BOARD OF COMMISSIONERS
1200 N. TELEGRAPH ROAD, 12E, PONTIAC, MI 48341, COMMISSIONERS' AUDITORIUM

Board of Commissioners

Thursday, June 11, 2026 6:00 PM

David T. Woodward
Board Chair

Marcia Gershenson
Board Vice Chair

AGENDA

1. Call Meeting to Order
2. Roll Call
3. Invocation - Ann Erickson Gault
4. Pledge of Allegiance to the Flag
5. Approval of Minutes
   a. **dated May 21, 2026**
   Presenter: Lisa Brown
   Action Required: Approve
6. Approval of Agenda
7. Public Hearing - Fiscal Year 2026 Appropriation for Local Road Improvement Program - 6:00 p.m.
8. Presentations
   a. **Proclamation - Family Reunification and Preservation Day**
   Presenter: Penny Luebs
   Action Required: Receive and File
   b. **Board of Commissioners - Proclamation - Tracy Stolzenfeld**
   Item Category: Proclamation
   Presenter: David Woodward, Robert Hoffman
   c. **Presentation - Oakland Community Health Network Update**
   Presenter: Dana Lasenby, CEO
   Action Required: Receive and File
9. Communications
   a. **Grant Exception Letter dated June 11, 2026**
   Action Required: Receive and File
   b. **Appointment to SEMCOG's Finance and Budget Committee**
   Action Required: Receive and File
   c. **CE Appointments - Economic Development Corporation**
   Action Required: Confirm
10. Public Comment (three minutes max per speaker, related only to items on the agenda)

Reports of Standing Committees

Consent Agenda

11. Economic Development and Infrastructure Committee - Yolanda Smith Charles
    a. **Board of Commissioners - Fiscal Year 2026 Appropriation with the City of Rochester for Tri-Party Road Improvement Program – Project No. 58601**
       Item Category: Budget Amendment
    b. **Water Resources Commissioner - Authorize the Issuance of Bonds for the Pontiac Woodward Loop Sewage Disposal Improvement Project**
       Item Category: Bonds
    c. **Water Resources Commissioner - Grant Acceptance with U.S. Environmental Protection Agency for the RainSmart Rebates Program**
       Item Category: Grant
    d. **Board of Commissioners - Funding for In-Line Skating Rink at Harding Park with the City of Ferndale**
       Item Category: Resolution
    e. **Board of Commissioners - Fiscal Year 2026 Appropriation for Local Road Improvement Program**
       Item Category: Budget Amendment
12. Finance Committee - Gwen Markham
    a. **Board of Commissioners - Sponsorship of the Village of Wolverine Lake 39th Annual Fireworks Display**
       Item Category: Special Project
    b. **Fiscal Services - FY 2026 Second Quarter Financial Forecast and Budget Amendments**
       Item Category: Budget Amendment
    c. **Executive's Office - Reallocation of American Rescue Plan Act Local Fiscal Recovery Funds**
       Item Category: Budget Amendment
13. Legislative Affairs and Government Operations Committee - Brendan Johnson
    a. **Parks & Recreation - Interlocal Agreement with Bloomfield Hills Schools for Transition Services and Operational Continuity at Discovery Oaks and Bloomfield Oaks**
       Item Category: Contract
    b. **Parks & Recreation - Memorandum of Understanding with the Huron-Clinton Metropolitan Authority for the 2026 Water Safety and Swim Lesson Partnership**
       Item Category: Contract
    c. **Parks & Recreation - Grant Acceptance from the State of Michigan for the FY 2026 Great Lakes Management Grant Program**
       Item Category: Grant
    d. **Parks & Recreation - Grant Acceptance from the State of Michigan for the FY 2026 Invasive Species Grant Program**
       Item Category: Grant
14. Public Health and Safety Committee - Penny Luebs
    a. **Health & Human Services - Neighborhood and Housing Development - Grant Application to the Department of Housing and Urban Development for the**

Program Year 2026 Annual Action Plan
Item Category: Grant

b. **Circuit Court - Request to Create One (1) GF/GP FTE Office Support Clerk Senior for Personal Protection Order Office**
Item Category: Staffing Modification

c. **Health & Human Services - Neighborhood and Housing Development - Grant Acceptance from the Michigan State Housing Development Authority for the FY 2026 Enhancement Grant**
Item Category: Grant

d. **Health & Human Services - Health Division - Amendment #1 to the Oakland Schools FY 2025 Home Visitation Grant Program**
Item Category: Grant

e. **Health & Human Services - Health Division - Request for Staffing Modification within the Health Division for the Deletion of Seven (7) Special Revenue Positions**
Item Category: Staffing Modification

f. **Health & Human Services - Health Division - Amendment #4 to the FY 2026 Local Health Department Agreement from the Michigan Department of Health and Human Services**
Item Category: Grant

g. **Public Services - Pretrial & Justice Services - Grant Application to the Michigan Department of Corrections for the FY 2027 Community Corrections Comprehensive Plan Program**
Item Category: Grant

h. **Sheriff's Office - Memorandum of Understanding with the United States Capitol Police for Security Services for Members of Congress**
Item Category: Contract

i. **Sheriff's Office - Amendment #1 to the FY 2026 Emergency Response Support Program for the Rochester Hills Splash Pad Shooting from Oakland County Health Network**
Item Category: Grant

j. **Sheriff's Office - Amendment #3 to the Interlocal Agreement with Oakland Community Health Network for Jail Alliance with Support Program**
Item Category: Grant

Regular Agenda

15. Legislative Affairs and Government Operations Committee - Brendan Johnson

    a. **Board of Commissioners - Appointment to the Land Bank Authority**
    Item Category: Appointment

16. Economic Development and Infrastructure Committee - Yolanda Smith Charles

    a. **Water Resources Commissioner - Contract Amendment with Auger, Klein and Aller Architects**
    Item Category: Contract

17. New & Miscellaneous Business

    a. **Sponsorship of Disarmory Ministries Gun Buyback Events**
    Item Category: Special Project

Presenter: Marcia Gershenson
Action Required: Refer to Finance Committee

b. **Support for Royal Oak Township Civic Center Park Pavilion Emergency Structural Repairs - Requesting Immediate Consideration Under New Business**
Item Category: Special Project
Presenter: Ann K. Capela Township Manager Charter Township of Royal Oak
Action Required: Immediate Consideration Under New Business

c. **Support for Novi Youth Assistance Back-to-School Program**
Item Category: Special Project
Presenter: Gwen Markham
Action Required: Refer to Finance Committee

d. **Sponsorship of the 2026 Blues in the Streets Event in Downtown Pontiac**
Item Category: Committee Referral
Presenter: Rosa Randolph Program Director Pontiac Meals on Wheels Foundation
Action Required: Refer to Finance Committee

e. **Resolution Opposing Michigan Constitutional Amendment that Would Disenfranchise Oakland County Citizens**
Item Category: Resolution
Presenter: Yolanda Smith Charles
Action Required: Refer to Legislative Affairs & Government Operations Committee

18. Announcements
19. Public Comment (three minutes max per speaker, any topic)
20. Adjournment to July 16, 2026, or the Call of the Chair

PUBLIC ACCESS INFORMATION

View Meeting: https://bit.ly/WatchOCBoard

Updated Agenda: https://oaklandcomi.portal.civicclerk.com/

If you require special accommodations because of a disability, please contact the Board of Commissioners at (248) 858-0100 at least five (5) business days in advance of the meeting.

OAKLAND COUNTY MICHIGAN

BOARD OF COMMISSIONERS

1200 N. Telegraph Road, Bldg. 12 East, Pontiac, MI 48341

Board of Commissioners

David T. Woodward, Chair
May 21, 2026 at 9:30 AM

MINUTES

1. **Call Meeting to Order**
   Chair David T. Woodward called the meeting of the Board of Commissioners to order at 10:12 AM in the Commissioners' Auditorium 1200 N. Telegraph Road, 12E, Pontiac, MI 48341.

2. **Roll Call**
   MEMBERS PRESENT: Charles Cavell, Ann Erickson Gault, Michael Gingell, Marcia Gershenson, Robert Hoffman, Karen Joliat, Christine Long, Penny Luebs, Gwen Markham, William Miller III, Kristen Nelson, Angela Powell, Robert Smiley, Yolanda Smith Charles, Michael Spisz, Linnie Taylor, Philip Weipert, David Woodward (18)

   MEMBERS ABSENT WITH NOTICE: Brendan Johnson (1)

3. **Invocation - William Miller**

4. **Pledge of Allegiance to the Flag**

5. **Approval of Minutes**

   a. **Clerk/Register of Deeds - dated April 30, 2026**

      Board Action #2026-6599 _
      Penny Luebs moved **approval of the Minutes dated April 30, 2026, as presented**. Seconded by Philip Weipert.

      Motion Passed.

      A voice vote was conducted and a sufficient majority having voted in favor, the Minutes dated April 30, 2026, were approved, as presented.

6. **Approval of Agenda**

Michael Gingell moved **approval of the Agenda, as presented**. Seconded by Linnie Taylor.

A voice vote was conducted and a sufficient majority having voted in favor, the Agenda was approved, as presented.

7. Presentations

a. Board of Commissioners - Proclamation - 2026 National Gun Violence Awareness - Wear Orange Day

Board Action #2026-6602 _
Commissioner Marcia Gershenson addressed the Board and invited the Commissioners to join her in proclaiming June 5, 2026, as National Gun Violence Awareness Day in Oakland County, as well as joining with members of Moms Demand Action for Gun Sense in America. She invited the community to wear orange June 5–7, 2026, to raise awareness about this issue.

Diana Darland, member of the South Oakland County Chapter of Moms Demand Action, addressed the Board.

b. Board of Commissioners - Proclamation - Oakland County Health Division 100 Year Anniversary

Board Action #2026-6603 _
Commissioner Penny Luebs addressed the Board and invited the Commissioners to join her in presenting a proclamation honoring the Oakland County Health Division for its century of providing critical services and guidance to residents.

Leigh-Anne Stafford, Health & Human Services Director, addressed the Board.

c. Board of Commissioners - Presentation - Oakland Community College Update

Board Action #2026-6276 _
Chancellor Peter Provenzano, Jr., addressed the Board to give a presentation entitled: Oakland Community College Update, followed by a short Q & A session.

8. Communications

a. Board of Commissioners - Grant Exception Letter dated May 21, 2026

Board Action #2026-6621 _

Lisa Brown, Oakland County Clerk/Register of Deeds, addressed the Board to read a communication from Chair David Woodward notifying the Board that he has authorized the submission of the following grant applications:

Grant Name: FY 2025 Comprehensive Opioid, Stimulant, and Substance Use Site-Based Program
Department: Oakland County Sheriff's Office
Amount: $1,600,000
Grant Application Deadline: May 11, 2026

Grant Name: Byrne State Crisis Intervention Program
Department: Children's Village
Amount: $200,000
Grant Application Deadline: May 13, 2026

Grant Name: Clean Fuel & Charging Infrastructure (CFCI)
Department: Office of Sustainability
Amount: Minimum $400K up to $500K
Grant Application Deadline: May 15, 2026

Linnie Taylor moved to **receive and file the attached Presentations and Communications**. Seconded by Robert Smiley.

A voice vote was conducted and, with unanimous support, the Presentations and Communications were received and filed.

9. Public Comment

The following people addressed the Board during Public Comment #1: Taya Lyons, Ren Nushaj, Phillip Decker, Dan Bowe, Emily Busch, Laura Vogel, John Kulesz, Susan Warrow, Mike Flores, Diana Darland and Margarette Gupta.

Reports of Standing Committees

Consent Agenda

All items on the Consent Agenda **Passed.**

Michael Gingell moved to **recommend approval of the attached suggested resolutions on the Consent Agenda**. Seconded by Penny Luebs.

Discussion followed.

Motion Passed.

