established method for identifying commercial or government owned vehicles. The Driver License and the Vehicle Registration files cannot be easily or accurately linked for highway safety analyses.

TRA Recommendations:

- Improve the data dictionary for the Vehicle data system that reflects best practices identified in the Traffic Records Program Assessment Advisory

Plan of Action

The Vehicle system is currently undergoing enhancements and modifications to include all the data necessary for the identification and ownership of all vehicles registered in the CNMI and off-island vehicles involved in crashes within the CNMI. Information on vehicle make, model, year of manufacture, body type (usually extracted from the VIN), and adverse vehicle history (title brands) will be maintained to produce the data needed to support safety programs. The vehicle system will be capable of recording and reporting title data, registration information, and verification of required insurance and will clearly define both the vehicle itself and the owner or leaseholder.

The vehicle system data dictionary will provide definitions for each data element and, where applicable, provides matching edit checks and data collection guidelines. Procedures for collection, reporting, and posting of registration, title, and title brand information will be formally documented. The data dictionary will be accessible to all users and updated regularly to reflect changes to the system.

The Vehicle system will adhere to the American Association of Motor Vehicle Administrators (AAMVA) standard and guidelines and reflects best practices identified in the Traffic Records Program Assessment Advisory.

- Improve the applicable guidelines for the Vehicle data system to reflect best practices identified in the Traffic Records Program Assessment Advisory.

Plan of Action

The new Vehicle system data quality management covers the entire process—the collection, submission, processing, posting, and maintenance of vehicle data. The system will have a built-in automated edit checks and validation rules that ensure entered data falls within the range of acceptable values and is logically consistent with other elements. Edit checks will be applied as the data is added to the record.

The Vehicle system will have a performance measure program that is tailored to the needs of data managers and address the concerns of all stakeholders.

The overall data quality control program for the Vehicle data system will reflect best practices identified in the Traffic Records Program Assessment Advisory

- Improve the Interfaces with the Vehicle data system to reflects best practices identified in the Traffic Records Program Assessment Advisory

Plan of Action

The CNMI vehicle system is under reconstruction with plan improvements to include interface with other Traffic Records System.

- Improve the procedures/process flows for the Vehicle data system to reflects best practices identified in the Traffic Records Program Assessment Advisory

Plan of Action

- The new CNMI vehicle system procedures/process flow will reflect best practices identified in the Traffic Records Program Assessment Advisory

Deficiency Analysis & Performance Goal Matrix

Performance Area: **Timeliness V-T-1**

Summary of Deficiency – Improve timeliness of Vehicle Registration from 5 days to 0 days from the time of registration to when the data is available for use.

Measurement: % of title transactions posted within 24hr: 100%.

	Benchmark	2019	2020	2021	2022	2023
Goal	100%	100%	100%	100%	100%	100%
Actual	95%					

All motor vehicle title are posted at the time of vehicle registration

No activity during this period.

Performance Area: **Accuracy V-C-1**

Summary of Deficiency – CNMI_VH_001 – There is no electronic or real time VIN validation. Most of the time, the VIN, color, make, and model are incorrect in the system.

Measurement: % of accurate or valid VIN.

	Benchmark	2019	2020	2021	2022	2023
Goal	95%	100%	100%	100%	95%	95%
Actual		95%				

No activity during this period.

Performance Area: **Completeness V-C-1**

Summary of Deficiency – CNMI_VH_002 – The vehicle file has a significant number of missing fields due to data entry errors.

Measurement: % of records with complete owner name and current address: >95%.

	Benchmark	2019	2020	2021	2022	2023
Goal	95%	95%	95%	95%	95%	95%
Actual	70%	80%				

No Measurable Progress This Period

No activity during this period.

Performance Area: **Consistency (Uniformity) V-U-1**

Summary of Deficiency – Comply with AAMVER Standards.

Measurement: # of AAMVER elements in the Vehicle File.

	Benchmark	2019	2020	2021	2022	2023
Goal	80%	80%	80%	80%	80%	80%
Actual	75%	75%				

No Measurable Progress This Period

Performance Area: **Integration** **V-I-1**

Summary of Deficiency – CNMI_VH_003 – No file linkage with the other Traffic Records System components.

Measurement: % of other Traffic Records System data linkage with the vehicle file.

	Benchmark	2019	2020	2021	2022	2023
Goal	90%	95%	95%	95%	95%	95%
Actual	40%	40%				

No Measurable Progress This Period

Performance Area: **Accessibility C-X-1**

Summary of Deficiency – CNMI_VH_004 – Vehicle file is accessible to CNMI Police Division, Department of Public Safety only.

Measurement: % of traffic records data user with access to vehicle file for data analysis.

	Benchmark	2019	2020	2021	2022	2023
Goal	4	4	4	4	4	4
Actual	1	1				

No activity during this period.

4.3.4 DRIVER SYSTEM

The Department of Public Safety, Bureau of Motor Vehicles, and the Driver Licensing Section maintain driver information. The system contains the data necessary for the administration of the CNMI's driver's license.

Driver history includes driver actions in CNMI, but no records are created for new drivers that include information from their previous state of licensure. Also absent from driver history are convictions from other jurisdictions (U.S. Mainland).

TRA Recommendations:

- Improve the applicable guidelines for the Driver data system that reflect best practices identified in the Traffic Records Program Assessment Advisory.

Plan of Action

The CNMI recently adopted and deployed a Real ID compliant Driver Licensing System. The new system ensures that each person licensed to drive in the CNMI has one identity, one license to drive, and one record. The system resides at the Department of Public Safety, Bureau of Motor Vehicle.

The new system will include a Driver History file that will maintain information on all out-of-State or unlicensed drivers convicted of traffic violations within the Commonwealth's boundaries. The system will also support (in concert with other data systems) both aggregate and detailed analysis of driver behaviors as they relate to safety.

In addition to the Real ID compliant, the Vehicle system will ensure compliance with ANSI D-20 standards and maintained in a manner that accommodates interaction with the National Driver Register (NDR) Problem Driver Pointer System (PDPS) and FMCSA's Commercial Driver's License Information System (CDLIS). The system will reflect best practices as identified in the Traffic Records Program Assessment Advisory.

- Improve the data dictionary for the Driver data system that reflects best practices identified in the Traffic Records Program Assessment Advisory.

Plan of Action

The new CNMI Driver Licensing system will be well documented. Each data field will have an established definition and validated values—including appropriate null codes. All applicable edit checks and data collection guidelines will match the data definitions. The data dictionary will be maintained and updated to keep pace with system, legislative, and other changes.

Driver data system will reflect best practices as identified in the Traffic Records Program Assessment Advisory

- Improve the procedures/ process flows for the Driver data system that reflect best practices identified in the Traffic Records Program Assessment Advisory.

Plan of Action

The new Driver system is maintained by BMV and ensures accurate and up-to-date documentation. The new automated process flow will provide the policies and procedures to govern the collection, reporting, and posting of license, conviction, and sanction information. The new process will include license, permit, and endorsement issuance; reporting and recording relevant citations and convictions; reporting and recording driver education and improvement courses; reporting and recording other information that may result in a change of license status; and maintaining appropriate system and information security.

The data process flow will include inputs from other components and the processes for error correction and error handling (returning reports to the original source for correction and resubmission).

The new system will be fully Real ID complaint after full implementation and will be able to detect fraud in the driver data. The system will participate in the Systematic Alien Verification for Entitlements (SAVE) program, deployment of facial recognition software, fingerprint checking, and other biometric technologies to detect individuals attempting illegal re-licensure.
The BMV will adopt a formalized method to identify and prevent fraud when issuing drivers' licenses, including commercial licenses, and provide background checks before issuing hazardous materials endorsements. BMV will have security protocols governing access to and release of driver system data in compliance with all applicable CNMI and Federal laws, including the Driver's Privacy Protection Act.

The new system will reflect the best practices identified in the Traffic Records Program Assessment Advisory

- Improve the data quality control program for the Driver data system that reflects best practices identified in the Traffic Records Program Assessment Advisory.

Plan of Action

The system will have a formal data quality management program's review protocols that covers the entire process—the collection, submission, processing, posting, and maintenance of driver data.

Automated edit checks and validation rules will be implemented to ensure entered data falls within the range of acceptable values and is logically consistent between other fields. Edit checks will be applied when data is added to the record. The system will have a Performance measures program that will be tailored to the needs of data managers and address the concerns of all stakeholders.

The Driver system will reflect best practices identified in the Traffic Records Program Assessment Advisory

Deficiency Analysis & Performance Goal Matrix

Performance Area: **Timeliness D-T-1**

Summary of Deficiency – CNMI_DL_001 – There is a time lag in the processing of convictions file to the driver history file.

Measurement: Number of days from the date of driver's adverse action to the date the adverse action is entered into the database.

	Benchmark	2019	2020	2021	2022	2023
Goal	2	2	1	0	1	0
Actual	>10	>10				

No Measurable Progress This Period

Performance Area: **Accuracy D-A-1**

Summary of Deficiency – CNMI_DL_002 – Multiple driver licenses can be issued to a person using an alias of their name. # of critical data elements errors in the Driver File.

Measurement: % of driver records that have no errors in critical data elements

	Benchmark	2019	2020	2021	2022	2023
Goal	95%	90%	95%	95%	95%	95%
Actual	60%					

No activity during this period.

Performance Area: **Completeness D-C-1**

Summary of Deficiency – CNMI_DL_003 - No significant deficiencies, but the need to address the absence of driver convictions from other jurisdictions (U.S. Mainland) is a concern for the TRCC.

Measurement: Increase % of complete driver history file that includes previous driving records from other states or territories.

	Benchmark	2019	2020	2021	2022	2023
Goal	100%	90%	95%	95%	95%	95%
Actual	0%	0%				

No activity during this period.

Performance Area: **Consistency (Uniformity) D-U-1**

Summary of Deficiency: Verification of SSN, Immigration (Passport) and or Vital Statistics documents.

Measurement: % of SSN, Immigration and Vital Statistics documents verified online prior to Driver License issuance: 100%.

	Benchmark	2019	2020	2021	2022	2023
Goal	100%	95%	100%	100%	100%	100%
Actual	0	0				

No Measurable Progress This Period.

Performance Area: **Integration D-I-1**

Summary of Deficiency – CNMI_DL_004 - No file linkage with the other Traffic Records System components.

Measurement: Increase # of other Traffic Records System data linkage with the driver file.

	Benchmark	2019	2020	2021	2022	2023
Goal	100%	100%	100%	100%	100%	100%
Actual	30%	30%	30%	30%		

No activity during this period.

Performance Area: **Accessibility D-X-1**

Summary of Deficiency – CNMI_DL_005 - Driver file is only accessible to DPS and Superior Court of CNMI.

Measurement: % of other Traffic Records System data linkage with the driver file.

	Benchmark	2019	2020	2021	2022	2023
Goal	100%	100%	100%	100%	100%	100%
Actual	50%	50%				

No activity during this period.

4.3.5 CITATION/ADJUDICATION

Superior Court of CNMI maintains the Citation/Conviction file and has access to the driver record to set flags on the driver file with outstanding tickets. Crash involvement is posted if a conviction occurs for a citation issued in relation to the crash; otherwise, there is no driver history of crash involvement. The vehicle operator is required to bring a paper copy of the crash report to court in the case of crash involvement citation.

There were 2,321 traffic related cases adjudicated by the CNMI Superior Court in 2009. This is a paper driven activity. A paper copy of citations issued by CNMI DPS, PD, is sent to the Superior Court where they are reviewed, validated, and keyed by the Traffic Violation Bureau into the Superior Court system. DUI cases are tracked in the Superior Court system and DUI offenders are in the convictions file.

Deficiency Analysis & Performance Goal Matrix

The CNMI Court is currently undergoing major system upgrades. A new system was procured and implemented in December 2007 and is now going through another new system deployment. The system can manage all the judicial cases and provides access to all the traffic records agencies as needed. The system, upon full deployment, will provide access to the department of public safety for traffic law enforcement as well as for criminal enforcement. The Citation and Adjudication system front-end citation issuance has yet to be defined.

Update:

An ECitation System was designed, developed, and deployed for testing by DPS in June 2015. Also, an interface to the Court System was developed using an API to transfer Citation data from ECitation to the Court JustWare system. DPS stop using the system in early 2019 due to inadequate amount of hardware for use by all law enforcement officers.

TRA Recommendations:

- Improve the description and contents of the Citation and Adjudication systems that reflect best practices identified in the Traffic Records Program Assessment Advisory.

Plan of Action

The CNMI field-tested Electronic Citation (ECitation) that automatically transmits traffic violation citation to the Court system. An interface through API was used for automatic insertion of the citation data into the Court system for a complete paperless activity.
The CNMI Citation and Adjudication system after completion could provide information about citations, arrests, and dispositions.

The CNMI Citation and Adjudication systems collect all the information relevant to traffic record-related citations in a central island-wide repository. Authorized users can analyze the information to improve and promote traffic safety. The information in the centralized system can support traffic safety analysis and help identify trends in citation issuance, prosecution, and case disposition.

ECitation and Adjudication systems data description and contents will be designed to reflect best practices identified in the Traffic Records Program Assessment Advisory.

- Improve the procedures/ process flows for the Citation and Adjudication systems that reflect best practices identified in the Traffic Records Program Assessment Advisory.

Plan of Action

The on-going ECitation system in development for DPS and the Adjudication System that is currently in place at the Court has processes that are well documented and understood.

The ECitation and Adjudication system track the citation from issuance by law enforcement officer to the offender, with the appropriate charge and to the Court. The unique citation will then be adjudicated and the disposition of the associated charge will be entered into the driver and/or vehicle systems.

Responsibility for each part of this process is assigned to the appropriate agency.

The CNMI will ensure that the procedures/ process flows for the Citation and Adjudication systems in development will reflect best practices identified in the Traffic Records Program Assessment Advisory

- Improve the interfaces with the Citation and Adjudication systems that reflect best practices identified in the Traffic Records Program Assessment Advisory.

Plan of Action

The ECitation system fully interfaces with the Court system for adjudication.

The project ensures that the interfaces reflect best practices identified in the Traffic Records Program Assessment Advisory.

- Improve the data quality control program for the Citation and Adjudication

systems that reflects best practices identified in the Traffic Records Program Assessment Advisory.

Plan of Action

The on-going ECitation and interface to the Court Adjudication systems will have a formal data quality assurance program. Both systems will have a formal, comprehensive data quality management program with quality control protocols that cover each component's critical data flows and business practices.

The quality of the citation and adjudication systems data will be further enhanced with automated error and edit checks as the data is entered into the systems. Procedures for addressing detected errors will also be maintained and followed.