Vote Summary (17-1-0)
Yes: Ann Erickson Gault, Michael Gingell, Marcia Gershenson, Robert Hoffman, Karen Joliat, Christine Long, Penny Luebs, Gwen Markham, William Miller III, Kristen Nelson, Angela Powell, Robert Smiley, Yolanda Smith Charles, Michael Spisz, Linnie Taylor, Philip Weipert, David Woodward

No: Charles Cavell
Abstain: None

10. Economic Development and Infrastructure Committee - Yolanda Smith Charles

a. Board of Commissioners - Fiscal Year 2026 Appropriation with the City of Northville for Tri-Party Road Improvement Program – Project No. 57291

Board Action #2026-6381 _
Approve Project No. 57291 submitted by the City of Northville and authorize the transfer of Tri-Party Road Improvement Program funds in the amount of $149,957 from Non-Departmental Transfers appropriation (9090101); further, amend the FY 2026 budget as detailed in the attached Schedule A – Budget Amendment; further, request that the Oakland County Clerk forward copies of this resolution to the Road Commission for Oakland County, Oakland County Fiscal Services, and the Community.

b. Board of Commissioners - Fiscal Year 2026 Appropriation with the Charter Township of White Lake for Tri-Party Road Improvement Program – Project No. 58562

Board Action #2026-6486 _
Approve Project No. 58562 submitted by the Charter Township of White Lake and authorize the transfer of Tri-Party Road Improvement Program funds in the amount of $46,667 from Non-Departmental Transfers appropriation (9090101); further, amend the FY 2026 budget as detailed in the attached Schedule A – Budget Amendment; further, request that the Oakland County Clerk forward copies of this resolution to the Road Commission for Oakland County, Oakland County Fiscal Services, and the Community.

c. Board of Commissioners - Fiscal Year 2026 Appropriation with the Charter Township of Highland for Tri-Party Road Improvement Program – Project No. 58572

Board Action #2026-6525 _
Approve Project No. 58572 submitted by the Charter Township of Highland and authorize the transfer of Tri-Party Road Improvement Program funds in the amount of $38,241 from Non-Departmental Transfers appropriation (9090101); further, amend the FY 2026 budget as detailed in the attached Schedule A – Budget Amendment; further, request that the Oakland County Clerk forward copies of this resolution to the Road Commission for Oakland County, Oakland County Fiscal Services, and the Community.

d. Facilities Management - Purchase of 2110 Executive Hills Ct for Storage of the Oakland County Sheriff's Office

Board Action #2026-6550 _ 26-18
MR #26018
Adopt the attached Purchase of 2110 Executive Hills Ct for storage of the Oakland County Sheriff's Office.

e. Facilities Management - Amendment #2 to Lease Agreement with Rademacher Group One, LLC for the 52-2 District Court in Clarkston

Board Action #2026-6544 _ 26-19
MR #26019
Adopt the attached Amendment #2 to the Lease Agreement with Rademacher Group One, LLC for the 52-2 District Court in Clarkston.

f. Facilities Management - Purchase of 48150 Grand River Ave., Novi, MI for the Operations of the 52-1 District Court

Board Action #2026-6548 _ 26-20
MR #26020
Adopt the attached Purchase of 48150 Grand River Ave., Novi, MI for the Operations of the 52-1 District Court.

g. Facilities Management - Amendment #1 to Lease Agreement with Hispanic Autism Services of Michigan for 51111 Woodward in Pontiac

Board Action #2026-6552 _ 26-21
MR #26021
Adopt the attached Amendment #1 to Lease Agreement with Hispanic Autism Services of Michigan for 51111 Woodward in Pontiac.

h. Facilities Management - Amendment #1 to Lease Agreement with Oakland Literacy Council for 51111 Woodward in Pontiac

Board Action #2026-6558 _ 26-22
MR #26022
Adopt the attached Amendment #1 to the Lease Agreement with Oakland Literacy Council for 51111 Woodward in Pontiac.

i. Water Resources Commissioner - Authorizing the Issuance of Bonds for a Sewer Replacement Project within the City of Pontiac's Sewage Disposal System

Board Action #2026-6533 _ 26-23
MR# 26023
Adopt the attached Authorizing the Issuance of Bonds for a Sewer Replacement Project within the City of Pontiac's Sewage Disposal System.

j. Water Resources Commissioner - Authorizing the Issuance of Bonds for Lead Service Line Replacement within Pontiac's Water Distribution System

Board Action #2026-6547 _ 26-24
MR# 26024
Adopt the attached Authorizing the Issuance of Bonds for Lead Service Line Replacement within Pontiac's Water Distribution System.

k. Economic Development - Business Development - Abolish the Brownfield Redevelopment Plan for 1200 Auburn Road located in the City of Pontiac

Board Action #2026-6461 _
Abolish the Brownfield Redevelopment Plan for the 1200 Auburn Road project that was completed in the City of Pontiac.

l. Economic Development - Business Development - Abolish the Brownfield Redevelopment Plan for 149 E. 14 Mile Road located in the City of Clawson

Board Action #2026-6462 _
Abolish the Brownfield Redevelopment Plan for the 149 E. 14 Mile Road project that was completed in the City of Clawson.

m. Economic Development - Business Development - Terminate the Brownfield Redevelopment Plan for 204 W. New York located in the City of Pontiac

Board Action #2026-6534 _
Terminate the Brownfield Redevelopment Plan for the 204 W. New York project that was not completed in the City of Pontiac.

n. Economic Development - Oakland County Transit Division - 2026 Access to Transit Funding Adjustment for Waterford Township

Board Action #2026-6489 _
Approve the funding adjustment of 2026 Access to Transit Grant funds for Waterford Township's project from $371,875 to $422,445 as detailed in the attached Schedule B – Project Summaries and Total Grant Awards for an

amount not to exceed $1,159,550.

11. Finance Committee - Gwen Markham

a. Information Technology - 2026 Second Quarter Information Technology Development Report

Board Action #2026-6509 _
Approve the 2026 Second Quarter appropriation transfer as specified on the attached schedule and that the respective departmental Fiscal Year 2026 budgets are to be amended as specified in the attached detailed schedule.

b. Information Technology - Execution of Joint Funding Agreement with U.S. Geological Survey (USGS) for Acquisition of Light Detection and Ranging (LiDAR) Data

Board Action #2026-6512 _
Authorize and execute the attached Joint Funding Agreement (JFA) document related to the attached Scope of Work (SOW) on behalf of the County of Oakland, thereby committing the funding to the United States Geological Survey (USGS).

c. Purchasing - Contract Extensions Exceeding Five-Year Policy Limit with Meltwater News US Inc., Savant Learning Systems Inc., Shutterstock Inc., Skillsoft Corporation, Pierce Monroe & Associates LLC, Guidehouse Inc., and Robert W. Baird and Co. Incorporated

Board Action #2026-6584 _
Approve the contract exceptions submitted pursuant to Section 2400.6 of the Oakland County Purchasing Policy and authorize the extension of existing contracts beyond the five (5) year policy limit, including a twelve (12) month contract with Meltwater News US Inc. for the Department of Public Communications in the amount of $32,600; a three (3) year contract with Savant Learning Systems Inc. for the Oakland County Sheriff's Office in the amount of $105,024; a twelve (12) month contract with Shutterstock Inc. for the Department of Public Communications in the amount of $9,500; a one (1) year contract with Skillsoft Corporation for Human Resources in the amount of $9,389.24; a one (1) year contract with Pierce Monroe & Associates LLC for the County Executive in the amount of $90,000; a two (2) year contract with Guidehouse Inc. for Management & Budget in the amount of $275,000; and a two (2) year contract with Robert W. Baird and Co. Incorporated for the County Executive in the amount of $120,000.

d. Board of Commissioners - Sponsorship of Commerce Township Heart of the Lakes Festival

Board Action #2026-6337 _
Approve a one-time allotment of $5,000 from the FY 2026 Board of Commissioners' General Fund Sponsorship line-item budget to sponsor the 2026 Commerce Township Heart of the Lakes Festival. Further, authorize the Board Chair to execute any required agreements on behalf of Oakland County. Additionally, require that the recipient of the funds publicly promote the County's support and submit an impact report to the Board of Commissioners by the end of the calendar year, detailing the outcomes of the event, including the number of Oakland County residents served and supported by the initiative.

e. Board of Commissioners - Sponsorship of Commerce Township Concert in the Park Summer Series

Board Action #2026-6338 _
Approve a one-time allotment of $5,000 from the FY 2026 Board of Commissioners' General Fund Sponsorship line-item budget to sponsor the 2026 Commerce Township Concert in the Park Summer Series. Further, authorize the Board Chair to execute any required agreements on behalf of Oakland County. Additionally, require that the recipient of the funds publicly promote the County's support and submit an impact report to the Board of Commissioners by the end of the calendar year, detailing the outcomes of the event, including the number of Oakland County residents served and supported by the initiative.

f. Board of Commissioners - Sponsorship of Lyon Events Organization (LEO) International Kitefest

Board Action #2026-6553 _
Approve a one-time allotment of $5,000 from the FY 2026 Board of Commissioners' General Fund Sponsorship line-item budget to sponsor the Lyon Events Organization (LEO) International Kitefest. Further, authorize the Board Chair to execute any required agreements on behalf of Oakland County. Additionally, require that the recipient publicly promote the County's support as a primary Sponsor and submit an impact report to the Board of Commissioners by the end of the calendar year, detailing the outcomes of the concert series, including attendance, participation, and the number of Oakland County residents served.

g. Board of Commissioners - Sponsorship of Schools Offer Support (SOS) 7th Annual Strides for SOS 5k Race & Walk

Board Action #2026-6554 _

Approve a one-time allotment of $10,000 from the FY 2026 Board of Commissioners' General Fund Sponsorship line-item budget to sponsor the 2026 Schools Offer Support (SOS) 7th Annual Strides for SOS 5k Race & Walk. Further, authorize the Board Chair to execute any required agreements on behalf of Oakland County. Additionally, require that the recipient publicly promote the County's support as a Diamond Sponsor and submit an impact report to the Board of Commissioners by the end of the calendar year, detailing the outcomes of the concert series, including attendance, participation, and the number of Oakland County residents served.

h. Board of Commissioners - Sponsorship of the Orion Art Center 2026 Dragon on the Lake Festival

Board Action #2026-6555 _
Approve a one-time allotment of $5,000 from the FY 2026 Board of Commissioners' General Fund Sponsorship line-item budget to sponsor the Orion Art Center 2026 Dragon on the Lake Festival. Further, authorize the Board Chair to execute any required agreements on behalf of Oakland County. Additionally, require that the recipient publicly promote the County's support as a primary Sponsor and submit an impact report to the Board of Commissioners by the end of the calendar year, detailing the outcomes of the concert series, including attendance, participation, and the number of Oakland County residents served.

i. Board of Commissioners - Sponsorship of Oxford Township Parks & Recreation First Responder Appreciation Event

Board Action #2026-6556 _
Approve a one-time allotment of $5,000 from the FY 2026 Board of Commissioners' General Fund Sponsorship line-item budget to sponsor the Oxford Township Parks & Recreation 2026 First Responder Appreciation Event. Further, authorize the Board Chair to execute any required agreements on behalf of Oakland County. Additionally, require that the recipient publicly promote the County's support as a Primary Sponsor and submit an impact report to the Board of Commissioners by the end of the calendar year, detailing the outcomes of the concert series, including attendance, participation, and the number of Oakland County residents served.

j. Board of Commissioners - Sponsorship of Friends of Downtown Highland 2026 Red, White & Blues Festival

Board Action #2026-6557 _
Approve a one-time allotment of $5,000 from the FY 2026 Board of Commissioners' General Fund Sponsorship line-item budget to sponsor

the Friends of Downtown Highland 2026 Red, White & Blues Festival. Further, authorize the Board Chair to execute any required agreements on behalf of Oakland County. Additionally, require that the recipient publicly promote the County's support as a Presenting Sponsor and submit an impact report to the Board of Commissioners by the end of the calendar year, detailing the outcomes of the concert series, including attendance, participation, and the number of Oakland County residents served.

k. Board of Commissioners - Sponsorship of 34th Annual Milford Memories Summer Festival

Board Action #2026-6522 _
Approve a one-time allotment of $5,000 from the FY 2026 Board of Commissioners' General Fund Sponsorship line-item budget to sponsor the 34th Annual Milford Memories Summer Festival. Further, authorize the Board Chair to execute any required agreements on behalf of Oakland County. Additionally, require that the recipient publicly promote the County's support as a primary Sponsor and submit an impact report to the Board of Commissioners by the end of the calendar year, detailing the outcomes of the concert series, including attendance, participation, and the number of Oakland County residents served.

l. Board of Commissioners - Sponsorship of American Legion Post 14 Blues, Brews and Cruise Car Show

Board Action #2026-6523 _
Approve a one-time allotment of $2,500 from the FY 2026 Board of Commissioners' General Fund Sponsorship line-item budget to sponsor the American Legion Post 14 2026 Blues, Brews and Cruise Car Show. Further, authorize the Board Chair to execute any required agreements on behalf of Oakland County. Additionally, require that the recipient publicly promote the County's support as a primary Sponsor and submit an impact report to the Board of Commissioners by the end of the calendar year, detailing the outcomes of the concert series, including attendance, participation, and the number of Oakland County residents served.

m. Board of Commissioners - Support for the HIRE! Pontiac Pre-Engineering Summer Internship Program

Board Action #2026-6475 _
Approve a one-time allotment of $5,000 from the FY 2026 Board of Commissioners' General Fund Special Project line-item budget to support HIRE! Pontiac Pre-Engineering Summer Internship Program. Further, authorize the Board Chair to execute any required agreements on behalf of Oakland County. Additionally, require that the recipient publicly promote the County's support as a primary Sponsor and submit an impact report to

the Board of Commissioners by the end of the calendar year, detailing the outcomes of the concert series, including attendance, participation, and the number of Oakland County residents served.

n. Board of Commissioners - Sponsorship of 2026 Hazel Park Art Fair

Board Action #2026-6583 _
Approve a one-time allotment of $5,000 from the FY 2026 Board of Commissioners' General Fund Sponsorship line-item budget to sponsor the 2026 Hazel Park Art Fair. Further, authorize the Board Chair to execute any required agreements on behalf of Oakland County. Additionally, require that the recipient publicly promote the County's support as a primary Sponsor and submit an impact report to the Board of Commissioners by the end of the calendar year, detailing the outcomes of the concert series, including attendance, participation, and the number of Oakland County residents served.

o. Board of Commissioners - Sponsorship of 2026 Independence Township Fireworks at Independence Fest

Board Action #2026-6594 _
Approve a one-time allotment of $5,000 from the FY 2026 Board of Commissioners' General Fund Sponsorship line-item budget to sponsor the 2026 Independence Township fireworks display at Independence Fest. Further, authorize the Board Chair to execute any required agreements on behalf of Oakland County. Additionally, require that the recipient publicly promote the County's support as a primary Sponsor and submit an impact report to the Board of Commissioners by the end of the calendar year, detailing the outcomes of the concert series, including attendance, participation, and the number of Oakland County residents served.

p. Board of Commissioners - Sponsorship of 2026 Lathrup Village Music Festival

Board Action #2026-6595 _
Approve a one-time allotment of $5,000 from the FY 2026 Board of Commissioners' General Fund Sponsorship line-item budget to sponsor the 2026 Lathrup Village Music Festival. Further, authorize the Board Chair to execute any required agreements on behalf of Oakland County. Additionally, require that the recipient publicly promote the County's support as a primary Sponsor and submit an impact report to the Board of Commissioners by the end of the calendar year, detailing the outcomes of the concert series, including attendance, participation, and the number of Oakland County residents served.

12. Legislative Affairs and Government Operations Committee - Brendan Johnson

a. Human Resources - Implementing the Salary Administration Plan 2nd Quarterly Report for FY2026

Board Action #2026-6536 _

Adopt the implementation of the Salary Administration Plan 2nd Quarterly Report for FY 2026, effective May 30, 2026, further, to adopt classification changes according to the attached Schedule B; further, change the salary grade of classifications according to the attached Schedule C; further, reclassify positions according to the attached Schedule D; further, that the FY 2026-2028 Budget be amended as detailed in the attached Schedule A - Budget Amendment.

b. Board of Commissioners - Authorize Oakland County to Intervene in Proceedings before the Public Service Commission Regarding Proposed Rate Increases by DTE Electric Company

Board Action #2026-6607 _ 26-25
MR# 26025
Adopt the attached resolution Authorizing Oakland County to Intervene in Proceedings before the Public Service Commission Regarding Proposed Rate Increases by DTE Electric Company.

13. Public Health and Safety Committee - Penny Luebs

a. Emergency Management & Homeland Security - Interlocal Agreement with the Township of Milford for the Severe Weather System Siren Expansion

Board Action #2026-6502 _
Approve the interlocal agreement with the Township of Milford for the Severe Weather System Siren Expansion in the amount of $7,062.75; further, authorize the Chair of the Board of Commissioners to execute the agreement; further, amend the FY 2026 budget as detailed in the attached Schedule A.

b. Health & Human Services - Neighborhood and Housing Development - Grant Application to the Department of Housing and Urban Development for the 2025 Comprehensive Housing Counseling Grant Program

Board Action #2026-6518 _
Approve the grant application to the Department of Housing and Urban Development for the 2025 Comprehensive Housing Counseling Grant Program for the period of August 3, 2026, through March 31, 2027; further,

authorize the Chair of the Board of Commissioners to execute the grant agreement.

c. Health & Human Services - Neighborhood and Housing Development - Submission of the Five-Year Consolidated Plan for Program Years 2026–2030 to the United States Department of Housing and Urban Development

Board Action #2026-6573 _
Approve the submission of the Five-Year Consolidated Plan for Program Years 2026–2030 to the U.S. Department of Housing and Urban Development.

d. Health & Human Services - Health Division - Grant Acceptance from Metro Solutions for the FY 2026 Southeast Michigan Perinatal Quality Improvement Collaborative Subrecipient Grant

Board Action #2026-6410 _
Accept the grant funding from Metro Solutions for the FY 2026 Southeast Michigan Perinatal Quality Improvement Collaborative Subrecipient Grant in the amount of $50,000 through September 30, 2026; further, authorize the Chair of the Board of Commissioners to execute the grant agreement; further, amend the FY 2026 budget as detailed in the attached Schedule A.

e. Sheriff's Office - Grant Application to the U.S. Department of Justice, Bureau of Justice Assistance Programs for the FY 2025 De-Escalation and Crisis Response Training Program

Board Action #2026-6539 _
Approve the submission of the grant application to the U.S. Department of Justice, Bureau of Justice Assistance Programs for the FY 2025 De-Escalation and Crisis Response Training Program, in the amount of $678,142, after final review and approval by Corporation Counsel and Risk Management; further, authorize the Chair of the Board of Commissioners to execute the agreement.

f. Sheriff's Office - Grant Acceptance from the Michigan State Police for the 2026 Michigan Commission on Law Enforcement Standards Narcotics Teams & Task Force Grant Program

Board Action #2026-6524 _
Approve the grant funding from the Michigan State Police for the 2026 Michigan Commission on Law Enforcement Standards Narcotics Teams & Task Force Grant Program in the amount of $43,592, for the period January 1, 2026 through September 30, 2026; authorize the Chair of the Board of

Commissioners to execute the grant agreement; further, amend the FY 2026 budget as detailed in the attached Schedule A.

g. Sheriff's Office - Grant Acceptance from the U.S. Department of Justice for the FY 2025 DNA Capacity Enhancement and Backlog Reduction Program

Board Action #2026-6564 _
Approve the grant funding from the U.S. Department of Justice for the FY 2025 DNA Capacity Enhancement and Backlog Reduction Program in the amount of $420,000 for the period of October 1, 2025, through September 30, 2027; further, authorize the Chair of the Board of Commissioners to execute the attached agreement; further, amend the FY 2026 budget as detailed in the attached Schedule A.

h. Sheriff's Office - Amendment #6 to the Michigan Commission on Law Enforcement Standards Public Safety Academy Assistance Program for the January 2026 Academy

Board Action #2026-6529 _
Approve amendment #6 to the Michigan Commission on Law Enforcement Standards Public Safety Academy Assistance Program for the January 2026 Academy in the amount of $100,000; further, authorize the Chair of the Board of Commissioners to execute the agreement; further, amend the FY 2026 budget as detailed in the attached Schedule A.

i. Sheriff's Office - Acceptance of Donation from the Detroit Athletic Club Foundation for the Sheriff's Office Search and Rescue Team

Board Action #2026-6528 _
Accept the donation from the Detroit Athletic Club Foundation for the Sheriff's Office Search and Rescue Team for the following equipment: RKI Gas Monitors, three (3) Powerhawk Rescue Tool Battery Upgrade Kits, Paratech Rescue Equipment, Rescue Struts, two (2) SCOTT Confined Space Air Packs, and Confined Space Air Supply Equipment at an estimated value of $55,000.

j. Sheriff's Office - Interlocal Agreement with the City of Rochester Fire Department for Participation in the Oakland County Sheriff's Office Sheriff's Search and Rescue Team

Board Action #2026-6538 _
Approve the Interlocal Agreement with the City of Rochester Fire Department for participation in the Oakland County Sheriff's Office Sheriff's Search and Rescue Team; further, authorize the Chair of the

Board of Commissioners to execute the attached agreement.

Regular Agenda

14. Finance Committee - Gwen Markham

a. Purchasing - Single Source Procurements with Data Society, Revels Tractor and Turf, Motoport USA, Drone Tag, LENS Tracking Devices, iMs Trident, Motorola Solutions, and Data Sheet Solutions

Board Action #2026-6585 _
Gwen Markham moved to **receive and file the Contract Exception Report submitted pursuant to Sections 1200.1 and 2300.11 of the Oakland County Purchasing Policy, which includes single source contract exceptions consisting of a two (2) year contract with Data Society for Health & Human Services in the amount of $29,500; a purchase from Revels Tractor and Turf for Parks and Recreation in the amount of $23,926.41; a one (1) year contract with Motoport USA for the Sheriff's Office in the amount of $41,525.00; a three (3) year contract with Drone Tag for the Sheriff's Office in the amount of $9,000; a one (1) year contract with LENS Tracking Devices for the Sheriff's Office in the amount of $2,632.00; a three (3) year contract with iMs Trident for Information Technology in the amount of $49,000.00; a five (5) year contract with Motorola Solutions for the Sheriff's Office in the amount of $177,100; and a three (3) year contract with Data Sheet Solutions for County Executive Administration in the amount of $36,000.00.** Seconded by Angela Powell.

Discussion followed.

Motion Passed.

Vote Summary (13-5-0)
Yes: Michael Gingell, Marcia Gershenson, Robert Hoffman, Karen Joliat, Penny Luebs, Gwen Markham, William Miller III, Angela Powell, Robert Smiley, Yolanda Smith Charles, Michael Spisz, Linnie Taylor, David Woodward
No: Charles Cavell, Ann Erickson Gault, Christine Long, Kristen Nelson, Philip Weipert
Abstain: None

b. Management and Budget - 2026 Tax Rate Request - Millage Rates

Board Action #2026-6574 _
Gwen Markham moved to **authorize execution of the attached Michigan Department of Treasury Form L-4029 – 2026 Tax Rate Request by signature of the Chairperson of the Board of Commissioners.** Seconded by Yolanda Smith Charles.

Motion Passed.

Vote Summary (13-5-0)
Yes: Charles Cavell, Ann Erickson Gault, Michael Gingell, Marcia Gershenson, Penny Luebs, Gwen Markham, William Miller III, Kristen Nelson, Angela Powell, Yolanda Smith Charles, Linnie Taylor, Philip Weipert, David Woodward
No: Robert Hoffman, Karen Joliat, Christine Long, Robert Smiley, Michael Spisz
Abstain: None

15. Legislative Affairs and Government Operations Committee - Brendan Johnson

a. Board of Commissioners - Appointment to the Oakland Community Health Network

Board Action #2026-6531 _
Ann Erickson Gault moved to **appoint Christine Burk, as a General Public member, to the Oakland Community Health Network, to fill the vacancy for the remainder of the term ending March 31, 2029.** Seconded by Michael Gingell.

Motion Passed.

Vote Summary (16-2-0)
Yes: Charles Cavell, Ann Erickson Gault, Marcia Gershenson, Michael Gingell, Robert Hoffman, Karen Joliat, Penny Luebs, Gwen Markham, William Miller III, Angela Powell, Robert Smiley, Yolanda Smith Charles, Michael Spisz, Linnie Taylor, Philip Weipert, David Woodward
No: Christine Long, Kristen Nelson
Abstain: None

16. New & Miscellaneous Business

a. Board of Commissioners - Resolution Establishing a Countywide Unmanned Aircraft Systems Policy for Oakland County Departments, Offices, and County-Funded Operations

Board Action #2026-6600 _
The Chair referred the Board Action to the Public Health and Safety Committee. There were no objections.

b. Board of Commissioners - Creation of the Rental Stability and Recertification Pilot Program

Board Action #2026-6623 _

The Chair referred the Board Action to the Public Health and Safety Committee. There were no objections.

c. Board of Commissioners - Resolution Requesting an Independent Investigation by Outside Legal Counsel into Allegations of Oakland County Sheriff's Office Possible Assistance to U.S. Immigration and Custom Enforcement (ICE)

Board Action #2026-6624 _
The Chair referred the Board Action to the Public Health and Safety Committee. There were no objections.

d. Board of Commissioners - Resolution to Terminate the Flock Safety Pilot Program Approved under Resolution No. 026-6416 at the Earliest Legally Permissible Date and in Accordance with Applicable Contract Permissions, County Procurement Policies, and Michigan Law

Board Action #2026-6625 _
The Chair referred the Board Action to the Public Health and Safety Committee. There were no objections.

e. Board of Commissioners - Sponsorship of the Nature Uncorked Event Fundraiser Supporting Stage Nature Center Educational Programs

Board Action #2026-6626 _
The Chair referred the Board Action to the Finance Committee. There were no objections.

f. Board of Commissioners - Sponsorship of the Village of Wolverine Lake 39th Annual Fireworks Display

Board Action #2026-6877 _
The Chair referred the Board Action to the Finance Committee. There were no objections.

g. Board of Commissioners - Sponsorship of the City of Huntington Woods Centennial Celebration

Board Action #2026-6627 _
The Chair referred the Board Action to the Finance Committee. There were no objections.

17. Announcements

18. Public Comment

The following people addressed the Board during Public Comment #2: Chris Barnett, Matt Pfeiffer and Ashley Coyle.

Chair David Woodward yielded the gavel to Vice Chair Marcia Gershenson.

The following people also addressed the Board during Public Comment #2: Bruce Pearson, Mike McDonald, Joe Merucci, Jack Curtis, Jenna Lindsay, Samantha Hunt, Danielle Mallon, Dan Bowe, Dana Binkowski, Martha Szilagyi, Jackie Myers, Laura Vogel, Margarette Gupta, Mike Flores, Phillip Decker, Murryum Farooqi, Sharon Trumpy, Mike Wise, Jason Rumble, Commissioner Robert Hoffman, Commissioner Penny Luebs, Commissioner Charles Cavell, Commissioner Gwen Markham and Commissioner Kristen Nelson.

19. Adjournment to June 11, 2026, or the Call of the Chair

The meeting adjourned at 12:57 PM.

NOTE: The foregoing minutes are subject to Committee approval.

OAKLAND COUNTY BOARD OF COMMISSIONERS

Proclamation

HONORING

FAMILY REUNIFICATION AND PRESERVATION DAY

WHEREAS, it is important to recognize statewide observances, such as Family Reunification and Preservation Day, that promote the safety, stability and well-being of children and families in the child welfare system; and

WHEREAS, preserving and strengthening the family whenever safely possible is the first goal of all neglect and abuse matters that come before the Oakland County Juvenile Court, part of the Sixth Judicial Circuit Court Family Division. Reunification embodies the belief that with the right support, services and commitment, families can overcome challenges, heal, and create safe, nurturing environments for their children; and

WHEREAS, the court works collaboratively with families, the Department of Health and Human Services caseworkers, medical and mental health service providers, attorneys, judges and community partners to ensure that parents receive the assistance and resources they need to address barriers and work toward reunification; and

WHEREAS, each year, Michigan recognizes Family Reunification and Preservation Day to honor the children and families who successfully reunify, as well as the professionals whose dedication makes such reunifications possible. This day also highlights the ongoing commitment and supportive services provided by the Oakland County Sixth Judicial Circuit Court Family Division, the Department of Health and Human Services, and its many partners that help families throughout their journey to reinforce the importance of family-centered practices and uplift the positive outcomes that occur when families are strategically brought back together in a meaningful way; and

WHEREAS, we proudly join the Oakland County Sixth Judicial Circuit Court Family Division in observing Michigan's statewide 8th annual Family Reunification and Preservation Day celebration on June 25, 2026. The efforts of those working in the juvenile justice field contribute needed support to the families who demonstrate, by resilience and hard work, that reunification is possible and meaningful to the children and families in our community.