The TRCC will ensure that the new systems have a data quality control program that reflects best practices identified in the Traffic Records Program Assessment Advisory.

Performance Area: **Timeliness C/A-T-1**

Summary of Deficiency – CNMI_CA_001 – There is a time lag in the processing of citations from issuance to when it is entered into the database.
A real life testing of the Ecitation interface to the court system shows a significant improvement in the timeliness.

Measurement: Mean number of days from citations issuance to when it is entered to the court system (centralized database).

	Benchmark	2019	2020	2021	2022	2023
Goal	1 day	1 day	1 day	1 day	1 day	1 day
Actual	7 days	2:12:33:42				2

No Activity This Period

Performance Area: **Accuracy C/A-A-1**

Summary of Deficiency – CNMI_CA_004 – System lacks data verification and validation, which impacts data accuracy. Illegible hand writing results in data entry errors.

Measurement: : % of Citation records with no errors in critical data elements, e.g., time citation issued

	Benchmark	2019	2020	2021	2022	2023
Goal	0%	5%	0%	0%	0%	0%
Actual	30%	25%				

No measurable progress this reporting period.

Performance Area: **Completeness C/A-C-1**
Summary of Deficiency: Citation records with missing critical data elements

Measurement: % of citation records with no missing critical data elements

	Benchmark	2019	2020	2021	2022	2023
Goal	0%	20%	10%	0%	10%	0%
Actual	40%	25%				

No measurable Progress This Period

Performance Area: **Consistency (Uniformity) C/A-U-1**
Summary of Deficiency – No significant deficiencies
Measurement: % of citation records entered into the database with common uniform statewide violation codes.

	Benchmark	2019	2020	2021	2022	2023
Goal	100%	100%	100%	100%	100%	100%
Actual	100%	100%				

No measurable Progress This Period

Performance Area: **Integration C/A-I-1**

Summary of Deficiency – CNMI_CA_005 – No file linkage with the other Traffic Records System components, especially crash.

Measurement: % of appropriate records in the citation file that are linked to another system

	Benchmark	2019	2020	2021	2022	2023
Goal	100%	100%	100%	100%	100%	100%
Actual	40%	40%				

There is currently data integration between the crash file and the citation file.

No measurable Progress This Period

No activity during this period.

Performance Area: **Accessibility C/A-X-1**

Summary of Deficiency – CNMI_CA_006 - There is no access to other traffic records data users.

Measurement: Number of principal users of citation data with access to the citation database.

	Benchmark	2019	2020	2021	2022	2023
Goal	6	6	6	6	6	6
Actual	2	2				

No Measurable Progress This Period.

4.3.6 EMERGENCY MEDICAL SERVICES

The Emergency Medical Services (EMS) in CNMI is provided by the Emergency Medical Services within the Fire Division, Department of Public Safety. There are seven fire stations in the CNMI, five in Saipan, one in Rota, and one in Tinian. The EMS responds to at least six thousand (6,000) calls per year in Saipan, of which one thousand (1,000) are motor vehicle related incidents. There are up to five hundred (500) EMS runs per year in Rota and Tinian per year. The division recently deployed a new web-based EMS system in January 2007, funded by NHTSA 411 grant. The system is hosted by Med Media in Philadelphia. A paper report is generated in the field and data entered at the Fire Station to a desktop computer which is then uploaded nightly to the Med Media's centralized database in Philadelphia.

There is a standard EMS data form used to collect ambulance run information and it is believed that the system is compliant with the NHTSA standard, as well as NEMSIS. CNMI does participate in NFIRS reporting.

A copy of the run report is provided to the emergency room at the CNMI Hospital, and then data is entered into the system at the Fire Station. There is currently no link with the other traffic records systems.

TRA Recommendations:

- Improve the applicable guidelines of the Injury Surveillance systems that reflect best practices identified in the Traffic Records Program Assessment Advisory.

Plan of Action

The CNMI has an Electronic EMS system, and all EMS runs are collected and stored in a centralized database. There is currently no Injury Surveillance System in the CNMI.

The Injury Surveillance System is one of the initiatives under the Commonwealth Islandwide Traffic Safety Information System program. The TRCC will ensure that the Injury Surveillance systems guidelines reflect best practices identified in the Traffic Records Program Assessment Advisory.

-

Improve the interfaces with the Injury Surveillance systems that reflect best practices identified in the Traffic Records Program Assessment Advisory.

Plan of Action

The CNMI TRCC will ensure that the new injury surveillance system's interface linkages focus on the relationships within the system that enhance the continuity of patient care, support system enhancements, and strengthen the system's critical business processes and reflect best practices identified in the Traffic Records Program Assessment Advisory

- Improve the data quality control program for the Injury Surveillance systems that reflects best practices identified in the Traffic Records Program Assessment Advisory.

Plan of Action

Each component of the injury surveillance system will have a formal, comprehensive quality management process that includes quality control metrics and quality control reports tailored to their various users (data system managers, collectors, TRCC members, general users, etc.).

The program will ensure that data in the injury surveillance system is timely, accurate, uniform, complete, integrated, and accessible.

The TRCC will ensure that the new injury surveillance system has a data quality control program that reflects best practices identified in the Traffic Records Program Assessment Advisory

- Improve the data dictionary for the Injury Surveillance systems that reflect best practices identified in the Traffic Records Program Assessment Advisory.

Plan of Action

The CNMI TRCC will ensure that the Injury Surveillance System data dictionary reflects best practices identified in the Traffic Records Program Assessment Advisory during its development.

Deficiency Analysis & Performance Goal matrix

Performance Area: **Timeliness I-T1**

Summary of Deficiency – CNMI_EMS_001 - There is a time delay from when an EMS run is completed to when the data is entered and uploaded to the system or available for use.

Measurement: Improve EMS Run Report data collection and processing time.

Measurement Method: Number of days from the EMS Run date to the date when the EMS Report is entered into the database

	Benchmark	2019	2020	2021	2022	2023
Goal	1 day	1 day	1 day	1 day	1 day	1 day
Actual	More 7 days					

Performance Area: **Accuracy I-A-1**

Summary of Deficiency: EMS data is about 70% accurate due to illegible handwriting and data entry errors.

Measurement: % of EMS Patient Care Reports with no errors in critical data elements

	Benchmark	2019	2020	2021	2022	2023
Goal	90%	98%	100%	100%	100%	100%
Actual	70%					

Performance Area: **Completeness I-C-1**

Measurement: Missing Critical Data Elements

Measurement: % of EMS Patient Care Reports with no missing critical data elements

	Benchmark	2019	2020	2021	2022	2023
Goal	90%	97%	100%	100%	100%	100%
Actual	60%					

Performance Area: **Consistency (Uniformity) I-U-1**

Summary of Deficiency – CNMI_EMS_002 – Adopt the use of NEMSIS data elements.

Measurement: % of number of NEMSIS complaint EMS run reports being submitted to the Island centralized database.

	Benchmark	2019	2020	2021	2022	2023
Goal	0%	90%	100%	100%	100%	100%
Actual	0%					

No Activity This Period

Performance Area: **Integration I-I-1**
Summary of Deficiency – CNMI_EMS_003 – No data linkage to any other traffic records system.

Measurement: % of appropriate records in the EMS file that are linked to another system or file.

	Benchmark	2019	2020	2021	2022	2023
Goal	0%	50%	60%	80%	60%	80%
Actual	0%	0%	0%		0%	

No Measurable Progress This Period

Performance Area: **Accessibility** **I-X-1**

Summary of Deficiency – CNMI_EMS_004 - There is no access to the EMS file. EMS paper reports are provided upon request.

Measurement: Number of principal users with access to the EMS Run reports within HIPAA laws.

	Benchmark	2019	2020	2021	2022	2023
Goal	0%					
Actual	0%					

No Measurable Progress

4.3.7 DATA USE AND INTEGRATION

Recommendations

- Improve the traffic records systems' capacity to integrate data that reflects best practices identified in the Traffic Records Program Assessment Advisory.

Plan of Action

The CNMI TRCC will continue to promote the integration of all traffic records systems in the Commonwealth. The goal is to make available to all highways traffic safety decision-makers to use data to develop and evaluate engineering, enforcement, education, and emergency medical services safety countermeasures.

The integration will establish the connections between the six major traffic records system components (crash, vehicle, driver, roadway, citation and adjudication, and injury surveillance).

The TRCC will ensure that the traffic records systems' capacity to integrate data that reflects best practices identified in the Traffic Records Program Assessment Advisory.

5.0 SECTION 405 (C) FY2024 PROJECTS DESCRIPTIONS

5.1 PROPOSED PROJECTS SUMMARY FOR FY 2024 FUNDING

The table below provides a summary for each of the projects that are being proposed for funding under the **FY 2024** "Section 405 (c) Grant". A detailed description of each project is provided in this section of the application.

Project Title	Project Description	Funding 2024 Grant
ITSIS Maintenance & Support/Upgrades	Island-wide Traffic Safety Information System Maintenance, Support (Crash, ECitation, OSCAR & RAMP)	$45,000.00
ECitation Upgrade & Enhancements	Implement Verification and Validation rules, update violation codes, upgrade data transmission protocols and notification. Upgrade ECitation Central Database	$50,000.00
Court System Interface for ECitation	Design and develop the appropriate API for transmitting ECitation Central to the Court Judicial System	$45,000.00
Roadway Information Management System Upgrade/Enhancements/Update	Roadway Information Management System (RIMS) Maintenance/Update – Identify and collect new roadway assets that were deployed after RIMS implementation	$150,000.00
Dashboard for Data Analysis & Reporting	Design and develop a data analysis and reporting dashboard for the ITSIS. The tool will provide integration capability for Crash and ECitation data.	$50,000.00
FY2024 BUDGET		**$340,000.00**

5.2 ISLAND-WIDE TRAFFIC SAFETY INFORMATION SYSTEM (ITSIS)

On-Going

State: *CNMI*	Plan Year: *2024*	Revision Date: *07/8/23*
Submitted By: *Leonardo Duenas (for TRCC)*	Email: ltduenas@dps.gov.mp	

Article I. Deficiencies:

The legislation requires that States list their system deficiencies and how those deficiencies were determined:

Deficiency ID: (For ease of reference, provide each deficiency with an identifier of up to 10 characters – no spaces) CNMI_CA_001; CNMI_CA_002; CNMI_CA_004; CNMI_CR_001 – 006; CNMI_EMS_001 – 005; CNMI_RW_001 - 006

Deficiency Description: (This section contains a brief statement of the deficiency.)

Crash Reporting System

- Improve the applicable guidelines for the Crash data system to reflect best practices identified in the Traffic Records Program Assessment Advisory.
- Improve the data dictionary for the Crash data system to reflect best practices identified in the Traffic Records Program Assessment Advisory.
- Improve the interfaces with the Crash data system to reflect best practices identified in the Traffic Records Program Assessment Advisory.

Citation/Adjudication Recommendations

- Improve the procedures/process flows for the Citation and Adjudication systems that reflect best practices identified in the Traffic Records Program Assessment Advisory.
- Improve the interfaces with the Citation and Adjudication systems that reflect best practices identified in the Traffic Records Program Assessment Advisory.
- Improve the data quality control program for the Citation and Adjudication systems that reflects best practices identified in the Traffic Records Program Assessment Advisory.

Core System: (What core system is referred to by this deficiency? Check One)

☒ Crash
Driver License / History

Injury Surveillance / EMS
Roadway
☒ Citation / Adjudication
☐ Vehicle Registration

Performance Area: (What performance area is referred to by this deficiency? Check one)

☒ Accuracy
☒ Completeness
☐ Integration
☒ Timeliness
☐ Uniformity
☒ Accessibility

Source if Deficiency: (How was the deficiency identified? i.e.: TR Assessment, FMCSA Data Quality Audit, and TRCC Input)

A Traffic Records Assessment was conducted for the Commonwealth of the Northern Mariana Islands (CNMI) between November 9, 2018, and February 19, 2019, by the NTHSA Go Team.

State: *CNMI*	Plan Year: *2024*	Revision Date: *07/08/23*
Submitted By: *Leonardo Duenas*	Email: lduenas@dps.gov.mp	

Article II. Performance Measures & Goals:

Legislation and the Federal Register call for States to identify performance measures and goals as a basis for demonstrating progress. You may use the following template to record your Performance Measures and Goals.

Measure ID: (For ease of reference, provide each performance measure / goal statement with an identifier of up to 10 characters – no spaces)

CNMI_CA_001_P

Core System: (What core system will be affected by this measure? Check One)

- ☒ Crash
- ☐ Driver License / History
- ☐ Injury Surveillance / EMS
- ☐ Roadway
- ☒ Citation / Adjudication
- ☐ Vehicle Registration

Performance Area: (What performance area will be affected by this measure? Check one)

- ☒ Accuracy
- ☒ Completeness
- ☒ Integration
- ☒ Timeliness
- ☒ Uniformity
- ☒ Accessibility

Direction: (What direction will the measure move to demonstrate a success? Check one)

- ☒ Increase
- ☐ Decrease

What will be measured? (This section contains a brief statement of what will be measured.)

1. Time required for collecting, processing, and generating traffic safety reports.

2. Completeness and accuracy of traffic data reports.
3. Time required for disseminating traffic safety reports to qualified requestors.
4. Time required for generating quality crash analysis.
5. Completeness and accuracy of crash analysis and locations
6. Level of accessibility to traffic safety data and reports.

How Will It Be Measured? (This section contains a brief statement of how the measurement will be determined?)

1. Time periods from crash date/time to completion of crash report will be compared to those on the current system. This can often be measured in days on the current system.
2. Completeness and accuracy of data collected on the replacement crash system will be compared to that on the current system, which does not capture many pertinent crash data items and misreports others.
3. Crash report preparation times on the replacement system will be compared to those on the current system, which can often be measured in days.
4. Completeness of crash reports generated on the replacement system will be compared to the current system, which does not collect many pertinent crash data items.
5. Accuracy of crash reports generated on the replacement system will be measured against those manually prepared from data on the current system. See item 3 above.
6. Accessibility to crash reports generated on the replacement crash system will be compared to that on the current system, which requires requested reports to be individually delivered physically or electronically to qualified requestors.
7. Timeliness of citation to adjudication
8. Integration criminal data with traffic data for developing countermeasures.
9. Interface to the Court System and AG's Office
10. Integration with Roadway Data
11. Interface to Driver and Vehicle Data

Goals by Year: (Provide annual values for the baseline and goal levels of the measure for each program year, in terms of its value in June of the given year.)