NOW THEREFORE, David T. Woodward, Chair of the Oakland County Board of Commissioners, Commissioner Penny Luebs, and the entire Oakland County Board of Commissioners do hereby recognize Family Reunification and Preservation Day in Oakland County. We honor the families, staff, community partners and judicial officers whose efforts make reunification possible and express our appreciation for their continued service and dedication to the children and families of Oakland County.

Attested on this 11th day of June 2026, in Pontiac, Michigan.

David T. Woodward, Chair
Oakland County Board of Commissioners

Penny Luebs
County Commissioner, District 2

Proclamation #26038

OAKLAND COUNTY BOARD OF COMMISSIONERS

Proclamation

HONORING

TRACY STOLZENFELD

WHEREAS, we are all indebted to those dedicated employees, such as Tracy Stolzenfeld, whose diligence, knowledge and keen talent for organization help the Board serve its constituents more efficiently; and

WHEREAS, Ms. Stolzenfeld joined the Board of Commissioners staff on February 11, 2013, as a committee coordinator. As a result of her consistently outstanding performance, she was promoted to a senior position in 2023. The work of a committee coordinator often goes unnoticed, but is absolutely critical to the smooth execution of Board and county business. Ms. Stolzenfeld uses her skills and extensive experience to prepare and manage official meeting materials and ensures they and all legally required public notices are posted in compliance with the Open Meetings Act and Board rules. Further, she contributes to the historical record of the Board's actions by capturing and maintaining accurate records of official Board proceedings; and

WHEREAS, prior to her employment with the Board, Ms. Stolzenfeld held a position as a court reporter where she developed the aptitude for accuracy and professionalism she brought to her work here. Further, Ms. Stolzenfeld is a proud Spartan, having earned a degree in communications from Michigan State University; and

WHEREAS, away from the office, she can often be found surrounded by family and enjoying outdoor living. With a lakefront home, she is happiest when outside, spending time on the boat and soaking up the Michigan summer sun. An avid traveler, Ms. Stolzenfeld and her husband are always eager to explore new places. Traveling has created lifelong memories, but one annual journey always stays closest to her heart — a special wedding anniversary trip taken every fall. And, in quieter moments, she keeps her brain sharp with word searches and crossword puzzles; and

WHEREAS, on the truly special occasion of retirement, we pause to join with Board staff and Ms. Stolzenfeld's family, especially her husband Doug and daughter Danielle, and numerous friends to express our sincerest gratitude for her years of service.

NOW THEREFORE, David T. Woodward, Chair of the Oakland County Board of Commissioners, and the entire Oakland County Board of Commissioners do hereby proclaim special commendation to Tracy Stolzenfeld. We extend our most heartfelt wishes for a rewarding retirement filled with peace, enjoyment and adventure.

Attested on this 11th day of June 2026, in Pontiac, Michigan.

David T. Woodward, Chair
Oakland County Commission

Marcia Gershenson, Vice Chair
Oakland County Commission

Penny Luebs
County Commissioner, District 2

Ann Erickson Gault
County Commissioner, District 3

Brendan Johnson
County Commissioner, District 4

Michael Spisz
County Commissioner, District 5

Michael J. Gingell
County Commissioner, District 6

Bob Hoffman
County Commissioner, District 7

Karen Joliat
County Commissioner, District 8

Angela Powell
County Commissioner, District 9

Kristen Nelson
County Commissioner, District 10

Christine Long
County Commissioner, District 12

Philip J. Weipert
County Commissioner, District 13

Robert Smiley
County Commissioner, District 14

Gwen Markham
County Commissioner, District 15

William Miller
County Commissioner, District 16

Yolanda Smith Charles
County Commissioner, District 17

Linhie Taylor
County Commissioner, District 18

Charlie Cavell
County Commissioner, District 19

Proclamation #26043



OCHN Quarterly Update for the Oakland County Board of Commissioners

Oakland Community Health Network

Developmental Disabilities • Mental Health • Substance Recovery

Dana Lasenby
Oakland Community Health Network
Executive Director / CEO

Who is OCHN?

- We are a Pre-Paid Inpatient Health Plan or PIHP
- This means OCHN is a managed care entity that coordinates Medicaid-funded behavioral health, substance use and developmental disability services & funds various providers
- OCHN is also a Community Mental Health Service Provider or CMHSP
- This means we also directly provide services, crisis, autism, case management, etc.
- Expanding access not as a replacement but as a supplement

How Does Community Mental Health Help Oakland County?

- Public safety net-accountable to the people we serve
- Monitor network capacity and service adequacy
- Strengthens community by identifying needs and implementing innovative solutions
- Collaborative community partnerships
- Advocacy at all levels, county, state and federal

Community-Based Behavioral Health Navigators

Mental Health School Navigators
3/1/26 to 5/31/26

- 9 Community Events
- 19 Community Engagements
- 228 Family/Student Referrals
- 90 Connected to Resources



Previously funded by Oakland County Board of Commissioners

Immediate Response to Community Violence

- Critical Incident Stress Management teams
- Highly trained respond to crisis situations
- Work in collaboration with County response
- One of the first teams on the scene at Temple Israel



Law Enforcement Co-Response Referrals: 12,228*

10 Co-Responders in 21 law enforcement agencies: Auburn Hills, Birmingham, Bloomfield Twp, Crisis Response Unit (OCSO/county-wide), Ferndale, Franklin / Bingham Farms, Hazel Park, Madison Heights, Pontiac (OCSO), Orchard Lake, Rochester, Royal Oak, Sylvan Lake, Troy, Walled Lake, Waterford, West Bloomfield, White Lake, Wixom, and Wolverine Lake

- **2,742** Referrals (FY26 to date)
- **2%** Arrest Rate of individuals *(when CoRe is involved)*
- **51%** Remained in Community
- **18%** Voluntary Transport to ED/Resource & Crisis Center (RCC)



*** Program launch in August 2021 - April 2026**

Investing in Michigan's Direct Care Workforce

- OCHN in collaboration with Oakland County Provider Alliance (OPA), & Michigan Assisted Living Association (MALA) to address minimum wage increase funding shortages & state advocacy
- Funding received by MDHHS of $5.1 million has been distributed, OCHN additionally contributed $700,000 to cover underfunding
- In support of direct service professionals receiving a meaningful wage, OCHN has drafted a Board resolution which is now pending approval

What is Available at the OCHN Resource & Crisis Center?

- Drop-in crisis services 24/7
- Sober Support Unit
- The Youth & Family Care Center, Access, RISE Center
- The RCC continues to serve individuals in need, anytime



What Will be Available at RCC This Summer?

MDHHS visit June 17th for inspection of Crisis Stabilization Unit

→

This means people can get stabilized and stay up to 72 hours

→

Pending certification target date summer 2026

↓

Crisis Residential Unit- short-term, voluntary, alternative to inpatient psychiatric hospitalization

→

Behavioral Health Urgent Care- secured grant funding of $1.3 million for renovations

The Detroit News – Opinion Page

HIGHLIGHT IN THE DETROIT NEWS

OCHN TAKES ON DIRECT CRISIS CARE IN OAKLAND COUNTY | OPINION

DANA LASENBY

MAY 21, 2026, 5:58 P.M. ET

Behavioral health crisis services are a public promise, not just a business line. When an Oakland County resident or their loved one faces acute psychological distress, we respond quickly, expertly and humanely.

Every day, individuals and families reach out when in distress, unsure and vulnerable. These moments demand more than a phone tree or referral. They require compassion, sound judgment and a people-first system.

This transition to direct delivery of crisis services marks a pivotal chapter for Oakland Community Health Network (OCHN). This decision is about accountability: when someone asks for help, they get the right care at the right time and in the right setting, without provider constraints.

When crisis services are delivered through various providers with competing priorities, care may become fragmented. People in behavioral health emergencies can be redirected, delayed or lost between systems. Direct delivery closes those gaps. It allows OCHN to set clinical standards, recruit the workforce, design protocols and be accountable and responsible for engagement in the full continuum of care and outcomes.

Crisis care is unpredictable and resource-intensive, unsuited to thin margins or volume metrics. Direct service lets OCHN fully invest in evidence-based practice, 24/7 care, continuity and clinician wages.

OCHN is not a vendor. We have no shareholders. Our board includes those with lived experience, and meetings are public under Michigan law.

Direct delivery makes accountability personal. If there is a barrier or delay, OCHN must answer. We own every experience and are responsible for improvement. Our crisis operations are also subject to external review. OCHN is pursuing state certification of its Crisis Stabilization Unit, licensure of its Crisis Residential Unit, and is also seeking accreditation from the Commission on Accreditation of Rehabilitation Facilities (CARF).

Building a direct crisis service is not an isolated move. It is the result of years of focused preparation —OCHN has built one of the nation's strongest justice diversion and deflection systems. It holds a Platinum-level designation from CIT International, the organization's highest recognition for Crisis Intervention Team training.

More than 1,500 officers have been trained by OCHN to recognize behavioral health emergencies and de-escalate them safely. The Community Co-Responder Program places clinicians with law enforcement, transforming arrests into assessments and care. Ten clinicians serve 20 communities.

Our Community Behavioral Threat Assessment and Management Program, led by community mental health experts, partners with the FBI to intervene before violence happens.

Together, these programs reflect a core conviction: people in crisis belong in care, not jail cells or emergency rooms. As OCHN embraces this direct model, the transition demands strong clinical leadership. That leadership includes Vasilis K. Pazios, M.D., OCHN's Chief Medical Officer.

Pazios is board-certified in psychiatry and forensic psychiatry, a specialty focused on the intersection of mental health, safety and the legal system. His expertise in risk assessment, diversion and human rights is essential to modern crisis care.

Pazios has also served on the American Psychiatric Association Board of Trustees and the APA Foundation Board of Directors and previously served as Speaker of the APA Assembly and President of the Michigan Psychiatric Society.

Hanna Y. Saad, M.D., is OCHN's Medical Director of Crisis Continuum Services and Lead Psychiatrist for the Oakland County Jail. Saad specializes in carceral psychiatry, treating high-acuity patients with skill and respect.

At OCHN's Resource and Crisis Center in Pontiac, our trained team manages the most acute situations with safety and dignity.

Together, Pazios and Saad keep OCHN's crisis system focused on individuals' needs, solid evidence and best practices.

Just over three months into providing crisis services directly, OCHN has already been recognized by the Michigan Department of Health and Human Services as an authority on crisis-care best practices. OCHN policies and procedures are being incorporated into statewide best practice manuals.

Since the transition began, more than 3,100 people have received crisis services from OCHN. Our Resource and Crisis Center remains open 24/7, and our crisis line — 888-258- 0611 — is fully operational, with licensed clinicians available around the clock.

In Oakland County, there is no wrong door. A person in crisis should not be treated as a transaction or redirected for financial reasons. They should receive care with dignity and expertise, and within a system that is fully responsible for their next steps. That is the standard our community deserves.



DANA LASENBY

CEO
Oakland Community Health Network

Connecting People to Care and Crisis Support

https://www.youtube.com/watch?v=g3sQoLHVscs


Q
A

OAKLAND COUNTY MICHIGAN
BOARD OF COMMISSIONERS

1200 N. Telegraph Road
Pontiac, MI 48341-0475
Phone: (248) 858-0100
Fax: (248) 858-1572

June 11, 2026

TO THE OAKLAND COUNTY BOARD OF COMMISSIONERS:

Please accept this letter as notification that I have exercised the authority granted to the Chair of the Board to approve grant applications in excess of $50,000 for the purposes of meeting a submission deadline.

Due to the grantor deadlines and the Board's grant submission process and calendar, it is not possible to submit the application for full Board consideration in accordance with our normal procedures.

I have authorized the submission of the following grant application:

Grant Name: Community Energy Management (CEM)
Department: Office of Sustainability
Amount: $50,000
Grant Application Deadline: May 22, 2026

Grant Name: Automobile Theft Prevention Authority Program
Department: Oakland County Sheriff's Office
Amount: $3,207,342
Grant Application Deadline: June 1, 2026

Sincerely,



David T. Woodward
Chair
Oakland County Board of Commissioners

June 4, 2026

Linnie Taylor, Commissioner
Oakland County
1200 N Telegraph Rd
Pontiac, MI 48341

Dear Linnie,

I am pleased to appoint you as Chairperson of SEMCOG's Finance and Budget Committee. The commitment you make to fill this important role is greatly appreciated. On behalf of SEMCOG members and staff, we look forward to your leadership. **This appointment will be effective as of July 1, 2026.**

It is my pleasure to recognize your ongoing support and participation by making this important appointment. If you have questions, please contact Misty Jordan at (313) 324-3364 or jordan@semcog.org.

Sincerely,

Gwen Markham
SEMCOG Chairperson

Gwen Markham *Chairperson Commissioner Oakland County*
Laura Kropp *First Vice Chairperson Mayor City of Mount Clemens*
Anne Marie Graham-Hudak *Vice Chairperson Supervisor Canton Township*
Joe LaRussa *Vice Chairperson Mayor City of Farmington*
Diana McKnight-Morton *Vice Chairperson Trustee Washtenaw Community College*
Frank Viviano *Vice Chairperson Supervisor Macomb Township*
Amy O'Leary *Executive Director*

June 11, 2026

Mr. David Woodward, Chairperson
Oakland County Board of Commissioners
1200 N. Telegraph Road
Pontiac, MI 48341

Dear Mr. Woodward:

This letter is to request the Oakland County Board of Commissioners confirm my appointment of Lola Aré as a Director of the Economic Development Corporation (EDC) of the County of Oakland. The appointment is for six years ending June 11, 2032.

I urge the Board's favorable and expeditious approval of this appointment whose confirmation by the Board of Commissioners is required by Sec. 4(5) of P.A. 338 of 1974 and our EDC's Articles of Incorporation.

Sincerely,

David Coulter
County Executive

June 11, 2026

Mr. David Woodward, Chairperson
Oakland County Board of Commissioners
1200 N. Telegraph Road
Pontiac, MI 48341

Dear Mr. Woodward:

This letter is to request the Oakland County Board of Commissioners confirm my appointment of David M. Jeup as a Director of the Economic Development Corporation (EDC) of the County of Oakland. The appointment is for six years ending June 11, 2032.

I urge the Board's favorable and expeditious approval of this appointment whose confirmation by the Board of Commissioners is required by Sec. 4(5) of P.A. 338 of 1974 and our EDC's Articles of Incorporation.

Sincerely,

David Coulter
County Executive

June 11, 2026

Mr. David Woodward, Chairperson
Oakland County Board of Commissioners
1200 N. Telegraph Road
Pontiac, MI 48341

Dear Mr. Woodward:

This letter is to request the Oakland County Board of Commissioners confirm my appointment of Lolita LeNoir as a Director of the Economic Development Corporation (EDC) of the County of Oakland. The appointment is for six years ending June 11, 2032.

I urge the Board's favorable and expeditious approval of this appointment whose confirmation by the Board of Commissioners is required by Sec. 4(5) of P.A. 338 of 1974 and our EDC's Articles of Incorporation.

Sincerely,

David Coulter
County Executive

June 11, 2026

Mr. David Woodward, Chairperson
Oakland County Board of Commissioners
1200 N. Telegraph Road
Pontiac, MI 48341

Dear Mr. Woodward:

This letter is to request the Oakland County Board of Commissioners confirm my appointment of Dave Morin as a Director of the Economic Development Corporation (EDC) of the County of Oakland. The appointment is for six years ending June 11, 2032.

I urge the Board's favorable and expeditious approval of this appointment whose confirmation by the Board of Commissioners is required by Sec. 4(5) of P.A. 338 of 1974 and our EDC's Articles of Incorporation.

Sincerely,

David Coulter
County Executive

OAKLAND COUNTY MICHIGAN
BOARD OF COMMISSIONERS

AGENDA ITEM: Fiscal Year 2026 Appropriation with the City of Rochester for Tri-Party Road Improvement Program – Project No. 58601
DEPARTMENT: Board of Commissioners
MEETING: Economic Development and Infrastructure Committee
DATE: Wednesday, June 3, 2026 9:30 AM - Click to View Agenda

ITEM SUMMARY SHEET

COMMITTEE REPORT TO BOARD

Resolution #2026-6580
Motion to approve Project No. 58601 submitted by the City of Rochester and authorize the transfer of Tri-Party Road Improvement Program funds in the amount of $90,932 from Non-Departmental Transfers appropriation (9090101); further, amend the FY 2026 budget as detailed in the attached Schedule A – Budget Amendment; further, request that the Oakland County Clerk forward copies of this resolution to the Road Commission for Oakland County, Oakland County Fiscal Services, and the Community.

ITEM CATEGORY	SPONSORED BY
Budget Amendment	Michael Spisz

INTRODUCTION AND BACKGROUND

Since the 1970s, the Oakland County Board of Commissioners has authorized the Tri-Party Road Improvement Program to assist Oakland County's cities, villages and townships (CVTs) with the construction, maintenance and repair of roads under the supervision, direction and control of the Road Commission for Oakland County (RCOC). On September 18, 2025, the Oakland County Board of Commissioners approved Resolution #2025-5690 _ 25-33 which appropriated $2,000,000 for the FY 2026 Tri-Party Road Improvement Program allocation for projects managed by the RCOC. The community, along with the RCOC, has identified a project and said project is ready to be undertaken immediately. The project meets the terms and conditions of the Tri-Party Road Improvement Program and the local cost participation agreement.

Project Description: For the construction of the right turn lane on Dequindre Road at Runyon Road. Construction on this project is expected to begin in 2026.

FISCAL IMPACT: Budget Amendment Attached

Committee members can contact Amy Aubry, Senior Analyst at 248.425.7056 or aubrya@oakgov.com or the department contact persons listed for additional information.

CONTACT

ITEM REVIEW TRACKING

Amy Aubry, Board of Commissioners	Created/Initiated - 5/8/2026
Ebru Adoglu-Jones, Fiscal Services	Approved - 5/18/2026
Sheryl Johnson, Management and Budget	Approved - 5/25/2026

AGENDA DEADLINE: 05/20/2026 4:30 PM

ATTACHMENTS

1. 58601_Tri-Party_Schedule A-Budget Amendment
2. 58601_Tri-Party_Rochester

COMMITTEE TRACKING

2026-06-03 Economic Development & Infrastructure - Recommend to Board
2026-06-11 Full Board

Motioned by: Commissioner Brendan Johnson
Seconded by: Commissioner William Miller III

Yes: Brendan Johnson, Gwen Markham, William Miller III, Robert Smiley, Yolanda Smith Charles, Linnie Taylor, Philip Weipert (7)
No: None (0)
Abstain: None (0)
Absent: (0)
Passed

Oakland County, Michigan

Board of Commissioners - Fiscal Year 2026 Appropriation with the City of Rochester for Tri-Party Road Improvement Program - Project No. 58601

Schedule "A" DETAIL

R/E	Fund Name	Division Name	Fund # (FND)	Cost Center (CCN) #	Account # (RC/SC)	Program # (PRG)	Grant ID (GRN) #	Project ID # (PROJ)	Region (REG)	Budget Fund Affiliate (BFA)	Ledger Account Summary	Account Title	FY 2026 Amendment	FY 2027 Amendment	FY 2028 Amendment
E	General Fund	Non-Department	FND10100	CCN9010101	SC740135	PRG153010					740000	Road Commission Tri-Party	$ 90,932.00	$ -	$ -
E	General Fund	Non-Department	FND10100	CCN9090101	SC740135	PRG196030					740000	Road Commission Tri-Party	$ (90,932.00)	$ -	$ -
												Total Expenditures	$ -	$ -	$ -

RCOC Approved 05/07/2026 Esshaki / Henry

Quality Life through Good Roads "We Care"

ROAD COMMISSION for OAKLAND COUNTY

Inter–Departmental Memorandum

Programming Division

DATE: April 30, 2026

TO: Samuel Fitzer, P.E., Director of Engineering

FROM: Michael Smith, Manager, Project Development

Mike Smith Digitally signed by Mike Smith Date: 2026.04.30 10:06:05 -04'00'

SUBJECT: **PROJECT NO. 58601, DEQUINDRE ROAD**
AT RUNYON ROAD
LOCAL COST PARTICIPATION AGREEMENT/TRI-PARTY PROGRAM
CITY OF ROCHESTER

Attached for your review and submission to the Board for their approval is the local cost participation agreement with the City of Rochester for the construction of the right turn lane at Runyon Road. Construction on this project is expected to begin in 2026.

The City of Rochester has elected to use the Tri-Party Program to fund the estimated total project cost of $272,795. Our share is estimated to be $90,931 and is in the FY26 budget.

The project is in the district of County Commissioner Michael Spisz. The agreement is in our standard approved format, and I recommend Board approval and authorize the Managing Director to execute the agreement on behalf of the Board.

MS/ac
Attachments

Samuel Fitzer Digitally signed by Samuel Fitzer DN: C=US, E=sfitzer@rcoc.org, O=Road Commission for Oakland County, OU=Engineering, CN=Samuel Fitzer Date: 2026.04.30 10:51:02-04'00'

Department Review / Approval

DocuSigned by: 9E5DD0F89861423...

MDO Review / Concur

COST PARTICIPATION AGREEMENT

CONSTRUCTION

Dequindre Road

At Runyon Road

City of Rochester

Board Project No. 58601

This Agreement, made and entered into this 7th day of May, 2026, by and between the Board of County Road Commissioners of the County of Oakland, Michigan, hereinafter referred to as the BOARD, and the City of Rochester, hereinafter referred to as the COMMUNITY, provides as follows:

WHEREAS, the BOARD and the COMMUNITY have programmed the construction of a right turn lane, described in Exhibit "A", attached hereto and made a part hereof, which improvements involve roads under the jurisdiction of the BOARD and within the COMMUNITY, which improvements are hereinafter referred to as the PROJECT; and

WHEREAS, the estimated total cost of the PROJECT is $272,795; and

WHEREAS, said PROJECT involves certain designated and approved Tri-Party Program funding in the amount of $272,795, which amount shall be paid through equal contributions by the BOARD, the COMMUNITY, and the Oakland County Board of Commissioners, hereinafter referred to as the COUNTY; and

WHEREAS, the BOARD and the COMMUNITY have reached a mutual understanding regarding the cost sharing of the PROJECT and wish to commit that understanding to writing in this Agreement.

NOW, THEREFORE, in consideration of the mutual covenants set forth herein and in conformity with applicable law, it is hereby agreed between the COMMUNITY and the BOARD that:

1. The COMMUNITY shall forthwith undertake and complete the PROJECT, as above described, under Road Commission for Oakland County permit; and shall perform or cause to be performed all CONSTRUCTION engineering services and administration in reference thereto.

2. The actual total cost of the PROJECT shall include total payments to the contractor.

3. The COMMUNITY shall comply with the provisions as set forth in Exhibit "B" attached hereto.

4. The COMMUNITY shall comply with the liability and insurance requirements as set forth in Exhibit "C" attached hereto.

5. The estimated total PROJECT cost of $272,795 shall be invoiced simultaneously and proportionately as follows:

   a. Tri-Party Program in the amount of $272,795.

   b. The COMMUNITY agrees that any PROJECT costs above the Tri-Party Program funding of $272,795 will be funded 100% by the COMMUNITY.

6. Upon execution of this agreement, the COMMUNITY shall submit two invoices to the BOARD:

   a. The first invoice shall be payable by the BOARD in the amount of $90,931 (being 100% of the BOARD's Tri-Party contribution).

   b. The second invoice shall be payable by the COUNTY in the amount of $90,932 (being 100% of the COUNTY'S Tri-Party contribution).

   c. The invoices shall be sent to:

      Engineering Aide
      Programming Department
      Road Commission for Oakland County
      31001 Lahser Road
      Beverly Hills, MI 48025

7. Within 90 days of completion of the PROJECT, the COMMUNITY shall submit to the BOARD the following:

   a. A cover letter originated by the COMMUNITY certifying that the PROJECT is now complete.

   b. A copy of the FINAL payment estimate paid to the contractor.

   c. One copy of the complete set of the as-built construction plans containing the adjusted quantities of the PROJECT.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement the day and date first written above.

BOARD OF ROAD COMMISSIONERS OF THE
COUNTY OF OAKLAND
A Public Body Corporate

By Dennis G. Kolar Digitally signed by Dennis G. Kolar Date: 2026.05.08 09:31:07 -04'00'

Its Executive Managing Director

City of Rochester

By Deborah Jonus

Its Mayor

EXHIBIT A

TRI-PARTY PROGRAM

Dequindre Road

At Runyon Road

City of Rochester

Board Project No. 58601

Construction of right turn lane.

ESTIMATED PROJECT COST	
Contractor Payments	$272,795
Total Estimated Project Cost	$272,795

COST PARTICIPATION BREAKDOWN

	COMMUNITY	COUNTY	BOARD	TOTAL
Tri-Party Program	$90,932	$90,932	$90,931	$272,795
TOTAL SHARES	$90,932	$90,932	$90,931	$272,795

Exhibit B
PROVISIONS

Bidding: The COMMUNITY shall select the contractor for its share of the work, on a competitive basis by advertising for sealed bids in accordance with its established practices.

Bonds – Insurance: The COMMUNITY shall require the contractor provide payment and performance bonds for the PROJECT; said bonds to be in compliance with the provisions of 1963 PA 213 as amended, compiled at MCL 129.201, et seq.

Further, the COMMUNITY shall require the contractor to provide insurance naming the Road Commission for Oakland County as additional named insured's. Coverage's shall be substantial as set forth in Exhibit "C", attached hereto.

Records: The parties shall keep records of their expenses regarding the PROJECT in accordance with generally accepted accounting procedures, and shall make said records available to the other during business hours upon request giving reasonable notice. Such records shall be kept for three (3) years from final payment.

Final costs shall be allocated after audit of the records and adjustments in payments shall be invoiced and paid within thirty (30) days thereafter.

EEO: The COMMUNITY shall require its contractor to specifically agree that it will comply with any and all applicable State, Federal, and Local statutes ordinances, and regulations, and with RCOC regulations during performance of the SERVICES and will require compliance of all subcontractors and subconsultants.

In accordance with Michigan 1976 PA 453, the COMMUNITY hereto agrees not to discriminate against an employee or applicant for employment with respect to hire, tenure, terms, conditions or privileges of employment, because of race, color, religion, national origin, age, sex, height, weight or marital status. Further, in accordance with Michigan 1976 PA No. 220, as amended, the parties hereby agree not to discriminate against an employee or applicant for employment with respect to hire, tenure, terms, conditions or privileges of employment, or a matter directly or indirectly related to employment, because of a disability that is unrelated to the individual's ability to perform the duties of a particular job or position.

The COMMUNITY further agrees that it will require all subconsultants and subcontractors for this PROJECT comply with this provision.

Governmental Function, Scope: It is declared that the work performed under this AGREEMENT is a governmental function. It is the intention of the parties hereto that this AGREEMENT shall not be construed to waive the defense of governmental immunity held by the RCOC, and the COMMUNITY.

Third Parties: This AGREEMENT is not for the benefit of any third party.