GOAL: Value as of:	***Increase in Time Savings***
June 2018	***90%***
June 2019	***95%***
June 2020	***95%***
June 2021	***98%***
June 2022	***98%***

Status by Year: (When the State provides FINAL VALUES for this performance measure as part of their annual progress report, they may choose to add the following information. Annual values for the baseline and goal levels of the measure for each program year, in terms of its value in June of the given year.)

FINAL **(this year – prior year)**

Value as of	%	Change	%
June 2018	**85%**	**Change from 2017**	***5%***
June 2019	**90%**	**Change from 2018**	***5%***
June 2020	**95%**	**Change from 2019**	***5%***
June 2021	**98%**	**Change from 2019**	***3%***
June 2022	**98%**	**Change from 2019**	***3%***

State: *CNMI*	Plan Year: *2024*	Revision Date: *07/08/23*
Submitted By: *Leonardo Duenas*	Email: lduenas@dps.gov.mp	

Article III. Projects:

The following project description format is SUGGESTED, but not required for use by the State. This sample includes information on all projects that impact directly

upon system deficiencies and, therefore, system level performance measures, or which will involve USDOT funding (FHWA, FMCSA or NHTSA), in whole or in part. Exceptions and comments are noted in italics.

Project ID: (For ease of reference, provide each Project with an identifier of up to 10 characters – no spaces)

CNMI_ITSIS_003

Project Title: (This section contains a working title for the Project.)
Highway Safety Systems Integration, Data Analysis Tools, Ad Hoc and Map-Based Reports, and Data Warehouse

Lead Agency: (Name of the Agency that is primarily responsible for the Project.)
Office of Highway Safety

Project Director / Primary Contact: (Person who is responsible for reporting Project Status.)
While not required, project director / contact information will assist the State Safety Data Coordinator in knowing who to contact for project progress information and will provide project-specific contact information for the NHTSA Safety Data Improvement Program Project Clearinghouse web site. Lacking a project-specific contact, the Clearinghouse will list the State Safety Data Coordinator as the Contact.

Name:	Leonardo Duenas
Title:	Coordinator
Agency:	CNMI Highway Safety Office
Address:	Jose M. Sablan Building, Civic Center Susupe
City, ZIP:	Saipan, MP 96950
Phone:	670-664-9121
Email:	ltduenas@dps.gov.mp

Partner Agencies: (Name of the Agencies that are partners with the Lead Agency in the implementation of the project.)

Partner agencies may not be relevant to most projects, but if included, this helps document that more than one agency is responsible for the implementation and ultimate success of the project.
Department of Public Safety; Highway Safety Office; Bureau of Motor Vehicle; Superior Court; Department of Fire & EMS; DPW

Core System & Performance Area:

What Core System(s) and Performance Area(s) will be affected by this project? ***Check All that Apply.***

Performance Area / Core System	Accuracy	Completeness	Integration	Timeliness	Uniformity	Accessibility
Crash						
Driver License / History						
Injury Surveillance / EMS						
Roadway						
Citation / Adjudication						
Vehicle Registration						

Project Description: (*This section provides a brief overview of what the project will entail.*)

The Island-wide Traffic Safety Information System (ITSIS) comprise of the following systems:

- Electronic Citation System
- Electronic Crash Reporting System,
- Online System for Crash Analysis & Reporting (OSCAR),
- Report Amendment and Modification Program (RAMP), and

The project is to provide system maintenance, upgrades/enhancements, and technical support of the ITSIS. This work is necessary to keep the ITSIS current, to provide improvements and repairs as needed, and to supply technical support to the Highway Safety Office and law enforcement personnel.
The technical support task is to ensure that the ITSIS is functioning properly, and data is successfully transmitted and integrated properly into the ITSIS databases.

The Help Desk/System Maintenance tasks will involve periodic updates to all the installed programs, the upgrading of applications, and responding to requests for assistance with ITSIS database queries. Also includes general assistance with the OSCAR module.

Included under in this project as well is answering of system user's emails, monitoring the systems support website, and providing additional on-site training as necessary.

Upgrade the ITSIS to new technology and the enhancements and modifications of all currently deployed applications to function with the new technology.

Basis for Project: (*Provide the deficiencies that will be addressed by this project.* If you like, you can list the Deficiency ID's that are being addressed.)
Data Integration, Sharing, and Usage

Expected Impact: (*Indicate what impact you expect from this Project. This may be done by listing the Performance Measure ID's that are likely to be impacted by the Project.*)
Improve data sharing and usage.

Project Priority: (*This section provides describes the classification of Project Priority. States may use any prioritization that they choose such as short, medium, and long range; low, medium high priority, or a specific rank order.)*

High

Projected Budget by Funding Source:
Ideally, States should provide funding source and projected budgets by year for any projects that directly impact system performance goals or draw upon USDOT funding sources. This will help establish future year funding estimates for the Section 405 (c) and other USDOT funded programs. (Show estimated thousands of dollars by Section 405 (c) grant year)

Funding Source	2021	2022	2023	2024
Section 405 (c)	$0.00	$0.00	$30,000.00	$45,000.00

Project Milestones: (*This section lists the Milestones that will be used to show that the effort is on schedule.*)
Milestones are not required, but by providing them a state can establish a means of demonstrating that the project is on schedule.

Milestones	Projected Completion Date	Actual Completion Date
System Enhancements & Modifications	On-going	
System Support	On-going	
OSCAR Upgrade	On-Hold	

(NOTE: When providing information for your annual progress report the State may add another column that is the "Actual Completion Date" and fill in those values for milestones that have been completed.)

Project Status: (*This section provides a basic category for the status of the project as of the submission date.)*

- ☐ **Unknown** (Status not currently assigned)
- ☐ **Proposed** (Project is proposed but has not been funded and / or approved)
- ☐ **Planned** (Project is approved, but has not yet started)
- ☐ **Start-Up** (Project is in organizational or administrative start-up – e.g., waiting for staffing)
- ☒ **Active** (Project is under way)
- ☐ **Completed** (Project has been completed)
- ☐ **Cancelled** (Project was cancelled)
- ☐ **On Hold** (Project is temporarily on hold)
- ☐ **Postponed** (Project has been postponed, or tabled at this time)

5.3 ECITATION PROGRAM INTERFACE TO THE COURT SYSTEM

State: *CNMI*	Plan Year: *2024*	Revision Date: *07/08/23*
Submitted By:		Email:

Article I. Deficiencies:

The legislation requires that States list their system deficiencies and how those deficiencies were determined:

Deficiency ID: (For ease of reference, provide each deficiency with an identifier of up to 10 characters – no spaces) CNMI_CA_001- 006/CNMI_CR_001-006

Deficiency Description: (This section contains a brief statement of the deficiency.)

The CNMI Court has adopted a new system and stopped the use of the JustWare system. The ECitation interface in use by the CNMI Department of Public Safety currently works with the JustWare system and will need to be rewritten or developed for the new Court system.

Core System: (What core system is referred to by this deficiency? Check One)

- ☐ Crash
- ☐ Driver License / History
- ☐ Injury Surveillance / EMS
- ☐ Roadway
- ☒ Citation / Adjudication
- ☐ Vehicle Registration

Performance Area: **(What performance area is referred to by this deficiency? Check one)**

- ☒ Accuracy
- ☒ Completeness
- ☐ Integration
- ☒ Timeliness
- ☐ Uniformity
- ☒ Accessibility

Source if Deficiency: (How was the deficiency identified? i.e.: TR Assessment, FMCSA Data Quality Audit, and TRCC Input)

Traffic Records Assessment documented in the Traffic Records System Strategic Plan plus recommendations and input provided by members of the TRCC.

State: *CNMI*	Plan Year: *2024*	Revision Date: *07/08/23*
Submitted By:		Email:

Article II. Performance Measures & Goals:

Legislation and the Federal Register call for States to identify performance measures and goals as a basis for demonstrating progress. You may use the following template to record your Performance Measures and Goals.

Measure ID: **(For ease of reference, provide each performance measure / goal statement with an identifier of up to 10 characters – no spaces)**

CNMI_CA_001_P

Core System: **(What core system will be affected by this measure? Check One)**

- ☐ Crash
- ☐ Driver License / History
- ☐ Injury Surveillance / EMS
- ☐ Roadway
- ☒ Citation / Adjudication
- ☐ Vehicle Registration

Performance Area: **(What performance area will be affected by this measure? Check one)**

- ☒ Accuracy
- ☒ Completeness
- ☐ Integration
- ☒ Timeliness
- ☐ Uniformity
- ☒ Accessibility

Direction: **(What direction will the measure move to demonstrate a success? Check one)**

- ☒ Increase
- ☐ Decrease

What Will Be Measured: **(This section contains a brief statement of what will be measured.)**

Timely and accurate submission of all issued traffic citations for adjudication and easy accessibility of issued traffic citations by involved agencies.

Total number of various types of traffic law violations, age, nationality, gender, location, time etc.

How Will It Be Measured: **(This section contains a brief statement of how the measurement will be determined.)**

Timelines - Days between ticket issuance and adjudicated.

Data integrity and accuracy will be measured against the current paper driven system.

Citations will be issued electronically, and court date will be automatically calculated minimizing illegible or erroneous entries.

Citation information will be entered to the Court System through the Application Programming Interface (API) or through other electronic process as opposed to court clerk entering citation tickets data to the court system.

Citation will be made available through the Application Programming Interface (API) for Attorney General Office use.

Goals by Year: **(Provide annual values for the baseline and goal levels of the measure for each program year, in terms of its value in June of the given year.)**

GOAL: Value as of:	***Increase in Time Savings***
June 2017	***35 mins***
June 2018	***40 mins***
June 2019	***45 mins***
June 2020	***50 mins***
June 2021	***1hr***
June 2022	

Status by Year: (When the State provides FINAL VALUES for this performance measure as part of their annual progress report, they may choose to add the following information. Annual values for the baseline and goal levels of the measure for each program year, in terms of its value in June of the given year.)

FINAL **(this year – prior year)**

Value as of	%	Change	%
June *2017*	**70%**	**Change from *2016***	***0***
June *2018*	**80%**	**Change from *2017***	***10%***
June *2019*	**90%**	**Change from *2018***	***10%***
June 2020	**95%**	**Change from 2019**	***5%***
June 2021	**98%**	**Change from 2020**	
June 2022	**0%**	**Change from 2021**	

State: *CNMI*	Plan Year: *2024*	Revision Date: *07/08/23*
Submitted By:		Email:

Article III. Projects:

The following project description format is SUGGESTED, but not required for use by the State. This sample includes information on all projects that impact directly upon system deficiencies and, therefore, system level performance measures, or which will involve USDOT□ funding (FHWA, FMCSA or NHTSA), in whole or in part. Exceptions and comments are noted in italics.

Project ID: (For ease of reference, provide each Project with an identifier of up to 10 characters – no spaces) DPS_H_19_001

Project Title: ECitation Program Interface to the Court System

Lead Agency: Department of Public Safety

Project Director / Primary Contact: (Person who is responsible for reporting Project Status.)

While not required, project director / contact information will assist the State Safety Data Coordinator in knowing who to contact for project progress information and will provide project-specific contact information for the NHTSA Safety Data Improvement Program Project Clearinghouse web site. Lacking a project-specific contact, the Clearinghouse will list the State Safety Data Coordinator as the Contact:
Name:
Title:
Agency:
Address:
City, ZIP:
Phone:
Email:

Partner Agencies: (Name of the Agencies that are partners with the Lead Agency in the implementation of the project.)

- CNMI Superior Court
- CNMI Attorney General Office

Partner agencies may not be relevant to most projects, but if included, this helps document that more than one agency is responsible for the implementation and ultimate success of the project.

Core System & Performance Area:

What Core System(s) and Performance Area(s) will be affected by this project? *Check All that Apply.*

Performance Area / Core System	Accuracy	Completeness	Integration	Timeliness	Uniformity	Accessibility
Crash	☒	☒	☒	☒	☐	☒
Driver License / History	☐	☐	☐	☐	☐	☐
Injury Surveillance / EMS	☐	☐	☐	☐	☐	☐
Roadway	☐	☐	☐	☐	☐	☐
Citation / Adjudication	☒	☒	☒	☒	☒	☒
Vehicle Registration	☐	☐	☐	☐	☐	☐

Project Description: (*This section provides a brief overview of what the project will entail.*)

Ledge Light Technologies, Inc. (LLT) will work closely with the Court to create a Microsoft Windows service application (the Service) to transmit electronic citations created by the Department of Public Safety (DPS). These citations will be transmitted to the Court's ECourt system. The software will be created using the Microsoft .NET framework.

The Service will perform the following tasks:

- Transmit printed citations from the Central Citation Repository to the ECourt system daily. The transmission will utilize Application Program Interface (API) using the access information provided by the Court.
- The Service will maintain a log of the citations it attempted to transmit to the API. The log will contain citation identification information, the resulting ECourt identification for the citation, and any errors associated with the transmission.

- The Service will provide an email notification containing the results of each transmission.

Basis for Project: (***Provide the deficiencies that will be addressed by this project.*** **If you like, you can list the Deficiency ID's that are being addressed.)**

1. It will save labor hours of agencies involved in inputting the traffic citations into their database.

2. It will eliminate the problem of untimely turning in of traffic citations for adjudication.

3. It will eliminate redundancy of inputting the same traffic citation data into the database system by agencies involved.

Integration – Information sharing between the Court, the Department of Public Safety, and the Office of the Attorney General, has been a long-awaited goal for the CNMI. The existing paper/manual citation system has inherent problems among all three agencies that render information sharing between the three nearly null of value because of the time lag involved. Electronic integration will immediately improve officer performance by providing real time data and improve adjudication ability to dispose of cases in a timely and efficient manner for the same reason.

Expected Impact: (***Indicate what impact you expect from this Project. This may be done by listing the Performance Measure ID's that are likely to be impacted by the Project.)***

☒ Increase

- Accuracy of data
- Completeness of reports
- Integration between traffic records system
- Timeliness of traffic data

☒ Decrease

Number of days from citation issuance to adjudication and disposition.

Project Priority: (***This section provides describes the classification of Project Priority. States may use any prioritization that they choose such as short, medium, and long range; low, medium high priority, or a specific rank order)***

High Priority

Projected Budget by Funding Source:

Ideally, States should provide funding source and projected budgets by year for any projects that directly impact system performance goals or draw upon USDOT funding sources. This will help establish future year funding estimates for the Section 405 (c) and other USDOT funded programs. (Show estimated thousands of dollars by Section 405 (c) grant year.)

Funding Source	2020	2021	2022	2023	2024
Section 405 (c)	$0.00	$0.00	$0.00	$0.00	$45,000.00

Project Milestones: (***This section lists the Milestones that will be used to show that the effort is on schedule.***)

Milestones are not required, but by providing them a state can establish a means of demonstrating that the project is on schedule.

Milestones	Projected Completion Date	Actual Completion Date
Interface Requirement Analysis	**10/2023**	
API Design and Development	**12/2023**	
Field Testing	**12/2023**	
Deployment	**01/2024**	

(NOTE: When providing information for your annual progress report the State may add another column that is the "Actual Completion Date" and fill in those values for milestones that have been completed.)

Project Status: (*This section provides a basic category for the status of the project as of the submission date.)*

- ☐ **Unknown** (Status not currently assigned)
- ☒ **Proposed** Project is proposed but has not been funded and / or approved)
- ☐ **Planned** (Project is approved, but has not yet started)

☐ **Start-Up**	(Project is in organizational or administrative start-up e.g., waiting for staffing)
☐ **Active**	(Project is under way)
☐ **Completed**	(Project has been completed)
☐ **Cancelled**	(Project was cancelled)
☐ **On Hold**	(Project is temporarily on hold)
☐ **Postponed**	(Project has been postponed, or tabled at this time)

5.4 ROADWAY INFORMATION MANAGEMENT SYSTEM (RIMS) UPDATE/ENHANCEMENT

State: *CNMI*	Plan Year: 2024	Revision Date: 07/08/23
Submitted By:	Email:	

Article I. Deficiencies:

The legislation requires that States list their system deficiencies and how those deficiencies were determined:

Deficiency ID: **(For ease of reference, provide each deficiency with an identifier of up to 10 characters – no spaces)**

CNMI_RW_001

Deficiency Description: **(This section contains a brief statement of the deficiency.)**

Update the Roadway Inventory and Information Management System; new roadway constructions need to be added to the network to update existing map and therefore improve location accuracy.

Core System: (What core system is referred to by this deficiency? Check One)

- ☐ Crash
- ☐ Driver License / History
- ☐ Injury Surveillance / EMS
- ☒ Roadway
- ☐ Citation / Adjudication
- ☐ Vehicle Registration

Performance Area: (What performance area is referred to by this deficiency? Check one)

- ☒ Accuracy
- ☒ Completeness
- ☒ Integration
- ☐ Timeliness
- ☒ Uniformity
- ☐ Accessibility

Source if Deficiency: (How was the deficiency identified? i.e.: TR Assessment, FMCSA Data Quality Audit, and TRCC Input)

Deficiency identified by end user. Major updates and access issues need to be addressed to further improve RIMS and the capability of utilizing the system. These last items should complete RIMS to be finally integrated into the Department of Public Works Roadways management, maintenance, and design plans.

State: *CNMI*	Plan Year: 2024	Revision Date: 07/08/23
Submitted By:	Email:	

Article II. Performance Measures & Goals:

Legislation and the Federal Register call for States to identify performance measures and goals as a basis for demonstrating progress. You may use the following template to record your Performance Measures and Goals.

Measure ID: **(For ease of reference, provide each performance measure / goal statement with an identifier of up to 10 characters – no spaces)**

CNMI_RW_001

Core System: (**What core system will be affected by this measure? Check One)**

- ☐ Crash
- ☐ Driver License / History
- ☐ Injury Surveillance / EMS
- ☒ Roadway
- ☐ Citation / Adjudication
- ☐ Vehicle Registration

Performance Area: **(What performance area will be affected by this measure? Check one)**

- ☒ Accuracy
- ☒ Completeness
- ☒ Integration
- ☐ Timeliness
- ☒ Uniformity
- ☒ Accessibility

Direction: **(What direction will the measure move to demonstrate a success? Check one)**

- ☒ Increase
- ☐ Decrease

What Will Be Measured: (This section contains a brief statement of what will be measured.)

DPW will measure the performance of the system on its use for identifying and analyzing high crash location and roadway hazards. The system will support a data driven roadway problem identification and the development of countermeasures.

Number of roadway mile inventoried and mapped on the Island base map to improve crash location accuracy.

How Will It Be Measured: (This section contains a brief statement of how the measurement will be determined?)

Number of locatable crashes and high crash location identification.

Goals by Year: (**Provide annual values for the baseline and goal levels of the measure for each program year, in terms of its value in June of the given year.)**

GOAL: Value as of:	***Increase in Time Savings***
June 2019	***0%***
June 2020	***0%***
June 2021	***0%***
June 2022	***0%***
June 2023	***0%***

Status by Year: (When the State provides FINAL VALUES for this performance measure as part of their annual progress report, they may choose to add the following information. Annual values for the baseline and goal levels of the measure for each program year, in terms of its value in June of the given year.)

FINAL (this year – prior year)

Value as of	%	Change	%
June *2019*	**90%**	**Change from *2018***	***5%***
June *2020*	**90%**	**Change from *2019***	***0%***
June *2021*		**Change from *2020***	
June *2022*		**Change from *2021***	
June 2023		**Change from *2022***	

State: *CNMI*	Plan Year: 2024	Revision Date: 07/08/23
Submitted By:	Email:	

Article III. Projects:

State. This sample includes information on all projects that impact directly upon system deficiencies and, therefore, system level performance measures, or which will involve USDOT funding (FHWA, FMCSA or NHTSA), in whole or in part. Exceptions and comments are noted in italics.

Project ID: (For ease of reference, provide each Project with an identifier of up to 10 characters – no spaces) CNMI_08_RW_001_P

Project Title: (This section contains a working title for the Project.)

Roadway Information Management System (RIMS)

Lead Agency: (Name of the Agency that is primarily responsible for the Project.)

Department of Public Works

Project Director / Primary Contact: (Person who is responsible for reporting Project Status.)
While not required, project director / contact information will assist the State Safety Data Coordinator in knowing who to contact for project progress information and will provide project-specific contact information for the NHTSA Safety Data Improvement Program Project Clearinghouse web site. Lacking a project-specific contact, the Clearinghouse will list the State Safety Data Coordinator as the Contact.

Name:
Title:
Agency:
Address:
Phone:
Email:

Partner Agencies**: (Name of the Agencies that are partners with the Lead Agency in the implementation of the project.)** ***Partner agencies may not be relevant to***

most projects, but if included, this helps document that more than one agency is responsible for the implementation and ultimate success of the project.
Department of Public Works

Core System & Performance Area:

What Core System(s) and Performance Area(s) will be affected by this project?
Check All that Apply.

Performance Area / Core System	Accuracy	Completeness	Integration	Timeliness	Uniformity	Accessibility
Crash						
Driver License / History						
Injury Surveillance / EMS						
Roadway						
Citation / Adjudication						
Vehicle Registration						

Project Description: **(*This section provides a brief overview of what the project will entail.*)**

This project is to upgrade, enhanced and bring RIMS up to date. Nothing has been done to the system since deployed in 2013. New GPS equipment will also be needed in other to continue with geo coding new roadway assets for updating the RIMS database. The following is the list of tasks to be completed in this project:

Roadway Information Management System (RIMS) Update & Enhancements
Project Task
Task 1: System Design & Data Compilation
Project Initiation & Work Plan Review/Design
Legacy Data Compilation & Organization
GIS Centerline Configuration
Record Plan Georeferencing/Digitization
Task 1 Subtotal
Task 2: Hardware/Software Purchases
GPS Unit (Leica Unit with Accessories)
Tablet (iPad Pro)
AGOL Subscription
Cell Phones & Accessories
Miscellaneous (Shipping/Taxes)
Coordination, Oversight, Set-up & Training
Task 2 Subtotal
Task 3: Pavement Management Program (Roadbotics)
Data Capture Set-up & Training
Automated Pavement Management Inspections (RoadBotics Direct Cost)
Post Processing & QA/QC
Data Integration & Deliverables
Task 3 Subtotal
Task 4: Building Footprint Layer Creation
Set-up & Oversight
Building Polygon Digitization Using Available Orthophotography/Parcels
Task 4 Subtotal
OPTIONAL - New Aerial Fly Over (Near map Estimate Forthcoming)
Task 5: Asset Field Training & Support Services

General Training & Support Services
AGOL/Dashboard Training
ESRI Desktop Training
Field Data Collection of Assets (AGOL, Survey 123, etc.)
Task 5 Subtotal

Basis for Project: (Provide the deficiencies that will be addressed by this project. If you like, you can list the Deficiency ID's that are being addressed.)

Accuracy, for both crash systems as well as road features and asset locations.

Completeness, for finalizing RIMS its necessary updates to asset and user management to integrating it within the Department of Public Works. Integration, for training of end users of RIMS for a more effective use of RIMS for all related Public Works Divisions.

Expected Impact: (***Indicate what impact you expect from this Project. This may be done by listing the Performance Measure ID's that are likely to be impacted by the Project.)***

Updated roadway map for crash location accuracy with a reliable and efficiency method for identifying crash location on the commonwealth roadway. Safety analyses on an Island-wide basis will be facilitated with the added GIS capabilities.

Project Priority: (***This section provides describes the classification of Project Priority. States may use any prioritization that they choose such as short, medium, and long range; low, medium high priority, or a specific rank order.)***

High

Projected Budget by Funding Source:

Ideally, States should provide funding source and projected budgets by year for any projects that directly impact system performance goals or draw upon USDOT funding sources. This will help establish future year funding estimates for the Section 405 (c) and other USDOT funded programs. (Show estimated thousands of dollars by Section 405 (c) grant year.)

Funding Source	2020	2021	2024
Section 405 (c)	$0.00	$0.00	$150,000.00

Project Milestones: (***This section lists the Milestones that will be used to show that the effort is on schedule.***)

Milestones are not required, but by providing them a state can establish a means of demonstrating that the project is on schedule.

Milestones	Projected Completion Date	Actual Completion Date
Task 1 – Task 2	1Q – FY 2024	
Task 3	2Q – FY 2024	
Task 4	3Q – FY 2024	
Task 5	4Q – FY 2024	

(NOTE: When providing information for your annual progress report the State may add another column that is the "Actual Completion Date" and fill in those values for milestones that have been completed.)

Project Status: (*This section provides a basic category for the status of the project as of the submission date.)*

- ☐ **Unknown** (Status not currently assigned)
- ☒ **Proposed** (Project is proposed but has not been funded and / or approved)
- ☐ **Planned** (Project is approved, but has not yet started)
- ☐ **Start-Up** (Project is in organizational or administrative start-up – e.g., waiting for staffing)
- ☐ **Active** (Project is under way)
- ☐ **Completed** (Project has been completed)
- ☐ **Cancelled** (Project was cancelled)
- ☐ **On Hold** (Project is temporarily on hold)
- ☐ **Postponed** (Project has been postponed, or tabled at this time)

Appendix A – Traffic Records Coordinator Contact Information

Leonardo T. Duenas, Coordinator

Department of Public Safety

Highway Safety Office

P.O. Box 500791 Ck

Saipan, MP 96950

Phone: (670) 664-9121

Fax: (670) 664-9141

Email: ltduenas@dps.gov.mp

Commonwealth of the Northern Mariana Islands (CNMI)

STATE DATA SYSTEMS IMPROVEMENT

August 1, 2023

Table of Contents

1.0 TRAFFIC RECORDS COORDINATING COMMITTEE (TRCC)

1.1 TRCC CHARTER

Objective

To create an inter-agency traffic records committee composed of all agencies involved in highway safety for the purpose of providing direction on all matters related to the CNMI Traffic Records System.

Mission

Promote the effective use of information technology in support of the highway safety goals and objectives of the CNMI. The TRCC will adopt a global view of the data required to make the business of highway safety work and develop information systems and business processes that promote the sharing of highway safety data among all agencies involved. We will support data improvements that eliminate duplication, improve uniformity, promote electronic data collection, and facilitate data access and use.

Goal

Ensure that accurate, complete, and timely traffic safety data is collected, analyzed, and made available for decision making among appropriate partners.

Memorandum of Understanding

(i) Have authority to review any of the State's highway safety data and traffic records systems and any changes to such systems before the changes are implemented.
(ii) Consider and coordinate the views of organizations in the State that are involved in the collection, administration, and use of highway safety data and traffic records systems, and represent those views to outside organizations.
(iii) Review and evaluate new technologies to keep the highway safety data and traffic records system current; and
(iv) Approve annually the membership of the TRCC, the TRCC coordinator, any change to the State's multi-year Strategic Plan required under paragraph (c) of this section, and performance measures to be used to demonstrate quantitative progress in the accuracy, completeness, timeliness, uniformity, accessibility, or integration of a core highway safety database.

1.2 TRCC AUTHORITY

The CNMI Traffic Records Executive Committee (TREC) authorized the TRCC to carry out its mission as stated in the TRCC Charter.

The following Administrators are the members of the TREC.

Crash Data; Driver License and Vehicle Registration Data Systems
Name: Clement R. Bermudes
Title: Commissioner
Agency: Department of Public Safety

Roadway Data Systems:
Name: Ray N. Yumul
Title: Secretary
Agency: Department of Public Works

Injury Surveillance / EMS Data System:
Name: Juan Pua
Title: Acting Commissioner
Agency: Department of Fire/EMS

Citation / Adjudication Data System:
Name: Robert C. Naraja
Title: Presiding Judge
Agency: Superior Court

TRCC (Technical Level) – The CNMI TRCC, supported by the Highway Safety Office, continues an active, full schedule. In its efforts to seek improvements in the Territory's traffic records system, as outlined in the Strategic Plan and reflected in the 2019 Traffic Records Assessments, the TRCC's emphasis has followed the original recommendations from the Section 408/405c process for measures of improvements: *completeness, uniformity, timeliness, accuracy, integration,* and *accessibility* of the data by stakeholders.

1.3 CNMI TRCC CERTIFICATION

The CNMI Traffic Records Coordinating Committee continues to operate and function as the organization responsible for the planning and implementation of the Commonwealth Traffic Safety Data System Improvements.

1.3 CNMI TRCC CERTIFICATION

The CNMI Traffic Records Coordinating Committee continues to operate and function as the organization responsible for the planning and implementation of the Commonwealth Traffic Safety Data System Improvements.