EXHIBIT C
LIABILITY AND INSURANCE REQUIREMENTS

Hold Harmless Agreement: The Contractor shall hold harmless, represent, defend and indemnify the Board of County Road Commissioners of Oakland County, the Road Commission for Oakland County, its officers and employees; the County of Oakland; the Water Resources Drain Commissioner and relevant drainage district(s), if applicable; the Michigan State Transportation Commission; the Michigan Department of Transportation; and the local unit(s) of government, within which the Project is located against all claims for damages to public or private property, for injuries to persons, or for other claims arising out of the performance or non-performance of the contracted work, whether during the progress or after the completion thereof.

Insurance Coverage: The Contractor, prior to execution of the contract, shall file with the Road Commission for Oakland County, copies of complete certificates of insurance as evidence that he carries adequate insurance satisfactory to the Board. Insurance coverage shall be provided in accordance with the following:

a. Workmen's Compensation Insurance: To provide protection for the Contractor's employees, to the statutory limits of the State of Michigan and $500,000 employer's liability. The indemnification obligation under this section shall not be limited in any ways by any limitation on the amount or type of damages, compensation or benefits payable by or for the Contractor under worker's disability compensation coverage established by law.

b. Bodily Injury and Property Damage Other than Automobile: To afford protection against all claims for damages to public or private property, and injuries to persons arising out of and during the progress and to the completion of the work, and with respect to product and completed operations for one year after completion of the work.

1. Bodily Injury Liability

Each Person:	$1,000,000
Each Occurrence	$1,000,000
Aggregate	$2,000,000

or: Single Limit: Bodily Injury and Property Damage

Each Occurrence:	$1,000,000
Aggregate:	$2,000,000

Property Damage Liability:

Each Occurrence:	$250,000
Aggregate:	$250,000

Such insurance shall include: 1) explosion, collapse, and underground damage hazards (x,c,u), which shall include, but not be limited to coverage for (a) underground damage to facilities due to drilling and excavating with mechanical equipment; and (b) collapse or structural injury to structures due to blasting or explosion, excavation, tunneling, pile driving, cofferdam work, or building moving or demolition; (2) products and completed operations; (3) contractual liability; and (4) independent contractors coverage.

2. Bodily Injury Liability and Property Damage Liability - Automobiles (Comprehensive Auto Liability). The minimum limits of bodily injury liability and property damage liability shall be:

Bodily Injury Liability		or	Single Limit: Bodily Injury and Property Damage Liability
Each Person	$500,000		Each Occurrence: $2,000,000
Each Occurrence	$1,000,000		

Property Damage Liability:
Each Occurrence: $1,000,000

Such insurance shall include coverage for all owned, hired, and non-owned vehicles.

c. Excess and Umbrellas Insurance – The Contractor may substitute corresponding excess and/or umbrella liability insurance for a portion of the above listed requirements in order to meet the specified minimum limits of liability.

d. The Contractor shall provide for and on behalf of the Road Commission for Oakland County and all agencies specified by the Road Commission, as their interest may appear, Owner's Protective Public Liability Insurance. Such insurance shall provide coverage and limits the same as the Contractor's Public Liability Insurance.

e. Notice – The Contractor shall not cancel, renew, or non-renew the coverage of any insurance required by this Section without providing 30 day prior written notice to the Road Commission for Oakland County. All such insurance shall include an endorsement whereby the insurer shall agree to notify the Road Commission for Oakland County immediately of any reduction by the Contractor. The Contractor shall cease operations on the occurrence of any such cancellation or reduction, and shall not resume operations until new insurance is in force. If the Contractor cannot secure the required insurance within 30 days, the Board reserves the right to terminate the Contract.

f. Reports – The Contractor or his insurance carrier shall immediately report all claims received which relate to the Contract, and shall also report claims investigations made, and disposition of claims to the County Highway Engineer.

OAKLAND COUNTY MICHIGAN
BOARD OF COMMISSIONERS

AGENDA ITEM: Authorize the Issuance of Bonds for the Pontiac Woodward Loop Sewage Disposal Improvement Project
DEPARTMENT: Water Resources Commissioner
MEETING: Economic Development and Infrastructure Committee
DATE: Wednesday, June 3, 2026 9:30 AM - Click to View Agenda

ITEM SUMMARY SHEET

COMMITTEE REPORT TO BOARD

Resolution #2026-6588 _
Motion to adopt the attached suggested resolution.

ITEM CATEGORY	SPONSORED BY
Bonds	Yolanda Smith Charles

INTRODUCTION AND BACKGROUND

The City of Pontiac Sewage Disposal System, which is in need of significant repairs and improvements, is owned by Oakland County and operated and maintained by the Water Resources Commissioner (WRC) as the county's agent. The necessary repairs and improvements will be included in a project encompassing a wide range of services and activities, including planning and professional services, permitting and property acquisition, as well as construction activities and environmental and geotechnical measures, along with any other activities necessary to successfully complete the project. For convenience, efficiency, and cost savings, the WRC is coordinating with the Michigan Department of Transportation (MDOT) to incorporate the improvements into MDOT's concurrent roadway project.

POLICY ANALYSIS

To fund these enhancements, the Water Resources Commissioner is requesting the issuance of bonds not to exceed an aggregate principal amount of $5,500,000. These bonds will be secured by the County's full faith and credit pledge and repaid through system revenues.

Strategically, these improvements are centered within the "Woodward Loop" to coincide with the Michigan Department of Transportation's (MDOT) current roadway conversion project. MDOT is scheduled to begin receiving bids for this work on July 10, 2026, with a projected completion timeline of two to three years.

By upgrading the sewage system concurrently with MDOT's transition of the Loop to a two-way roadway, the County will capitalize on a critical infrastructure window. This coordination eliminates the need for future traffic interruptions and prevents the significant, redundant expense of excavating newly laid concrete once the roadway project is finalized.

A primary challenge for this project involves obtaining the necessary easements for sanitary sewer and water main work. A portion of current costs is tied to the Bat Zone property, where the County must relocate an existing sewer situated beneath the building and abandon an internal manhole.

While the County has already secured the right of entry to perform this work, final payment negotiations with the property owner are ongoing. The budget also accounts for associated professional fees for property appraisers and legal counsel. Given the complexity of urban infrastructure, the "Right of Way" line item in the budget includes these costs.

The Notice of Intent for this item was approved April 8, 2026 through Resolution #2026-6326 _ 26-12.

FISCAL IMPACT:

Committee members can contact Amy Aubry, Senior Analyst at 248.425.7056 or aubrya@oakgov.com or the department contact persons listed for additional information.

CONTACT

Ben Lewis
Mike Walsh
Eric McGlothlin
Steven Burke

ITEM REVIEW TRACKING

John Basch, Water Resources Commissioner	Created/Initiated - 5/18/2026
John Basch, Water Resources Commissioner	Approved - 5/18/2026
Kelsey Cooke, Water Resources Commissioner	Approved - 5/18/2026
Amy Aubry, Board of Commissioners	Approved - 5/21/2026
Leo Lease, Fiscal Services	Approved - 5/27/2026
Diana McBroom, Executive's Office	Approved - 5/28/2026
Solon Phillips, Corporation Counsel	Approved - 5/28/2026
Sheryl Johnson, Board of Commissioners	Approved - 5/29/2026
Amy Aubry, Board of Commissioners	Approved - 5/29/2026
Yolanda Smith Charles, Board of Commissioners	Final Approval - 6/1/2026

AGENDA DEADLINE: 05/20/2026 4:30 PM

ATTACHMENTS

1. Exhibit A
2. 2026-06-03 Memo Pontiac Woodward Loop Improvements
3. Project Cost Estimate
4. Map of Pontiac Woodward Loop Sewer Improvement Area

COMMITTEE TRACKING

2026-06-03 Economic Development & Infrastructure - Forward to Finance
2026-06-03 Finance - Recommend to Board
2026-06-11 Full Board

Motioned by: Commissioner Gwen Markham
Seconded by: Commissioner Robert Smiley

Yes: Brendan Johnson, Gwen Markham, William Miller III, Robert Smiley, Yolanda Smith Charles, Linnie Taylor, Philip Weipert (7)
No: None (0)
Abstain: None (0)
Absent: (0)

Passed

OAKLAND COUNTY MICHIGAN
BOARD OF COMMISSIONERS

June 3, 2026
RESOLUTION #2026-6588 _
Sponsored By: Yolanda Smith Charles
Water Resources Commissioner - Authorize the Issuance of Bonds for the Pontiac Woodward Loop Sewage Disposal Improvement Project
Chair and Members of the Board:

WHEREAS the Board of Commissioners of the County of Oakland (the "County") has determined that it is necessary to acquire, construct, and install capital improvements to sewage disposal system facilities constituting a part of the County's City of Pontiac Sewage Disposal System (the "System") to serve the users of the System and the residents of the County, which improvements shall include without limitation the removal and replacement of various segments of System including manholes and other System structures and appurtenances, point repairs, structural rehabilitation, lining, and grouting, abandonment and realignment of various segments of System, removal and replacement of pavement and sidewalk, site clearing, temporary earth retention systems, environmental monitoring, geotechnical monitoring, traffic control, temporary soil and sedimentation control, sewage bypass and any other bypass of existing utilities required to complete the project, spoils and other disposal, and improvements to related facilities as well as all work necessary and incidental to these improvements, including without limitation the restoration of property, streets, rights of way, and easements affected by the improvements, and such other System improvements as the County Water Resources Commissioner, acting as County Agency for the County, shall determine to make (collectively, the "Project"), and paying the costs of issuing the bonds through the issuance of bonds pursuant to the provisions of Act 34, Public Acts of Michigan, 2001, as amended ("Act 34"); and

WHEREAS on April 19, 2026, the County published notice of intent to issue bonds in *The Oakland Press* as required by section 517 of Act 34; and

WHEREAS the cost of the Project is estimated to be $5,500,000; and

WHEREAS the Board of Commissioners has determined to issue bonds and to use the proceeds of the sale of such bonds to finance all or part of the cost of the Project; and

WHEREAS the County has agreed in a Continuing Covenant Agreement dated as of September 27, 2013, between the County and Bank of America, N.A. (the "Bank of America Continuing Covenant Agreement") to provide to Bank of America, N.A. certain information pursuant to Article VI, Section 6.05 (f) of the Bank of America Continuing Covenant Agreement which relates to a final official statement or other offering or disclosure document prepared in connection with an offering of securities by the County.

NOW THEREFORE BE IT RESOLVED by the Board of Commissioners of the County of Oakland, Michigan, as follows:

1. AUTHORIZATION OF BONDS – PURPOSE. Bonds of the County aggregating the principal sum of not to exceed Five Million Five Hundred Thousand Dollars ($5,500,000) shall be issued and sold in one or more series for the purpose of defraying all or part of the cost of the Project.
2. BOND DETAILS. Each series of bonds shall be designated "Sewage Disposal System Capital Improvement Bonds" with such other title or with such additional series designation as may be determined by the County Water Resources Commissioner, acting as County Agency for the County (the "County Agency"), at the time of sale of the bonds; shall be dated as of the date approved by the County Agency; shall be issued in such aggregate principal amount as determined by the County Agency; shall be numbered from 1 upwards; shall be fully registered; shall be in the denomination of $5,000 each or any integral multiple thereof not exceeding the aggregate principal amount for each maturity at the option of the purchaser thereof; shall bear interest at a rate or rates not exceeding 6% per annum as shall be determined by the County Agency; shall be used to pay for such portion of the Project as determined by the County Agency; shall be payable as to interest on such dates as shall be determined by the County Agency; and shall be serial bonds and/or term bonds and mature in such amounts and on such dates and in such years as shall be determined by the County Agency; provided, however, that the final maturity of any series of bonds shall not be later than 21 years after its date of issuance. If requested by the original purchaser of the bonds and determined by the County Agency, the bonds may be issued in the form of a single bond with an exhibit containing the principal maturity amounts and applicable interest rates and due dates.
3. PAYMENT OF PRINCIPAL AND INTEREST. The principal of and interest on the bonds shall be payable in lawful money of the United States. Principal shall be payable upon presentation and surrender of the bonds to the bond registrar and paying agent as they severally mature or otherwise as determined by the County Agency. Interest shall be paid to the registered owner of each bond as shown on the registration books at the close of business on the 15th

day of the calendar month preceding the month in which the interest payment is due. Interest shall be paid when due by wire transfer or other electronic means or by check or draft mailed by the bond registrar and paying agent to the registered owner at the registered address or otherwise as determined by the County Agency.

4. BOOK-ENTRY SYSTEM. Initially one fully-registered bond for each maturity, in the aggregate amount of such maturity, shall be issued in the name of Cede & Co., as nominee of The Depository Trust Company ("DTC") for the benefit of other parties (the "Participants") in the book-entry-only transfer system of DTC. In the event the County determines that it is in the best interest of the County not to continue the book-entry system of transfer or that the interests of the holders of the bonds might be adversely affected if the book-entry system of transfer is continued, the County may notify DTC and the bond registrar and paying agent, whereupon DTC will notify the Participants of the availability through DTC of bond certificates. In such event, the bond registrar and paying agent shall deliver, transfer and exchange bond certificates as requested by DTC and any Participant or "beneficial owner" in appropriate amounts in accordance with this Resolution. DTC may determine to discontinue providing its services with respect to the bonds at any time by giving notice to the County and the bond registrar and paying agent and discharging its responsibilities with respect thereto under applicable law or the County may determine that DTC is incapable of discharging its duties and may so advise DTC. In either such event, the County shall use reasonable efforts to locate another securities depository. Under such circumstances (if there is no successor securities depository), the County and the bond registrar and paying agent shall be obligated to deliver bond certificates in accordance with the procedures established by this Resolution. In the event bond certificates are issued, the provisions of this Resolution shall apply to, among other things, the transfer and exchange of such certificates and the method of payment of principal of and interest on such certificates. Whenever DTC requests the County and the bond registrar and paying agent to do so, the County and the bond registrar and paying agent shall cooperate with DTC in taking appropriate action after reasonable notice to make available one or more separate certificates evidencing the bonds to any Participant having bonds certified to its DTC account or to arrange for another securities depository to maintain custody of certificates evidencing the bonds.