The TRCC members approved the Strategic Plan along with the projects selected for the FY 2024 Section 405 (c) Program at the June 20, 2023, meeting.

for Margarita DLG. Camacho, HSO Coordinator

2.0 TRCC MEETING DATE

April 21, 2023

May 10, 2023

June 20, 2023

3.0 TRCC MEMBER ROSTER

ITSIS System	Role	Name	Organization	Agency
Crash/C/A	User	Margarita Camacho, HSO Coordinator	Highway Safety Office	DPS
Crash/C/A	User	Leonardo T. Duenas, TRCC Coordinator	Highway Safety Office	DPS
Crash/C/A	User	Catherine Muna, Statistician	Highway Safety Office	DPS
Driver/Vehicle	Collector/User	Paul T. Ogumoro, Assistant Chief	Bureau of Motor Vehicles	DPS
EMS/Injury Surveillance	Collector	Michael Langdon, Sgt.	Highway Patrol	DPS
Crash/Citation	Management	John DL Guerrero, Administrator	MIS	DPS
Crash/C/A	Collector/User	Daniel Smith, Lt.	Highway Patrol	DPS
Crash/C/A	Collector/User	Jerry Ayuyu Assistant Chief, OIC	Highway Patrol/Motor Carrier	DPS
Crash/C/A	Collector/User	Bernard Santos, Assistant Chief, OIC	Boating Safety Section	DPS
Citation/Adjudication	Management	William Rathburn	MIS	AG
Citation/Adjudication	Management	Michael Villacrusis	MIS	Judiciary
Citation/Adjudication	User/Management	Presiding Judge Robert Naraja	Superior Court	Judiciary
Roadway	Collector/User	Thomas Camacho, Director	TSD, Department of Public Works	DPW

Roadway	Management	Ray Yumul, Secretary	Department of Public works	DPW
Crash/C/A	Management	Clement Bermudes, Commissioner	Department of Public Safety	DPS
EMS/Injury Surveillance	Management	Juan Pua, Acting Commissioner	Department of Fire/EMS	EMS

4.0 TRAFFIC RECORDS STRATEGIC PLAN

Attached as a separate document.

4.1 TRAFFIC RECORDS SYSTEM RECOMMENDATIONS

4.1.1 CRASH RECOMMENDATIONS

- Improve the applicable guidelines for the Crash data system to reflect best practices identified in the Traffic Records Program Assessment Advisory.
- Improve the data dictionary for the Crash data system to reflect best practices identified in the Traffic Records Program Assessment Advisory.
- Improve the interface with the Crash data system to reflect best practices identified in the Traffic Records Program Assessment Advisory.

4.1.2 VEHICLE RECOMMENDATIONS

- Improve the applicable guidelines for the Vehicle data system to reflect best practices identified in the Traffic Records Program Assessment Advisory.
- Improve the data dictionary for the Vehicle data system to reflect best practices identified in the Traffic Records Program Assessment Advisory.
- Improve the interfaces with the Vehicle data system to reflect best practices identified in the Traffic Records Program Assessment Advisory.
- Improve the procedures/process flows for the Vehicle data system to reflect best practices identified in the Traffic Records Program Assessment Advisory.

4.1.3 DRIVER RECOMMENDATIONS

- Improve the applicable guidelines for the Driver data system to reflect best practices identified in the Traffic Records Program Assessment Advisory.
- Improve the data dictionary for the Driver data system that reflects best practices identified in the Traffic Records Program Assessment Advisory.
- Improve the procedures/process flows for the Driver data system to reflect best practices identified in the Traffic Records Program Assessment Advisory

4.1.4 ROADWAY RECOMMENDATIONS

- Improve the applicable guidelines for the Roadway data system to reflect best practices identified in the Traffic Records Program Assessment Advisory.
- Improve the data dictionary for the Roadway data system to reflect best practices identified in the Traffic Records Program Assessment Advisory.
- Improve the description and contents of the Roadway data system to reflect best practices identified in the Traffic Records Program Assessment Advisory.
- Improve the interfaces with the Roadway data system to reflect best practices identified in the Traffic Records Program Assessment Advisory.
- Improve the procedures/process flows for the Roadway data system to reflect best practices identified in the Traffic Records Program assessment Advisory.

4.1.5 CITATION/ADJUDICATION RECOMMENDATIONS

- Improve the data quality control program for the Citation and Adjudication systems to reflect best practices identified in the Traffic Records Program Assessment Advisory.
- Improve the interfaces with the Citation and Adjudication systems to reflect best practices identified in the Traffic Records Program Assessment Advisory.
- Improve the procedures/ process flows for the Citation and Adjudication systems to reflect best practices identified in the Traffic Records Program Assessment Advisory.

4.1.6 EMS/INJURY SURVEILLANCE RECOMMENDATIONS

- Improve the applicable guidelines for the Injury Surveillance systems to reflect best practices identified in the Traffic Records Program Assessment Advisory.
- Improve the data dictionary for the Injury Surveillance systems to reflect best practices identified in the Traffic Records Program Assessment Advisory.
- Improve the data quality control program for the Injury Surveillance systems to reflect best practices identified in the Traffic Records Program Assessment Advisory.
- Improve the interfaces with the Injury Surveillance systems to reflect best practices identified in the Traffic Records Program Assessment Advisory.

4.2 TRAFFIC RECORDS ASSESSMENT PLAN OF ACTIONS

4.2.1 CRASH SYSTEM COMPONENT

Recommendation

- Improve the applicable guidelines for the Crash data system to reflect best practices identified in the Traffic Records Program Assessment Advisory.

Plan of Action

The Crash System in the CNMI is currently undergoing review for possible upgrade to be MMUCC 6th Edition compliant and will further incorporate critical crash data elements and description in ANSI-D16 (Manual on Classification of Motor Vehicle Traffic Accidents), and ANSI-D-20 (Data Element Dictionary for Traffic Records Systems). The CNMI Electronic Crash Reporting System will reflect the best practices identified in the Traffic Records Program Assessment Advisory upon completion of the ongoing enhancements and modifications.

- Improve the interfaces with the Crash data system that reflect best practices identified in the Traffic Records Program Assessment Advisory.

Plan of Action

The Crash System in the CNMI is designed to interface with all the Traffic Records Systems (Driver System, Vehicle System, Roadway System, Citation/Adjudication System, and the EMS).

Currently crash system interfaces with the roadway system and ECitation. As part of the Island wide Traffic Safety Information System (ITSIS) project initiatives the vehicle and driver systems interfaces are ready for deployment pending the completion of the new CNMI Real ID compliant Driver Licensing System. The crash system will have all the necessary interface links with other traffic records systems that reflects best practices as identified in the Traffic Records Program Assessment Advisory.

- Improve the data dictionary for the Crash data system that reflects best practices identified in the Traffic Records Program Assessment Advisory.

Plan of Action

The CNMI Crash Reporting System is in use by Law Enforcement Island-wide and has a built-in case management system. The Case Management maintains the

process from the reporting officer collection of crash data to an automated edit checks and validation of the data as it is being entered and error checking prior to submission to the supervisor. The supervisor also performs edit checks prior to approving the report and has the capability of sending the report back to the originating officer for correction. The process continues from the supervisor if necessary to forward the report to Investigator for further investigation. Investigators can send the report back to the supervisor who finally sends it to the records division for distribution and reporting. The data is then integrated with other data systems for analysis and reporting. The system now has a performance measure program that is tailored to the needs of all stakeholders.

The CNMI Crash System data dictionary will be improved to reflect other best practices identified in the Traffic Records Program Assessment Advisory.

4.2.2 VEHICLE SYSTEM COMPONENT

- Improve the data dictionary for the Vehicle data system that reflects best practices identified in the Traffic Records Program Assessment Advisory

Plan of Action

The Vehicle system is currently undergoing enhancements and modifications to include all the data necessary for the identification and ownership of all vehicles registered in the CNMI and off-island vehicles involved in crashes within the CNMI. Information on vehicle make, model, year of manufacture, body type (usually extracted from the VIN), and adverse vehicle history (title brands) will be maintained to produce the data needed to support safety programs. The vehicle system will be capable of recording and reporting title data, registration information, and verification of required insurance and will clearly define both the vehicle itself and the owner or leaseholder.

The vehicle system data dictionary will provide definitions for each data element and, where applicable, provides matching edit checks and data collection guidelines. Procedures for collection, reporting, and posting of registration, title, and title brand information will be formally documented. The data dictionary will be accessible to all users and updated regularly to reflect changes to the system.

The Vehicle system will adhere to the American Association of Motor Vehicle Administrators (AAMVA) standard and guidelines and reflects best practices identified in the Traffic Records Program Assessment Advisory.

- Improve the applicable guidelines for the Vehicle data system to reflect best practices identified in the Traffic Records Program Assessment Advisory.

Plan of Action

The new Vehicle system data quality management covers the entire process—the collection, submission, processing, posting, and maintenance of vehicle data. The system will have a built-in automated edit checks and validation rules that ensure entered data falls within the range of acceptable values and is logically consistent with other elements. Edit checks will be apply as the data is added to the record.

The Vehicle system will have a performance measure program that is tailored to the needs of data managers and address the concerns of all stakeholders.

The overall data quality control program for the Vehicle data system will reflect best practices identified in the Traffic Records Program Assessment Advisory

- Improve the Interfaces with the Vehicle data system to reflects best practices identified in the Traffic Records Program Assessment Advisory

Plan of Action

The CNMI vehicle system is under reconstruction with plan improvements to include interface with other Traffic Records System.

- Improve the procedures/process flows for the Vehicle data system to reflects best practices identified in the Traffic Records Program Assessment Advisory

Plan of Action

- The new CNMI vehicle system procedures/process flow will reflect best practices identified in the Traffic Records Program Assessment Advisory

4.2.3 DRIVER SYSTEM COMPONENT

Recommendation

- Improve the applicable guidelines for the Driver data system to reflect best practices identified in the Traffic Records Program Assessment Advisory

Plan of Action

The CNMI recently adopted and deployed a Real ID compliant Driver Licensing System. The new system ensures that each person licensed to drive in the CNMI has one identity, one license to drive, and one record. The system resides at the Department of Public Safety, Bureau of Motor Vehicle (BMV).

The new system will include a Driver History file that will maintain information on all out-of-State or unlicensed drivers convicted of traffic violations within the Commonwealth's boundaries. The system will also support (in concert with other data systems) both aggregate and detailed analysis of driver behaviors as they relate to safety.

In addition to the Real ID compliant, the Vehicle system will ensure compliance with ANSI D-20 standards and maintained in a manner that accommodates interaction with the National Driver Register (NDR) Problem Driver Pointer System (PDPS) and FMCSA's Commercial Driver's License Information System (CDLIS). The system will reflect best practices as identified in the Traffic Records Program Assessment Advisory.

Recommendation

- Improve the data dictionary for the Driver data system that reflects best practices identified in the Traffic Records Program Assessment Advisory.

Plan of Action

The new CNMI Driver Licensing system will be well documented. Each data field will have an established definition and validated values—including appropriate null codes. All applicable edit checks and data collection guidelines will match the data definitions. The data dictionary will be maintained and updated to keep pace with system, legislative, and other changes.

Driver data system will reflect best practices as identified in the Traffic Records Program Assessment Advisory

Recommendation

- Improve the procedures/ process flows for the Driver data system that reflect best practices identified in the Traffic Records Program Assessment Advisory.

Plan of Action

The new Driver system is maintained by BMV and ensures accurate and up-to-date documentation. The new automated process flow will provide the policies and procedures to govern the collection, reporting, and posting of license, conviction, and sanction information. The new process will include license, permit, and endorsement issuance; reporting and recording relevant citations and convictions; reporting and recording driver education and improvement courses; reporting and recording other information that may result in a change of license status; and maintaining appropriate system and information security.

The data process flow will include inputs from other components and the processes for error correction and error handling (returning reports to the original source for correction and resubmission).

The new system will be fully Real ID complaint after full implementation and will be able to detect fraud in the driver data. The system will participate in the Systematic Alien Verification for Entitlements (SAVE) program, deployment of facial recognition software, fingerprint checking, and other biometric technologies to detect individuals attempting illegal re-licensure.

The BMV will adopt a formalized method to identify and prevent fraud when issuing drivers' licenses, including commercial licenses, and provide background checks before issuing hazardous materials endorsements. BMV will have security protocols

governing access to and release of driver system data in compliance with all applicable CNMI and Federal laws, including the Driver's Privacy Protection Act.

The new system will reflect the best practices identified in the Traffic Records Program Assessment Advisory.

- Improve the data quality control program for the Driver data system that reflects best practices identified in the Traffic Records Program Assessment Advisory.

Plan of Action

The system will have a formal data quality management program's review protocols that covers the entire process—the collection, submission, processing, posting, and maintenance of driver data.

Automated edit checks and validation rules will be implemented to ensure entered data falls within the range of acceptable values and is logically consistent between other fields. Edit checks will be applied when data is added to the record. The system will have a Performance measures program that will be tailored to the needs of data managers and address the concerns of all stakeholders.

The Driver system will reflect best practices identified in the Traffic Records Program Assessment Advisory.

4.2.4 ROADWAY SYSTEM COMPONENT

Recommendation

- Improve the description and contents of the Roadway data system that reflect best practices identified in the Traffic Records Program Assessment Advisory.

Plan of Action

The CNMI roadway data system comprises of data collected on all roadways in the CNMI (Federal and Local). The system incorporates sufficient information on all roads to support valid, system-wide network screening and countermeasure development, deployment, and evaluation.

The CNMI Roadway Information Management System (RIMS) contains roadway elements dealing with road segments, intersections, interchanges, and traffic as specified in the Model Inventory of Roadway Elements (MIRE). RIMS contain an inventory of all roadway assets (geo-coded) in the CNMI (Saipan, Rota, & Tinian) and includes a geo-coded base map.

RIMS applications include assets, crash and pavement inspection data for High Crash Location Analysis as well as the capability to develop Highway Safety Improvement Program. RIMS provide a geo-coded uniform method for locating and collecting roadway and traffic data. It is a geographic information system (GIS).

RIMS will be further evaluated to reflect best practices identified in the Traffic Records Program Assessment Advisory.

Recommendation

- Improve the applicable guidelines for the Roadway data system that reflect best practices identified in the Traffic Records Program Assessment Advisory.

Plan of Action

The design of RIMS used MIRE Version 1.0 as a guideline. All roadway segments and roadway alignment data are included along with corresponding roadway intersection data. RIMS adopted MIRE data element definition and attributes for coding and a priority rating. RIMS has a built-in safety analysis tool for identifying high crash location, calculating crash rate and it uses crash injury rating as part of the decision algorithm.

RIMS will be further evaluated for compliance with applicable guidelines to reflect best practices identified in the Traffic Records Program Assessment Advisory.

Recommendation

- Improve the data dictionary for the Roadway data system that reflects best practices identified in the Traffic Records Program Assessment Advisory.

Plan of Action

RIMS has a well-documented data dictionary. The documentation includes a definition for each element for all pertinent roadway components and data collection guidelines that match the data definitions. The dictionary is consistent and matches the roadway components in all applicable forms (e.g., crash report form, EMS run reports, citations). RIMS data definition follows MIRE definitions. RIMS roadway data elements are sufficient to conduct high quality safety analysis. The data dictionary is maintained and updated to keep pace with changes. Procedures for updating the dictionary are also documented.

RIMS data dictionary will be further reviewed to reflect best practices identified in the Traffic Records Program Assessment Advisory.

Recommendation

- Improve the procedures/ process flows for the Roadway data system that reflect best practices identified in the Traffic Records Program Assessment Advisory.

Plan of Action

DPW maintains accurate and up-to-date documentation which includes policies and procedures governing the identification of new roadways, including the location referencing system. RIMS have a documented procedure for updating the roadway

inventory, archiving, and accessing historical roadway inventory data, error checking, and matching of traffic and crash data with relevant roadway data.
RIMS process is automated including an Electronic Pavement Inspection program that runs on Window Surface Tablet. The electronic processes are well documented. In addition to primary business rules, the DPW also maintains security protocols governing access to, modification of, and release of roadway system data. Specific roles and responsibilities are also defined in the documentation. Creating, updating, and using roadway information for safety analysis are well documented.

RIMS procedures/ process flows will be review for improvement to further reflect best practices identified in the Traffic Records Program Assessment Advisory

Recommendation

- Improve the interfaces with the Roadway data system that reflect best practices identified in the Traffic Records Program Assessment Advisory.

Plan of Action

RIMS is currently interfaced with the crash data system. Other interfaces are currently under evaluation.

4.2.5 CITATION/ADJUDICATION SYSTEM COMPONENT

Recommendation

- Improve the description and contents of the Citation and Adjudication systems that reflect best practices identified in the Traffic Records Program Assessment Advisory.

Plan of Action

The CNMI field-tested Electronic Citation (ECitation) that automatically transmits traffic violation citation to the Court system. An interface through API was used for automatic insertion of the citation data into the Court system for a complete paperless activity.
The CNMI Citation and Adjudication system after completion could provide information about citations, arrests, and dispositions.

The CNMI Citation and Adjudication systems collect all the information relevant to traffic record-related citations in a central island-wide repository. Authorized users can analyze the information to improve and promote traffic safety. The information in the centralized system can support traffic safety analysis and help identify trends in citation issuance, prosecution, and case disposition.

ECitation and Adjudication systems data description and content is designed to reflect best practices identified in the Traffic Records Program Assessment Advisory.

Recommendation

- Improve the procedures/ process flows for the Citation and Adjudication systems that reflect best practices identified in the Traffic Records Program Assessment Advisory.

Plan of Action

The ECitation and Adjudication system track the citation from issuance by law enforcement officer to the offender, with the appropriate charge and to the Court. The unique citation is then adjudicated, and the disposition of the associated charge is entered into the driver and/or vehicle systems.

Responsibility for each part of this process is assigned to the appropriate agency.

The CNMI will ensure that the procedures/process flows for the Citation and Adjudication systems in development will reflect best practices identified in the Traffic Records Program Assessment Advisory

Recommendation

- Improve the interfaces with the Citation and Adjudication systems that reflect best practices identified in the Traffic Records Program Assessment Advisory.

Plan of Action

The ECitation system fully interfaces with the Court system for adjudication.

The project ensures that the interfaces reflect best practices identified in the Traffic Records Program Assessment Advisory.

Recommendation

- Improve the data quality control program for the Citation and Adjudication systems that reflects best practices identified in the Traffic Records Program Assessment Advisory.

Plan of Action

ECitation and interface to the Court Adjudication systems has a formal data quality assurance module. Both systems have a formal, comprehensive data quality management program with quality control protocols that cover each component's critical data flows and business practices.

The quality of the citation and adjudication systems data are enhanced with automated error and edit checks as the data is entered into the systems. Procedures for addressing detected errors is also maintained and followed.

The TRCC will ensure that the systems have a data quality control program that reflects best practices identified in the Traffic Records Program Assessment Advisory.

4.2.6 EMS/INJURY SURVEILLANCE SYSTEM COMPONENT

Recommendation

- Improve the applicable guidelines of the Injury Surveillance systems that reflect best practices identified in the Traffic Records Program Assessment Advisory.

Plan of Action

The CNMI has an Electronic EMS system, and all EMS runs are collected and stored in a centralized database. There is currently no Injury Surveillance System in the CNMI.

The Injury Surveillance System is one of the initiatives under the Commonwealth Island-wide Traffic Safety Information System program. The TRCC will ensure that the Injury Surveillance systems guidelines reflect best practices identified in the Traffic Records Program Assessment Advisory.

Recommendation

- Improve the interfaces with the Injury Surveillance systems that reflect best practices identified in the Traffic Records Program Assessment Advisory.

Plan of Action

The CNMI TRCC will ensure that the new injury surveillance system's interface linkages focus on the relationships within the system that enhance the continuity of patient care, support system enhancements, and strengthen the system's critical business processes and reflect best practices identified in the Traffic Records Program Assessment Advisory

Recommendation

- Improve the data quality control program for the Injury Surveillance systems that reflects best practices identified in the Traffic Records Program Assessment Advisory.

Plan of Action

Each component of the injury surveillance system will have a formal, comprehensive quality management process that includes quality control metrics and quality control reports tailored to their various users (data system managers, collectors, TRCC members, general users, etc.).

The program will ensure that data in the injury surveillance system is timely, accurate, uniform, complete, integrated, and accessible.

The TRCC will ensure that the new injury surveillance system has a data quality control program that reflects best practices identified in the Traffic Records Program Assessment Advisory

Recommendation

- Improve the data dictionary for the Injury Surveillance systems that reflect best practices identified in the Traffic Records Program Assessment Advisory.

Plan of Action
The CNMI TRCC will ensure that the Injury Surveillance System data dictionary reflect best practices identified in the Traffic Records Program Assessment Advisory during its development.

5.0 MEASURABLE PROGRESS

Performance Measure

The CNMI Traffic Records Coordinating Committee (TRCC), with the full support of the Traffic Records Executive Committee (TREC) continued to manage and supervise projects funded under the Section 405(c) Grant. With the funding received in FFY2021 the traffic records improvement initiatives focused on improvements to the crash system Timeliness and Accuracy.

1) Crash Timelines – Decrease the number of days between crash occurrences to when the data available in the State Central Database for analysis and report.

2) Crash Accuracy – Improve Crash Accuracy. The percentage of crash records with no errors in critical data elements (that passed validations)

5.1 CNMI-CR-001- Crash Timeliness

The CNMI Department of Public Safety institutes the use of the Crash Reporting System department wide. Crash reporting for the CNMI is now 100% submitted electronically to the Centralized Crash Database. Crash timeliness continued to improve. The average number of days from crash occurrence to the entry of the crash report into the centralized database decreased from 4:17:53:00 (Days: Hours: Minutes: Seconds) to 3:14:00:49 (Days: Hours: Minutes: Seconds). 15.93% improvement

Performance Measure Based on C -T-1- Model (Timeliness)

Performance Area: **CNMI-CR-001 Timeliness – C-T-1**

Summary of Deficiency: Time delay between crash events and when the data is available for use.

Measurement: The median number of days from the crash date to the date the crash report is entered into the centralized database

CNMI methods for calculation is the total number of days and hours from crash occurrence to crash report entry to the database for analysis and reporting (summed across all the reports).

	Start Date	End Date
Baseline	4/1/21	3/31/22
Target	4/1/22	3/31/23

Crash Timeliness

Average number of days from the occurrence of a crash to the entry of the crash report into the centralized database.

	04/01/2021-03/31/2022	04/01/2022-03/31/2023	Change
Total number of crashes	995	1016	2.11%
Summation of time required for all reports to reach the database (Seconds)	407930237	350168818	-14.16%
Summation of time required for all reports to reach the database (Seconds)	4721:09:57:17	4473:06:00:18	
Average time per report (Seconds)	409980.1377	344654.3484	-15.93%
Average time per report (Days: Hours: Minutes: Seconds)	4:17:53:00	3:14:00:49	
Improvement (Reduction)		15.93%	

Crash Timeliness Improved from 4:17:53:00 *to* 3:14:00:49=***15.93% reduction*** *in the amount of Day: Hours: Minutes: Seconds from Crash Occurrence to available in Central for analysis and reporting.*

5.2 CNMI-CA-001- Crash Accuracy

Performance Measure Based on C-A-1- Model (Accuracy)

CNMI Electronic Crash Reporting System accuracy improved during this period as data edits, audit and validations occurs during data collection.

Performance Area: **CNMI-CR-002 Accuracy - C-A-1**

Summary of Deficiency: Submitted crash data is mostly accurate except for location and incorrectly completed data fields.

Measurement: % of Crash Records with no errors in Critical data elements (that passed all Validations).

C-A-1- Crash Accuracy – The percentage of crash records with no errors in critical data elements (that passed validations) improved by 0.09%

CNMI methods for calculation is the total number of crash records that passed all the critical data elements data validations.

	Start Date	End Date
Baseline	4/1/21	3/31/22
Target	4/1/22	3/31/23

Percent (%) of Crashes with Geo-coded data.

Total number of Crashes	995	1016	2.11%
Total Number of crashes with geo-coded data	906	926	2.21%
Percent with geo-coded data	91.06%	91.14%	0.09%
Improvement (Reduction)		0.09%	

Crash Accuracy Improved from 91.06% to 91.4% =0.09% reduction in the amount of critical data elements missing from the Central Database for analysis.

Crash Reports Audit Statistics - Commonwealth of Northern Mariana Islands

Select Action

○ Run New Audit ◉ View Existing Audit Results
○ Run Timeliness Report ○ View Timeliness Report

Select Report: 1 -- 4/1/2021 To 3/31/2022

Audit Results

Total No. of Reports :	995
No. of Passed Reports :	906
No. of Failed Reports :	89
Audit Pass Percentage(%) :	91.06%
Avg. No. of Incomplete Fields :	4.3

Top 5 Column Names that failed most

1. FirstName
2. LastName
3. PersonType
4. UnitType
5. PostedSpeedLimitValue

Crash Reports Audit Statistics - Commonwealth of Northern Mariana Islands

Select Action

○ Run New Audit ◉ View Existing Audit Results
○ Run Timeliness Report ○ View Timeliness Report

Select Report: 2 -- 4/1/2022 To 3/31/2023

Audit Results

Total No. of Reports :	1016
No. of Passed Reports :	926
No. of Failed Reports :	90
Audit Pass Percentage(%) :	91.14%
Avg. No. of Incomplete Fields :	4.86

Top 5 Column Names that failed most

1. ContributingCircumstancesRoad1
2. FirstName
3. LastName
4. PersonType
5. UnitType

6.0 STATE HIGHWAY DATA AND TRAFFIC RECORDS ASSESSMENT DATE

February 8, 2019

7.0 TRAFFIC RECORDS SYSTEM FY 2024 PROJECT PLAN

The CNMI Traffic Records Coordinating Committee reviewed each system's deficiencies and developed goals, objectives, and projects to address the deficiencies as they relate to the goal of the traffic records system in the commonwealth.

The CNMI Plan of Action addresses the traffic safety community needs for traffic safety information that is timely, accurate, complete, uniform, integrated, and accessible. The traffic safety community includes Department of Public Safety, Department of Public Works, Department of Fire & Emergency Medical Services, Judiciary, and Attorney General Office.

FY 2024 Projects Summary Section 405(c) Funding

The table below provides a summary for each of the projects that are being proposed for funding under the **FY2024** "Section 405 (c) Grant". A detailed description of each project is provided in this section of the application.

Project Title	Project Description	Funding 2024 Grant
ITSIS Maintenance & Support/Upgrades	Island-wide Traffic Safety Information System Maintenance, Support (Crash, ECitation, OSCAR & RAMP)	$45,000.00
ECitation Upgrade & Enhancements	Implement Verification and Validation rules, update violation codes, upgrade data transmission protocols and notification. Upgrade ECitation Central Database	$50,000.00

Court System Interface for ECitation	Design and develop the appropriate API for transmitting ECitation Central to the Court Judicial System	**$45,000.00**
Roadway Information Management System Upgrade/Enhancements/Update	Roadway Information Management System (RIMS) Maintenance/Update – Identify and collect new roadway assets that were deployed after RIMS implementation	**$150,000.00**
Dashboard for Data Analysis & Reporting	Design and develop a data analysis and reporting dashboard for the ITSIS. The tool will provide integration capability for Crash and ECitation data.	**$50,000.00**
FY2024 BUDGET		**$340,000.00**

7.1 Island-Wide Traffic Safety Information System (ITSIS)

On-Going

State: *CNMI*	Plan Year: *2024*	Revision Date: *07/8/23*
Submitted By: *Leonardo Duenas (for TRCC)*	Email: ltduenas@dps.gov.mp	

Article I. Deficiencies:

The legislation requires that States list their system deficiencies and how those deficiencies were determined:

Deficiency ID: (For ease of reference, provide each deficiency with an identifier of up to 10 characters – no spaces) CNMI_CA_001; CNMI_CA_002; CNMI_CA_004; CNMI_CR_001 – 006; CNMI_EMS_001 – 005; CNMI_RW_001 - 006

Deficiency Description: (This section contains a brief statement of the deficiency.)

Crash Reporting System

- Improve the applicable guidelines for the Crash data system to reflect best practices identified in the Traffic Records Program Assessment Advisory.
- Improve the data dictionary for the Crash data system to reflect best practices identified in the Traffic Records Program Assessment Advisory.
- Improve the interfaces with the Crash data system to reflect best practices identified in the Traffic Records Program Assessment Advisory.

Citation/Adjudication Recommendations

- Improve the procedures/process flows for the Citation and Adjudication systems that reflect best practices identified in the Traffic Records Program Assessment Advisory.
- Improve the interfaces with the Citation and Adjudication systems that reflect best practices identified in the Traffic Records Program Assessment Advisory.
- Improve the data quality control program for the Citation and Adjudication systems that reflects best practices identified in the Traffic Records Program Assessment Advisory.

Core System: (What core system is referred to by this deficiency? Check One)

- ☒ Crash
- Driver License / History
- Injury Surveillance / EMS
- Roadway
- ☒ Citation / Adjudication
- ☐ Vehicle Registration

Performance Area: (What performance area is referred to by this deficiency? Check one)

- ☒ Accuracy
- ☒ Completeness
- ☐ Integration
- ☒ Timeliness
- ☐ Uniformity
- ☒ Accessibility

Source if Deficiency: (How was the deficiency identified? i.e.: TR Assessment, FMCSA Data Quality Audit, and TRCC Input)

A Traffic Records Assessment was conducted for the Commonwealth of the Northern Mariana Islands (CNMI) between November 9, 2018, and February 19, 2019, by the NTHSA Go Team

State: *CNMI*	Plan Year: *2024*	Revision Date: *07/08/23*
Submitted By: *Leonardo Duenas*	Email: lduenas@dps.gov.mp	

Article II. Performance Measures & Goals:

Legislation and the Federal Register call for States to identify performance measures and goals as a basis for demonstrating progress. You may use the following template to record your Performance Measures and Goals.