   Notwithstanding any other provision of this Resolution to the contrary, so long as any bond is registered in the name of Cede & Co., as nominee of DTC, all payments with respect to the principal of, interest on and redemption premium, if any, on such bonds and all notices with respect to the bonds shall be made and given, respectively, to DTC as provided in the Blanket Issuer Letter of Representations relating to the bonds. The County Treasurer and the County Agency are each authorized to sign the Blanket Issuer Letter of Representations on behalf of the County, in such form as such officer deems necessary or appropriate in order to accomplish the issuance of the bonds in accordance with law and this Resolution.

   Notwithstanding any other provision of this section to the contrary, if the County Agency deems it to be in the best interest of the County, the bonds shall not initially be issued through the book-entry-only transfer system of DTC.

5. PRIOR REDEMPTION. The bonds may be subject to optional and/or mandatory redemption prior to maturity upon such terms and conditions as shall be determined by the County Agency.

6. BOND REGISTRAR AND PAYING AGENT. The County Treasurer shall designate, and may enter into an agreement with, a bond registrar and paying agent for the bonds which shall be a bank or trust company located in the State of Michigan which is qualified to act in such capacity under the laws of the United States of America or the State of Michigan. The County Treasurer from time to time as required may designate a similarly qualified successor bond registrar and paying agent. Notwithstanding any provision of this section to the contrary, if the County Agency deems it to be in the best interest of the County, the County Treasurer shall serve as bond registrar and paying agent for the bonds.

7. EXECUTION, AUTHENTICATION AND DELIVERY OF BONDS. The bonds shall be executed in the name of the County by the manual or facsimile signatures of the Chairperson of the Board of Commissioners and the County Clerk and authenticated by the manual signature of an authorized representative of the bond registrar and paying agent, and the seal of the County (or a facsimile thereof) shall be impressed or imprinted on the bonds. After the bonds have been executed and authenticated for delivery to the original purchaser thereof, they shall be delivered by the County Treasurer to the purchaser upon receipt of the purchase price. Additional bonds bearing the manual or facsimile signatures of the Chairperson of the Board of Commissioners and the County Clerk and upon which the seal of the County (or a facsimile thereof) is impressed or imprinted may be delivered to the bond registrar and paying agent for authentication and delivery in connection with the exchange or transfer of bonds. The bond registrar and paying agent shall indicate on each bond the date of its authentication.

8. EXCHANGE AND TRANSFER OF BONDS. Any bond, upon surrender thereof to the bond registrar and paying agent with a written instrument of transfer satisfactory to the bond registrar and paying agent duly executed by the registered owner or his duly authorized attorney, at the option of the registered owner thereof, may be exchanged for bonds of any other authorized denominations of the same aggregate principal amount and maturity date and bearing the same rate of interest as the surrendered bond.

   Each bond shall be transferable only upon the books of the County, which shall be kept for that purpose by the bond registrar and paying agent, upon surrender of such bond together with a written instrument of transfer satisfactory to the bond registrar and paying agent duly executed by the registered owner or his duly authorized attorney.

   Upon the exchange or transfer of any bond, the bond registrar and paying agent on behalf of the County shall cancel the surrendered bond and shall authenticate and deliver to the transferee a new bond or bonds of any authorized

denomination of the same aggregate principal amount and maturity date and bearing the same rate of interest as the surrendered bond. If, at the time the bond registrar and paying agent authenticates and delivers a new bond pursuant to this section, payment of interest on the bonds is in default, the bond registrar and paying agent shall endorse upon the new bond the following: “Payment of interest on this bond is in default. The last date to which interest has been paid is [appropriate date to be inserted].”

The County and the bond registrar and paying agent may deem and treat the person in whose name any bond shall be registered upon the books of the County as the absolute owner of such bond, whether such bond shall be overdue or not, for the purpose of receiving payment of the principal of and interest on such bond and for all other purposes, and all payments made to any such registered owner, or upon his order, in accordance with the provisions of section 3 of this Resolution shall be valid and effectual to satisfy and discharge the liability upon such bond to the extent of the sum or sums so paid, and neither the County nor the bond registrar and paying agent shall be affected by any notice to the contrary. The County agrees to indemnify and save the bond registrar and paying agent harmless from and against any and all loss, cost, charge, expense, judgment or liability incurred by it, acting in good faith and without negligence hereunder, in so treating such registered owner.

For every exchange or transfer of bonds, the County or the bond registrar and paying agent may make a charge sufficient to reimburse it for any tax, fee or other governmental charge required to be paid with respect to such exchange or transfer, which sum or sums shall be paid by the person requesting such exchange or transfer as a condition precedent to the exercise of the privilege of making such exchange or transfer.

The bond registrar and paying agent shall not be required to transfer or exchange bonds or portions of bonds which have been selected for redemption.

9. FORM OF BONDS. The bonds shall be in substantially the form attached hereto as Exhibit A, with such additions, deletions and modifications as are approved by the County Agency and consistent with the terms of this Resolution.
10. SECURITY. It is expected that the principal of and interest on the bonds will be paid from revenues of the System, and such revenues are hereby authorized to be used for such purpose. In addition, the full faith and credit of the County are pledged hereby to the payment of the principal and interest on the bonds authorized by this Resolution. Each year the County shall include in its budget as a first budget obligation an amount sufficient to pay such principal and interest as the same shall become due. The ability of the County to raise such funds is subject to applicable constitutional and statutory limitations on the taxing power of the County. The amount of taxes necessary to pay the principal of and interest on the bonds, together with the taxes levied for the same year, shall not exceed the limit authorized by law. To the extent that the revenues of the System are insufficient to pay the principal of and interest on the bonds, the proceeds of such taxes (both current and delinquent) shall be deposited as collected into the principal and interest fund established in section 12 hereof, and until the principal of and the interest on the bonds are paid in full, such proceeds shall be used only for payment of such principal and interest.
11. DEFEASANCE. In the event cash or direct obligations of the United States or obligations the principal of and interest on which are guaranteed by the United States, or a combination thereof, the principal of and interest on which, without reinvestment, come due at times and in amounts sufficient to pay, at maturity or irrevocable call for earlier optional redemption, the principal of, premium, if any, and interest on the bonds, or any portion thereof, shall have been deposited in trust, this Resolution shall be defeased with respect to such bonds, and the owners of the bonds shall have no further rights under this Resolution except to receive payment of the principal of, premium, if any, and interest on such bonds from the cash or securities deposited in trust and the interest and gains thereon and to transfer and exchange bonds as provided herein.
12. PRINCIPAL AND INTEREST FUND. There shall be established for the bonds a Principal and Interest Fund which shall be kept in a separate bank account, provided, however, that such Principal and Interest Fund may be pooled or combined for deposit or investment purposes with other debt retirement funds created for nonvoted debt of the County (other than any special assessment debt). From the proceeds of the sale of the bonds there shall be set aside in the Principal and Interest Fund any premium as determined by order of the County Agency and any accrued interest received from the purchaser of the bonds at the time of delivery of the same. Funds of the County to be used to pay the principal and interest on the bonds when due shall be placed in the principal and interest fund and so long as the principal or interest on the bonds shall remain unpaid, no moneys shall be withdrawn from such principal and interest fund except to pay principal and interest on the bonds.
13. CONSTRUCTION FUND. The remainder of the proceeds of the sale of the bonds shall be set aside in a construction fund and used solely to defray the cost of acquisition, construction and installation of the Project. Any unexpended balance of the proceeds of the sale of the bonds remaining in the construction fund after completion of the Project shall be deposited in the principal and interest fund established in section 12 hereof.
14. ESTIMATES OF PERIOD OF USEFULNESS AND COST. The estimated period of usefulness of the Project is hereby determined to be not less than twenty (20) years and upwards, and the plans for and the estimated cost of the Project in the amount of $5,500,000 are hereby approved and adopted.
15. APPROVAL OF MICHIGAN DEPARTMENT OF TREASURY – EXCEPTION FROM PRIOR APPROVAL. The issuance and sale of the bonds shall be subject to the County obtaining qualified status or prior approval from the Department of Treasury of the State of Michigan pursuant to Act 34, Public Acts of Michigan, 2001, as amended (“Act 34”), and, if necessary, the County Treasurer and County Agency are each hereby authorized and directed to make application to the Department of Treasury for approval to issue and sell the bonds as provided by the terms of this

Resolution and by Act 34. The County Treasurer and County Agency are authorized to pay any filing fees required in connection with obtaining qualified status or prior approval from the Department of Treasury. The County Treasurer and County Agency are further authorized to request such waivers of the requirements of the Department of Treasury or Act 34 as necessary or desirable in connection with the sale of the bonds.

16. SALE, ISSUANCE, DELIVERY, TRANSFER AND EXCHANGE OF BONDS. The County Agency is hereby authorized to determine the principal amount of the bonds to be sold and to determine the other bond details as described in section 2 hereof and the terms and conditions for optional and/or mandatory redemption as described in section 5 hereof. The bonds shall be sold at a competitive sale in accordance with the provisions of Act 34 and other applicable laws of this state. In connection therewith, the County Agency shall set the time and date for the sale of the bonds and prescribe the form of notice of sale for the bonds and do all things necessary to effectuate the sale, issuance, delivery, transfer and exchange of the bonds in accordance with the provisions of this Resolution. The bonds shall be sold at a price that is not less than 99% of their par value, as determined by the County Agency. The County Agency is hereby authorized to approve by written order the interest rates on the bonds and the winning bidder upon the sale of the bonds. The County Agency, the County Treasurer, the County Clerk and other officers and employees of the County are authorized to do all other things necessary to effectuate the sale, issuance, delivery, transfer and exchange of the bonds in accordance with the provisions of this Resolution.
17. REPLACEMENT OF BONDS. Upon receipt by the County Treasurer of proof of ownership of an unmatured bond, of satisfactory evidence that the bond has been lost, apparently destroyed or wrongfully taken and of security or indemnity which complies with applicable law and is satisfactory to the County Treasurer, the County Treasurer may authorize the bond registrar and paying agent to deliver a new executed bond to replace the bond lost, apparently destroyed or wrongfully taken in compliance with applicable law. In the event an outstanding matured bond is lost, apparently destroyed or wrongfully taken, the County Treasurer may authorize the bond registrar and paying agent to pay the bond without presentation upon the receipt of the same documentation required for the delivery of a replacement bond. The bond registrar and paying agent, for each new bond delivered or paid without presentation as provided above, shall require the payment of expenses, including counsel fees, which may be incurred by the bond registrar and paying agent and the County in the premises. Any bond delivered pursuant to the provisions of this section 17 in lieu of any bond lost, apparently destroyed or wrongfully taken shall be of the same form and tenor and be secured in the same manner as the bond in substitution for which such bond was delivered.
18. OFFICIAL STATEMENT. The County Agency and the County Treasurer are each authorized to cause the preparation of an official statement for the bonds for the purpose of enabling compliance with Rule 15c2-12 issued under the Securities Exchange Act of 1934, as amended (the "Rule") and to do all other things necessary to enable compliance with the Rule. After the award of the bonds, the County will provide copies of a "final official statement" (as defined in paragraph (f)(3) of the Rule) on a timely basis and in reasonable quantity as requested by the successful bidder or bidders to enable such bidder or bidders to comply with paragraph (b)(4) of the Rule and the rules of the Municipal Securities Rulemaking Board.
19. CONTINUING DISCLOSURE. The County Treasurer is authorized to execute a certificate of the County, constituting an undertaking to provide ongoing disclosure about the County for the benefit of the holders of the bonds as required under paragraph (b)(5) of the Rule, and amendments to such certificate from time to time in accordance with the terms of the certificate (the certificate and any amendments thereto are collectively referred to herein as the "Continuing Disclosure Certificate"). The County hereby covenants and agrees that it will comply with and carry out all of the provisions of the Continuing Disclosure Certificate.
20. TAX COVENANT. The County covenants to comply with all requirements of the Internal Revenue Code of 1986, as amended, necessary to assure that the interest on the bonds will be and will remain excludable from gross income for federal income tax purposes. The County Agency, the County Treasurer, the County Clerk and other appropriate County officials are authorized to do all things necessary to assure that the interest on the bonds will be and will remain excludable from gross income for federal income tax purposes.
21. NOTICE OF ISSUANCE OF BONDS. Within thirty (30) days after the issuance of the bonds, either (1) a copy of the final official statement or other offering or disclosure document prepared by the County in connection with the issuance of the bonds or (2) notice that such information has been filed with the Electronic Municipal Market Access system of the Municipal Securities Rulemaking Board and is publicly available shall be furnished to Bank of America, N.A. at the following locations:

Bank of America, N.A.
Mail Code: IL4-135-07-28
135 South LaSalle Street
Chicago, IL 60603
Attention: Thomas R. Denes

Bank of America, N.A.
Global Markets
One Bryant Park, 12th Floor
New York, NY 10036
Attention: Dylan Jennings,
PSB Credit Admin Assoc II

Bank of America, N.A.
Public Sector Banking
Mail Code TX1-301-18-01
301 Commerce St., Suite 1810
Fort Worth, TX 76102
Attention: Glenda Beasley

In accordance with the Bank of America Continuing Covenant Agreement, the notices provided for above shall be in writing and shall be transmitted by email to the following addresses: thomas.r.denes@bofa.com, dylan.jennings@bofa.com, and glenda.beasley@bofa.com.