Measure ID: (For ease of reference, provide each performance measure / goal statement with an identifier of up to 10 characters – no spaces)

CNMI_CA_001_P

Core System: (What core system will be affected by this measure? Check One)

- ☒ Crash
- ☐ Driver License / History
- ☐ Injury Surveillance / EMS
- ☐ Roadway
- ☒ Citation / Adjudication
- ☐ Vehicle Registration

Performance Area: (What performance area will be affected by this measure? Check one)

- ☒ Accuracy
- ☒ Completeness
- ☒ Integration
- ☒ Timeliness
- ☒ Uniformity
- ☒ Accessibility

Direction: (What direction will the measure move to demonstrate a success? Check one)

- ☒ Increase
- ☐ Decrease

What will be measured? (This section contains a brief statement of what will be measured.)

1. Time required for collecting, processing, and generating traffic safety reports.
2. Completeness and accuracy of traffic data reports.
3. Time required for disseminating traffic safety reports to qualified requestors.
4. Time required for generating quality crash analysis.
5. Completeness and accuracy of crash analysis and locations
6. Level of accessibility to traffic safety data and reports.

How Will It Be Measured? (This section contains a brief statement of how the measurement will be determined?)

1. Time periods from crash date/time to completion of crash report will be compared to those on the current system. This can often be measured in days on the current system.
2. Completeness and accuracy of data collected on the replacement crash system will be compared to that on the current system, which does not capture many pertinent crash data items and misreports others.
3. Crash report preparation times on the replacement system will be compared to those on the current system, which can often be measured in days.
4. Completeness of crash reports generated on the replacement system will be compared to the current system, which does not collect many pertinent crash data items.
5. Accuracy of crash reports generated on the replacement system will be measured against those manually prepared from data on the current system. See item 3 above.
6. Accessibility to crash reports generated on the replacement crash system will be compared to that on the current system, which requires requested reports to be individually delivered physically or electronically to qualified requestors.
7. Timeliness of citation to adjudication
8. Integration criminal data with traffic data for developing countermeasures.
9. Interface to the Court System and AG's Office

10. Integration with Roadway Data
11. Interface to Driver and Vehicle Data

Goals by Year: (Provide annual values for the baseline and goal levels of the measure for each program year, in terms of its value in June of the given year.)

GOAL: Value as of:	***Increase in Time Savings***
June 2018	***90%***
June 2019	***95%***
June 2020	***95%***
June 2021	***98%***
June 2022	***98%***

Status by Year: (When the State provides FINAL VALUES for this performance measure as part of their annual progress report, they may choose to add the following information. Annual values for the baseline and goal levels of the measure for each program year, in terms of its value in June of the given year.)

FINAL **(this year – prior year)**

Value as of	%	Change	%
June 2018	**85%**	**Change from 2017**	***5%***
June 2019	**90%**	**Change from 2018**	***5%***
June 2020	**95%**	**Change from 2019**	***5%***
June 2021	**98%**	**Change from 2019**	***3%***
June 2022	**98%**	**Change from 2019**	***3%***

State: *CNMI*	Plan Year: *2024*	Revision Date: *07/08/23*
Submitted By: *Leonardo Duenas*	Email: lduenas@dps.gov.mp	

Article III. Projects:

The following project description format is SUGGESTED, but not required for use by the State. This sample includes information on all projects that impact directly upon

system deficiencies and, therefore, system level performance measures, or which will involve USDOT funding (FHWA, FMCSA or NHTSA), in whole or in part. Exceptions and comments are noted in italics.

Project ID: (For ease of reference, provide each Project with an identifier of up to 10 characters – no spaces)

CNMI_ITSIS_003

Project Title: (This section contains a working title for the Project.)

Highway Safety Systems Integration, Data Analysis Tools, Ad Hoc and Map-Based Reports, and Data Warehouse

Lead Agency: (Name of the Agency that is primarily responsible for the Project.)

Office of Highway Safety

Project Director / Primary Contact: (Person who is responsible for reporting Project Status.)

While not required, project director / contact information will assist the State Safety Data Coordinator in knowing who to contact for project progress information and will provide project-specific contact information for the NHTSA Safety Data Improvement Program Project Clearinghouse web site. Lacking a project-specific contact, the Clearinghouse will list the State Safety Data Coordinator as the Contact.

Name: Leonardo Duenas
Title: Coordinator
Agency: CNMI Highway Safety Office
Address: Jose M. Sablan Building, Civic Center Susupe
City, ZIP: Saipan, MP 96950
Phone: 670-664-9121
Email: ltduenas@dps.gov.mp

Partner Agencies: (Name of the Agencies that are partners with the Lead Agency in the implementation of the project.)

Partner agencies may not be relevant to most projects, but if included, this helps document that more than one agency is responsible for the implementation and ultimate success of the project.
Department of Public Safety; Highway Safety Office; Bureau of Motor Vehicle; Superior Court; Department of Fire & EMS; DPW

Core System & Performance Area:

What Core System(s) and Performance Area(s) will be affected by this project? ***Check All that Apply.***

Performance Area / Core System	Accuracy	Completeness	Integration	Timeliness	Uniformity	Accessibility
Crash						
Driver License / History						
Injury Surveillance / EMS						
Roadway						
Citation / Adjudication						
Vehicle Registration						

Project Description: (*This section provides a brief overview of what the project will entail.*)

The Island-wide Traffic Safety Information System (ITSIS) comprise of the following systems:

- Electronic Citation System
- Electronic Crash Reporting System,
- Online System for Crash Analysis & Reporting (OSCAR),
- Report Amendment and Modification Program (RAMP), and

The project is to provide system maintenance, upgrades/enhancements, and technical support of the ITSIS. This work is necessary to keep the ITSIS current, to provide improvements and repairs as needed, and to supply technical support to the Highway Safety Office and law enforcement personnel.
The technical support task is to ensure that the ITSIS is functioning properly, and data is successfully transmitted and integrated properly into the ITSIS databases.

The Help Desk/System Maintenance tasks will involve periodic updates to all the installed programs, the upgrading of applications, and responding to requests for assistance with ITSIS database queries. Also includes general assistance with the OSCAR module.

Included under in this project as well is answering of system user's emails, monitoring the systems support website, and providing additional on-site training as necessary.

Upgrade the ITSIS to new technology and the enhancements and modifications of all currently deployed applications to function with the new technology.

Basis for Project: (*Provide the deficiencies that will be addressed by this project.* If you like, you can list the Deficiency ID's that are being addressed.)
Data Integration, Sharing, and Usage

Expected Impact: (*Indicate what impact you expect from this Project. This may be done by listing the Performance Measure ID's that are likely to be impacted by the Project.*)
Improve data sharing and usage.

Project Priority: (*This section describes the classification of Project Priority. States may use any prioritization that they choose such as short, medium, and long range; low, medium high priority, or a specific rank order.)*

High

Projected Budget by Funding Source:

Ideally, States should provide funding source and projected budgets by year for any projects that directly impact system performance goals or draw upon USDOT funding sources. This will help establish future year funding estimates for the Section 405 (c) and other USDOT funded programs. (Show estimated thousands of dollars by Section 405 (c) grant year)

Funding Source	2021	2022	2023	2024
Section 405 (c)	$0.00	$0.00	$30,000.00	$45,000.00

Project Milestones: (*This section lists the Milestones that will be used to show that the effort is on schedule.*)
Milestones are not required, but by providing them a state can establish a means of demonstrating that the project is on schedule.

Milestones	Projected Completion Date	Actual Completion Date
System Enhancements & Modifications	On-going	
System Support	On-going	
OSCAR Upgrade	On-Hold	

(NOTE: When providing information for your annual progress report the State may add another column that is the "Actual Completion Date" and fill in those values for milestones that have been completed.)

Project Status: (*This section provides a basic category for the status of the project as of the submission date.)*

☐ **Unknown** (Status not currently assigned)
☐ **Proposed** (Project is proposed but has not been funded and / or approved)

- ☐ **Planned** (Project is approved, but has not yet started)
- ☐ **Start-Up** (Project is in organizational or administrative start-up – e.g., waiting for staffing)
- ☒ **Active** (Project is under way)
- ☐ **Completed** (Project has been completed)
- ☐ **Cancelled** (Project was cancelled)
- ☐ **On Hold** (Project is temporarily on hold)
- ☐ **Postponed** (Project has been postponed, or tabled at this time)

7.2 ECitation Program Interface to the Court System

State: *CNMI*	Plan Year: *2024*	Revision Date: *07/08/23*
Submitted By:		Email:

Article I. Deficiencies:

The legislation requires that States list their system deficiencies and how those deficiencies were determined:

Deficiency ID: (For ease of reference, provide each deficiency with an identifier of up to 10 characters – no spaces) CNMI_CA_001- 006/CNMI_CR_001-006

Deficiency Description: (This section contains a brief statement of the deficiency.)

The CNMI Court has adopted a new system and stopped the use of the JustWare system. The ECitation interface in use by the CNMI Department of Public Safety currently works with the JustWare system and will need to be rewritten or developed for the new Court system.

Core System: (What core system is referred to by this deficiency? Check One)

- ☐ Crash
- ☐ Driver License / History
- ☐ Injury Surveillance / EMS
- ☐ Roadway
- ☒ Citation / Adjudication
- ☐ Vehicle Registration

Performance Area: **(What performance area is referred to by this deficiency? Check one)**

- ☒ Accuracy
- ☒ Completeness
- ☐ Integration
- ☒ Timeliness
- ☐ Uniformity
- ☒ Accessibility

Source if Deficiency: (How was the deficiency identified? i.e.: TR Assessment, FMCSA Data Quality Audit, and TRCC Input)

Traffic Records Assessment documented in the Traffic Records System Strategic Plan plus recommendations and input provided by members of the TRCC.

State: *CNMI*	Plan Year: *2024*	Revision Date: *07/08/23*
Submitted By:		Email:

Article II. Performance Measures & Goals:

Legislation and the Federal Register call for States to identify performance measures and goals as a basis for demonstrating progress. You may use the following template to record your Performance Measures and Goals.

Measure ID: **(For ease of reference, provide each performance measure / goal statement with an identifier of up to 10 characters – no spaces)**

CNMI_CA_001_P

Core System: **(What core system will be affected by this measure? Check One)**

- ☐ Crash
- ☐ Driver License / History
- ☐ Injury Surveillance / EMS
- ☐ Roadway
- ☒ Citation / Adjudication
- ☐ Vehicle Registration

Performance Area: **(What performance area will be affected by this measure? Check one)**

- ☒ Accuracy
- ☒ Completeness
- ☐ Integration
- ☒ Timeliness
- ☐ Uniformity
- ☒ Accessibility

Direction: **(What direction will the measure move to demonstrate a success? Check one)**

- ☒ Increase
- ☐ Decrease

What Will Be Measured: **(This section contains a brief statement of what will be measured.)**

Timely and accurate submission of all issued traffic citations for adjudication and easy accessibility of issued traffic citations by involved agencies.

Total number of various types of traffic law violations, age, nationality, gender, location, time etc.

How Will It Be Measured: **(This section contains a brief statement of how the measurement will be determined.)**

Timelines - Days between ticket issuance and adjudicated.

Data integrity and accuracy will be measured against the current paper driven system.

Citations will be issued electronically, and court date will be automatically calculated minimizing illegible or erroneous entries.

Citation information will be entered to the Court System through the Application Programming Interface (API) or through other electronic process as opposed to court clerk entering citation tickets data to the court system.

Citation will be made available through the Application Programming Interface (API) for Attorney General Office use.

Goals by Year: **(Provide annual values for the baseline and goal levels of the measure for each program year, in terms of its value in June of the given year.)**

GOAL: Value as of:	***Increase in Time Savings***
June 2017	***35 mins***
June 2018	***40 mins***
June 2019	***45 mins***
June 2020	***50 mins***
June 2021	***1hr***
June 2022	

Status by Year: (When the State provides FINAL VALUES for this performance measure as part of their annual progress report, they may choose to add the following information. Annual values for the baseline and goal levels of the measure for each program year, in terms of its value in June of the given year.)

FINAL

(this year – prior year)

Value as of	%	Change	%
June *2017*	**70%**	**Change from *2016***	***0***
June *2018*	**80%**	**Change from *2017***	***10%***
June *2019*	**90%**	**Change from *2018***	***10%***
June 2020	**95%**	**Change from 2019**	***5%***
June 2021	**98%**	**Change from 2020**	
June 2022	**0%**	**Change from 2021**	

State: *CNMI*	Plan Year: *2024*	Revision Date: *07/08/23*
Submitted By:		Email:

Article III. Projects:

The following project description format is SUGGESTED, but not required for use by the State. This sample includes information on all projects that impact directly upon system deficiencies and, therefore, system level performance measures, or which will involve USDOT□ funding (FHWA, FMCSA or NHTSA), in whole or in part. Exceptions and comments are noted in italics.

Project ID: (For ease of reference, provide each Project with an identifier of up to 10 characters – no spaces) DPS_H_19_001

Project Title: ECitation Program Interface to the Court System

Lead Agency: Department of Public Safety

Project Director / Primary Contact: (Person who is responsible for reporting Project Status.)

While not required, project director / contact information will assist the State Safety Data Coordinator in knowing who to contact for project progress information and will provide project-specific contact information for the NHTSA Safety Data Improvement Program Project Clearinghouse web site. Lacking a project-specific contact, the Clearinghouse will list the State Safety Data Coordinator as the Contact:
Name:
Title:
Agency:
Address:
City, ZIP:
Phone:
Email:

Partner Agencies: (Name of the Agencies that are partners with the Lead Agency in the implementation of the project.)

- CNMI Superior Court
- CNMI Attorney General Office

Partner agencies may not be relevant to most projects, but if included, this helps document that more than one agency is responsible for the implementation and ultimate success of the project.

Core System & Performance Area:

What Core System(s) and Performance Area(s) will be affected by this project?
Check All that Apply.

Core System \ Performance Area	Accuracy	Completeness	Integration	Timeliness	Uniformity	Accessibility
Crash	☒	☒	☒	☒	☐	☒
Driver License / History	☐	☐	☐	☐	☐	☐
Injury Surveillance / EMS	☐	☐	☐	☐	☐	☐
Roadway	☐	☐	☐	☐	☐	☐
Citation / Adjudication	☒	☒	☒	☒	☒	☒
Vehicle Registration	☐	☐	☐	☐	☐	☐

Project Description: (*This section provides a brief overview of what the project will entail.*)

Ledge Light Technologies, Inc. (LLT) will work closely with the Court to create a Microsoft Windows service application (the Service) to transmit electronic citations created by the Department of Public Safety (DPS). These citations will be transmitted to the Court's ECourt system. The software will be created using the Microsoft .NET framework.

The Service will perform the following tasks:

- Transmit printed citations from the Central Citation Repository to the ECourt system daily. The transmission will utilize Application Program Interface (API) using the access information provided by the Court.

- The Service will maintain a log of the citations it attempted to transmit to the API. The log will contain citation identification information, the resulting ECourt identification for the citation, and any errors associated with the transmission.
- The Service will provide an email notification containing the results of each transmission.

Basis for Project: (***Provide the deficiencies that will be addressed by this project.*** **If you like, you can list the Deficiency ID's that are being addressed.)**

1. It will save labor hours of agencies involved in inputting the traffic citations into their database.

2. It will eliminate the problem of untimely turning in of traffic citations for adjudication.

3. It will eliminate redundancy of inputting the same traffic citation data into the database system by agencies involved.

Integration – Information sharing between the Court, the Department of Public Safety, and the Office of the Attorney General, has been a long-awaited goal for the CNMI. The existing paper/manual citation system has inherent problems among all three agencies that render information sharing between the three nearly null of value because of the time lag involved. Electronic integration will immediately improve officer performance by providing real time data and improve adjudication ability to dispose of cases in a timely and efficient manner for the same reason.

Expected Impact: (***Indicate what impact you expect from this Project. This may be done by listing the Performance Measure ID's that are likely to be impacted by the Project.)***

☒ Increase

- Accuracy of data
- Completeness of reports
- Integration between traffic records system
- Timeliness of traffic data

☒ Decrease

Number of days from citation issuance to adjudication and disposition.

Project Priority: (***This section provides describes the classification of Project Priority. States may use any prioritization that they choose such as short, medium, and long range; low, medium high priority, or a specific rank order)***

High Priority

Projected Budget by Funding Source:

Ideally, States should provide funding source and projected budgets by year for any projects that directly impact system performance goals or draw upon USDOT funding sources. This will help establish future year funding estimates for the Section 405 (c) and other USDOT funded programs. (Show estimated thousands of dollars by Section 405 (c) grant year.)

Funding Source	2020	2021	2022	2023	2024
Section 405 (c)	$0.00	$0.00	$0.00	$0.00	$45,000.00

Project Milestones: (***This section lists the Milestones that will be used to show that the effort is on schedule.***)

Milestones are not required, but by providing them a state can establish a means of demonstrating that the project is on schedule.

Milestones	Projected Completion Date	Actual Completion Date
Interface Requirement Analysis	**10/2023**	
API Design and Development	**12/2023**	
Field Testing	**12/2023**	
Deployment	**01/2024**	

(NOTE: When providing information for your annual progress report the State may add another column that is the "Actual Completion Date" and fill in those values for milestones that have been completed.)

Project Status: (*This section provides a basic category for the status of the project as of the submission date.)*

☐ **Unknown** (Status not currently assigned)

☒	**Proposed**	Project is proposed but has not been funded and / or approved)
☐	**Planned**	(Project is approved, but has not yet started)
☐	**Start-Up**	(Project is in organizational or administrative start-up e.g., waiting for staffing)
☐	**Active**	(Project is under way)
☐	**Completed**	(Project has been completed)
☐	**Cancelled**	(Project was cancelled)
☐	**On Hold**	(Project is temporarily on hold)
☐	**Postponed**	(Project has been postponed, or tabled at this time)

7.2 Roadway Information Management System (RIMS) Update/Enhancement

State: *CNMI*	Plan Year: 2024	Revision Date: 07/08/23
Submitted By:	Email:	

Article I. Deficiencies:

The legislation requires that States list their system deficiencies and how those deficiencies were determined:

Deficiency ID: **(For ease of reference, provide each deficiency with an identifier of up to 10 characters – no spaces)**

CNMI_RW_001

Deficiency Description: **(This section contains a brief statement of the deficiency.)**

Update the Roadway Inventory and Information Management System; new roadway constructions need to be added to the network to update existing map and therefore improve location accuracy.

Core System: (What core system is referred to by this deficiency? Check One)

- ☐ Crash
- ☐ Driver License / History
- ☐ Injury Surveillance / EMS
- ☒ Roadway
- ☐ Citation / Adjudication
- ☐ Vehicle Registration

Performance Area: (What performance area is referred to by this deficiency? Check one)

- ☒ Accuracy
- ☒ Completeness
- ☒ Integration
- ☐ Timeliness
- ☒ Uniformity

☐ Accessibility

Source if Deficiency: (How was the deficiency identified? i.e.: TR Assessment, FMCSA Data Quality Audit, and TRCC Input)

Deficiency identified by end user. Major updates and access issues need to be addressed to further improve RIMS and the capability of utilizing the system. These last items should complete RIMS to be finally integrate into the Department of Public Works Roadways management, maintenance, and design plans.

State: *CNMI*	Plan Year: 2024	Revision Date: 07/08/23
Submitted By:	Email:	

Article II. Performance Measures & Goals:

Legislation and the Federal Register call for States to identify performance measures and goals as a basis for demonstrating progress. You may use the following template to record your Performance Measures and Goals.

Measure ID: **(For ease of reference, provide each performance measure / goal statement with an identifier of up to 10 characters – no spaces)**

CNMI_RW_001

Core System: (**What core system will be affected by this measure? Check One)**

- ☐ Crash
- ☐ Driver License / History
- ☐ Injury Surveillance / EMS
- ☒ Roadway
- ☐ Citation / Adjudication
- ☐ Vehicle Registration

Performance Area: **(What performance area will be affected by this measure? Check one)**

- ☒ Accuracy
- ☒ Completeness
- ☒ Integration
- ☐ Timeliness
- ☒ Uniformity
- ☒ Accessibility

Direction: **(What direction will the measure move to demonstrate a success? Check one)**

- ☒ Increase
- ☐ Decrease

What Will Be Measured: (This section contains a brief statement of what will be measured.)

DPW will measure the performance of the system on its use for identifying and analyzing high crash location and roadway hazards. The system will support a data driven roadway problem identification and the development of countermeasures.

Number of roadway mile inventoried and mapped on the Island base map to improve crash location accuracy.

How Will It Be Measured: (This section contains a brief statement of how the measurement will be determined?)

Number of locatable crashes and high crash location identification.

Goals by Year: (**Provide annual values for the baseline and goal levels of the measure for each program year, in terms of its value in June of the given year.)**

GOAL: Value as of:	***Increase in Time Savings***
June 2019	***0%***
June 2020	***0%***
June 2021	***0%***
June 2022	***0%***
June 2023	***0%***

Status by Year: (When the State provides FINAL VALUES for this performance measure as part of their annual progress report, they may choose to add the following information. Annual values for the baseline and goal levels of the measure for each program year, in terms of its value in June of the given year.)

FINAL (this year – prior year)

Value as of	%	Change	%
June *2019*	**90%**	**Change from *2018***	***5%***
June *2020*	**90%**	**Change from *2019***	***0%***

June *2021*		Change from *2020*	
June *2022*		Change from *2021*	
June 2023		Change from *2022*	

State: *CNMI*	Plan Year: 2024	Revision Date: 07/08/23
Submitted By:	Email:	

Article III. Projects:

State. This sample includes information on all projects that impact directly upon system deficiencies and, therefore, system level performance measures, or which will involve USDOT funding (FHWA, FMCSA or NHTSA), in whole or in part. Exceptions and comments are noted in italics.

Project ID: (For ease of reference, provide each Project with an identifier of up to 10 characters – no spaces) CNMI_08_RW_001_P

Project Title: (This section contains a working title for the Project.)

Roadway Information Management System (RIMS)

Lead Agency: (Name of the Agency that is primarily responsible for the Project.)

Department of Public Works

Project Director / Primary Contact: (Person who is responsible for reporting Project Status.)
While not required, project director / contact information will assist the State Safety Data Coordinator in knowing who to contact for project progress information and will provide project-specific contact information for the NHTSA Safety Data Improvement Program Project Clearinghouse web site. Lacking a project-specific contact, the Clearinghouse will list the State Safety Data Coordinator as the Contact.

Name:
Title:
Agency:
Address:
Phone:
Email:

Partner Agencies: **(Name of the Agencies that are partners with the Lead Agency in the implementation of the project.)** ***Partner agencies may not be relevant to most projects, but if included, this helps document that more than one agency is responsible for the implementation and ultimate success of the project.***
Department of Public Works

Core System & Performance Area:

What Core System(s) and Performance Area(s) will be affected by this project?
Check All that Apply.

Core System \ Performance Area	Accuracy	Completeness	Integration	Timeliness	Uniformity	Accessibility
Crash						
Driver License / History						
Injury Surveillance / EMS						
Roadway						
Citation / Adjudication						
Vehicle Registration						

Project Description: **(*This section provides a brief overview of what the project will entail.*)**

This project is to upgrade, enhanced and bring RIMS up to date. Nothing has been done to the system since deployed in 2013. New GPS equipment will also be needed in other to continue with geo coding new roadway assets for updating the RIMS database. The following is the list of tasks to be completed in this project:

Roadway Information Management System (RIMS) Update & Enhancements
Project Task
Task 1: System Design & Data Compilation
Project Initiation & Work Plan Review/Design
Legacy Data Compilation & Organization
GIS Centerline Configuration
Record Plan Georeferencing/Digitization
Task 1 Subtotal
Task 2: Hardware/Software Purchases
GPS Unit (Leica Unit with Accessories)
Tablet (iPad Pro)
AGOL Subscription
Cell Phones & Accessories
Miscellaneous (Shipping/Taxes)
Coordination, Oversight, Set-up & Training
Task 2 Subtotal
Task 3: Pavement Management Program (Roadbotics)
Data Capture Set-up & Training
Automated Pavement Management Inspections (RoadBotics Direct Cost)
Post Processing & QA/QC
Data Integration & Deliverables
Task 3 Subtotal
Task 4: Building Footprint Layer Creation
Set-up & Oversight
Building Polygon Digitization Using Available Orthophotography/Parcels
Task 4 Subtotal
OPTIONAL - New Aerial Fly Over (Near map Estimate Forthcoming)
Task 5: Asset Field Training & Support Services

General Training & Support Services
AGOL/Dashboard Training
ESRI Desktop Training
Field Data Collection of Assets (AGOL, Survey 123, etc.)
Task 5 Subtotal

Basis for Project: (Provide the deficiencies that will be addressed by this project. If you like, you can list the Deficiency ID's that are being addressed.)

Accuracy, for both crash systems as well as road features and asset locations.

Completeness, for finalizing RIMS its necessary updates to asset and user management to integrating it within the Department of Public Works. Integration, for training of end users of RIMS for a more effective use of RIMS for all related Public Works Divisions.

Expected Impact: ***(Indicate what impact you expect from this Project. This may be done by listing the Performance Measure ID's that are likely to be impacted by the Project.)***

Updated roadway map for crash location accuracy with a reliable and efficiency method for identifying crash location on the commonwealth roadway. Safety analyses on an Island-wide basis will be facilitated with the added GIS capabilities.

Project Priority: ***(This section provides describes the classification of Project Priority. States may use any prioritization that they choose such as short, medium, and long range; low, medium high priority, or a specific rank order.)***

High

Projected Budget by Funding Source:

Ideally, States should provide funding source and projected budgets by year for any projects that directly impact system performance goals or draw upon USDOT funding sources. This will help establish future year funding estimates for the Section 405 (c) and other USDOT funded programs. (Show estimated thousands of dollars by Section 405 (c) grant year.)

Funding Source	2020	2021	2024
Section 405 (c)	$0.00	$0.00	$150,000.00

Project Milestones: (***This section lists the Milestones that will be used to show that the effort is on schedule.***)

Milestones are not required, but by providing them a state can establish a means of demonstrating that the project is on schedule.

Milestones	Projected Completion Date	Actual Completion Date
Task 1 – Task 2	1Q – FY 2024	
Task 3	2Q – FY 2024	
Task 4	3Q – FY 2024	
Task 5	4Q – FY 2024	

(NOTE: When providing information for your annual progress report the State may add another column that is the "Actual Completion Date" and fill in those values for milestones that have been completed.)

Project Status: (*This section provides a basic category for the status of the project as of the submission date.)*

- ☐ **Unknown** (Status not currently assigned)
- ☒ **Proposed** (Project is proposed but has not been funded and / or approved)
- ☐ **Planned** (Project is approved, but has not yet started)
- ☐ **Start-Up** (Project is in organizational or administrative start-up – e.g., waiting for staffing)
- ☐ **Active** (Project is under way)
- ☐ **Completed** (Project has been completed)
- ☐ **Cancelled** (Project was cancelled)
- ☐ **On Hold** (Project is temporarily on hold)
- ☐ **Postponed** (Project has been postponed, or tabled at this time)

8.0 MAINTENANCE OF EFFORT CERTIFICATION

Section 405(c): State Traffic Safety Information System Improvement Grants

Fiscal Year: 2024

I hereby certify that, pursuant to Section 405(c), the Commonwealth of Northern Mariana Islands:

- Had an Assessment or Audit of the State's highway safety data and traffic records system, conducted or updated within the preceding 5 years.
- Has a highway safety data and traffic records coordinating committee (TRCC) that continues to operate and supports the Strategic Plan.
- Has adopted and is using the MMUCC and NEMSIS data elements, or that 405(c) grant funds it receives will be used toward adopting and using the maximum number of MMUCC and NEMSIS data elements as soon as practicable.

that the State will make available or provide to NHTSA:

- A Current Report or Annual Report demonstrating the State's measurable progress in implementing the Strategic Plan
- An Assessment or Audit of the State's highway safety data and traffic records systems conducted or updated within the preceding 5 years.
- To the extent that the TRCC charter or membership has changed since the State's previous 405(c) application, an updated charter or membership list.

that, if awarded Section 405(c) grant funds, the State will:

- Use the funds only to evaluate, improve and link its highway safety data and traffic records systems, in accordance with the eligible uses detailed in 23 U.S.C. 405(c)
- Administer the 405(c) grant funds in accordance with 23 CFR 1300.22
- Maintain its aggregate expenditures from all other sources for highway safety data programs at or above the average level of such expenditures maintained by the State in FY 2014 and FY 2015

Clement R. Bermudes, DPS Commissioner
Governor's Highway Safety Representative

07/28/23
Date