22. CONFLICTING RESOLUTIONS. All resolutions and parts of resolutions insofar as they may be in conflict herewith are hereby rescinded.

Chair, the following Commissioners are sponsoring the foregoing Resolution: **Yolanda Smith Charles**.

COMMITTEE TRACKING
2026-06-03 Economic Development & Infrastructure - Forward to Finance
2026-06-03 Finance - Recommend to Board
2026-06-11 Full Board

Motioned by: Commissioner Gwen Markham
Seconded by: Commissioner Robert Smiley

Yes: Brendan Johnson, Gwen Markham, William Miller III, Robert Smiley, Yolanda Smith Charles, Linnie Taylor, Philip Weipert (7)
No: None (0)
Abstain: None (0)
Absent: (0)
Passed

ATTACHMENTS
1. Exhibit A
2. 2026-06-03 Memo Pontiac Woodward Loop Improvements
3. Project Cost Estimate
4. Map of Pontiac Woodward Loop Sewer Improvement Area

EXHIBIT A

[FORM OF BOND TO BE COMPLETED AFTER BOND SALE]

UNITED STATES OF AMERICA
STATE OF MICHIGAN
COUNTY OF OAKLAND
SEWAGE DISPOSAL SYSTEM CAPITAL IMPROVEMENT BOND, SERIES 2026

INTEREST RATE	MATURITY DATE	DATE OF ORIGINAL ISSUE	CUSIP

Registered Owner:

Principal Amount:

The County of Oakland, State of Michigan (the "County") acknowledges itself indebted to and for value received hereby promises to pay to the Registered Owner identified above, or registered assigns, the Principal Amount set forth above on the Maturity Date specified above, unless redeemed prior thereto as hereinafter provided, upon presentation and surrender of this bond at [paying agent] in the city of [city], Michigan, the bond registrar and paying agent, and to pay to the Registered Owner, as shown on the registration books at the close of business on the 15th day of the calendar month preceding the month in which an interest payment is due, by check or draft drawn upon and mailed by the bond registrar and paying agent by first class mail postage prepaid to the Registered Owner at the registered address, interest on such Principal Amount from the Date of Original Issue or such later date through which interest shall have been paid until the County's obligation with respect to the payment of such Principal Amount is discharged at the rate per annum specified above. Interest is payable on the first day of [month] and [month] in each year, commencing [month] 1, [year]. Principal and interest are payable in lawful money of the United States of America. Interest shall be computed on the basis of a 360-day year of twelve 30-day months.

This bond is one of a series of bonds aggregating the principal sum of [principal] Dollars ($[principal amount]) issued by the County under and pursuant to and in full conformity the Constitution and Statutes of Michigan (especially Act No. 34, Public Acts of 2001, as amended) and a bond authorizing resolution adopted by the Board of Commissioners of the County (the "Resolution") and an order of the Water Resources Commissioner of the County, as County Agency, for the purpose of defraying all or part of the cost of acquiring, constructing, and installing sewage disposal system improvements to the County's City of Pontiac Sewage Disposal System in the County of Oakland, Michigan (the "System").

The County has authorized the revenues of the System to be used to pay the principal of and interest on the bonds when due. In addition, the County has irrevocably pledged its full faith and credit for the prompt payment of the principal of and interest on the bonds as the same become due. The principal of, and interest on, the bonds are payable as a first budget obligation of the County from its general funds. The ability of the County to raise such funds is subject to applicable statutory and constitutional limitations on the taxing power of the County. The amount of taxes necessary to pay the principal of and interest on the bonds, together with the taxes levied for the same year, shall not exceed the limit authorized by law.

This bond is transferable, as provided in the Resolution, only upon the books of the County kept for that purpose by the bond registrar and paying agent, upon the surrender of this bond together with a written instrument of transfer satisfactory to the bond registrar and paying agent duly executed by the Registered Owner or his attorney duly authorized in writing. Upon the exchange or transfer of this bond a new bond or bonds of any authorized denomination, in the same aggregate principal amount and of the

same interest rate and maturity, shall be authenticated and delivered to the transferee in exchange therefor as provided in the Resolution, and upon payment of the charges, if any, therein provided. Bonds so authenticated and delivered shall be in the denomination of $5,000 or any integral multiple thereof not exceeding the aggregate principal amount for each maturity.

The bond registrar and paying agent shall not be required to transfer or exchange bonds or portions of bonds which have been selected for redemption.

MANDATORY PRIOR REDEMPTION

Bonds maturing in the year [year] are subject to mandatory prior redemption at par and accrued interest as follows:

[MANDATORY PRIOR REDEMPTION TABLE(S) INSERTED AFTER BOND SALE, IF NECESSARY]

Bonds or portions of bonds to be redeemed by mandatory redemption shall be selected by lot.

OPTIONAL PRIOR REDEMPTION

Bonds maturing prior to [month] 1, [year], are not subject to redemption prior to maturity. Bonds maturing on and after [month] 1, [year], are subject to redemption prior to maturity at the option of the County, in such order as shall be determined by the County, on any date on and after [month] 1, [year]. Bonds of a denomination greater than $5,000 may be partially redeemed in the amount of $5,000 or any integral multiple thereof. If less than all of the bonds maturing in any year are to be redeemed, the bonds or portions of bonds to be redeemed shall be selected by lot. The redemption price shall be the par value of the bond or portion of the bond called to be redeemed plus interest to the date fixed for redemption.

Not less than thirty nor more than sixty days' notice of redemption shall be given by first-class mail to the registered owners of bonds called to be redeemed at their registered addresses. Failure to receive notice of redemption shall not affect the proceedings for redemption. Bonds or portions of bonds called for redemption shall not bear interest after the date fixed for redemption, provided funds are on hand with the bond registrar and paying agent to redeem the same.

It is hereby certified, recited and declared that all acts, conditions and things required to exist, happen and be performed precedent to and in the issuance of the bonds of this series, existed, have happened and have been performed in due time, form and manner as required by law, and that the total indebtedness of the County, including the series of bonds of which this bond is one, does not exceed any constitutional or statutory limitation.

IN WITNESS WHEREOF, the County of Oakland, Michigan, by its Board of Commissioners, has caused this bond to be executed in its name by facsimile signatures of the Chairperson of the Board of Commissioners and the County Clerk and its corporate seal (or a facsimile thereof) to be impressed or imprinted hereon. This bond shall not be valid unless the Certificate of Authentication has been manually executed by an authorized representative of the bond registrar and paying agent.

COUNTY OF OAKLAND

By: [Form only – Not for signature]
Chairperson, Board of Commissioners

[SEAL]

And: [Form only – Not for signature]
County Clerk

[STANDARD FORMS OF AUTHENTICATION CERTIFICATE AND ASSIGNMENT TO BE INSERTED]

OAKLAND COUNTY
WATER RESOURCES COMMISSIONER

MEMORANDUM

TO: **Commissioner Yolanda Charles Smith, Chairperson of the Economic Development and Infrastructure Committee**

FROM: **Michael C. Walsh, P.E., Civil Engineer III**

SUBJECT: **Authorize the Issuance of Bonds to Fund Improvements for the City of Pontiac's Sewage Disposal System in the Woodward Loop Area**

DATE: **June 3, 2026**

On March 25, 2026, this Committee authorized the publication of a Notice of Intent to issue bonds in an amount not to exceed $5.5 million to finance the cost of improvements to the City of Pontiac's Sewage Disposal System in the Woodward Loop area. The intent is to reimburse project costs from bond proceeds. The notice was published on April 19, 2026. There has been no petition for a referendum before the expiration of the 45-day deadline.

The City of Pontiac Sewage Disposal System, which needs significant repairs and improvements, is owned by Oakland County and operated and maintained by the Water Resources Commissioner. Necessary repairs and improvements will be included in a project encompassing planning and professional services, permitting and property acquisition, construction activities and environmental and geotechnical measures, along with any other activities necessary to successfully complete the project.

At the same time, the Michigan Department of Transportation (MDOT) is completing its own project to convert the Woodward Loop surrounding downtown Pontiac from a one-way to a two-way roadway. For convenience, efficiency, and cost savings, the WRC is coordinating with MDOT to incorporate the improvements into MDOT's roadway project so both projects will be constructed concurrently. The project area is identified in the attached Figure 1.

Bonds will be issued in one or more series and secured by Oakland County's full faith and credit pledge and repaid with revenues of the system. It is anticipated that the County will advance all or a portion of the costs of the project prior to the issuance of each series of bonds, and system fund advances would be repaid from proceeds of the bonds. Oakland County can reasonably expect to seek reimbursement for its advances to the project as anticipated by the accompanying resolution.

Requested Action: Adopt the resolution as presented authorizing the issuance bonds in an amount not to exceed $5.5 million to finance the cost of improvements to the City of Pontiac Sewage Disposal System within the Woodward Loop area.

Presenters:	**Michael Walsh, P.E.,**	**walshm@oakgov.com**	**248-431-4180**
	Ben Lewis, P.E.,	**lewisbe@oakgov.com**	**248-292-9357**
	Eric McGlothlin,	**EMcGlothlin@dickinson-wright.com**	**248-433-7566**
	Steven Burke,	**steveb@mfci.com**	**804-986-1419**

City of Pontiac Sewage Disposal System
MDOT Woodward Loop Sewer Improvements
ESTIMATE OF TOTAL PROJECT COST
February 18, 2026

		Project Costs
1)	**Facility Acquisition**	
a	Construction Cost	$ 3,125,000
	Subtotal	**$ 3,125,000**
2)	**Engineering Consultants**	
a	Prelim. Engineering (Study) and Design Phase Services	$ 472,493
b	Construction Phase Services Incl. Materials Testing	$ 531,250
	Subtotal	**$ 1,004,000**
3)	**Project Financing & Legal**	
a	Bond Issuance (Legal)	$ 27,650
b	Underwriter's Discount	$ 84,000
c	Bond Issuance (Financial Consultant)	$ 13,000
d	Financial Advisor to the County (Baird)	$ 5,000
e	S&P Rating Fee	$ 17,500
f	Moody's Rating Fee	$ 15,000
g	POS/Official Statement	$ 4,500
h	Advertising	$ 2,500
i	Michigan Advisory Council (MAC) Fee	$ 450
j	Paying Agent Fee	$ 500
	Subtotal	**$ 170,000**
4)	**Right of Way**	
a	Easement Fees	$ 38,000
b	Legal Fees	$ 34,000
c	County Services	$ 15,000
	Subtotal	**$ 87,000**
5)	**Exclusive County Services**	
a	Administration	$ 29,000
b	Engineering	$ 251,000
c	Inspection	$ 168,000
d	Survey	$ 13,000
e	O&M Startup	$ 46,000
	Subtotal	**$ 507,000**
6)	**Project Subtotal**	**$ 4,893,000**
7)	**Project Contingency**	**$ 607,000**
8)	**Total Project Cost**	**$ 5,500,000**

I hereby certify the period of usefulness of these facilities to be (30) years and upwards.

By: _____
Michael C. Walsh, P.E.
Civil Engineer III

By: _____
Joel T. Brown, P.E.
Chief Engineer



WRC
WATER RESOURCES COMMISSIONER
Jim Nash

DISCLAIMER:
The information displayed in this map is compiled from recorded deeds, plats, tax maps, surveys and other public records. Although this information is intended to accurately reflect public information, it is not a legally recorded map or survey and is not intended to be used as one. Users should consult primary/original information sources where appropriate.

Figure 1
City of Pontiac
Woodward Loop Sewer Improvements by MDOT
Project Area Map

Project Area/Boundary

0 100 200 400 Feet

Date: 9/25/2025

Path: J:\Drain\MappingUnit\SANITARY-COMBINED\Special Projects\POC\Repair Projects\2021\MDOT Loop\POC MDOT Loop Improvements.mxd

OAKLAND COUNTY MICHIGAN
BOARD OF COMMISSIONERS

AGENDA ITEM: Grant Acceptance with U.S. Environmental Protection Agency for the RainSmart Rebates Program
DEPARTMENT: Water Resources Commissioner
MEETING: Economic Development and Infrastructure Committee
DATE: Wednesday, June 3, 2026 9:30 AM - Click to View Agenda

ITEM SUMMARY SHEET

COMMITTEE REPORT TO BOARD

Resolution #2026-6561
Motion to accept the $745,000 grant from the U.S. Environmental Protection Agency and authorize the Chair to execute all necessary documents to accept and implement this funding; further, acceptance of this grant does not obligate the County to any future commitment and continuation of this program is contingent upon continued future levels of grant funding; further, amend the FY 2026-2028 budgets as detailed in the attached Schedule A-Budget Amendment.

ITEM CATEGORY	SPONSORED BY
Grant	Yolanda Smith Charles

INTRODUCTION AND BACKGROUND

With a $745,000 grant from the U.S. Environmental Protection Agency, the highly regarded RainSmart Rebates program will expand beyond its initial service area within the George W. Kuhn Drain Drainage District to include 24 municipalities across southeastern Oakland County (see attached map). This grant requires no local matching funds and provides support to key partner organizations, including the Clinton River Watershed Council, Friends of the Rouge, and the Center for Watershed Protection. The latter, a national nonprofit headquartered in Maryland, is dedicated to advancing clean water and healthy ecosystems.

POLICY ANALYSIS

This is a request to accept the $745,000 grant from the U.S. Environmental Protection Agency (EPA) to fund the expansion of Oakland County's RainSmart Rebates Program. Accepting this $745,000 EPA grant provides Oakland County with a financial opportunity to scale up its environmental efforts, as the funding requires no local matching dollars. By expanding the RainSmart Rebates program across 24 southeastern municipalities in Oakland County, the county can directly empower homeowners with up to $2,000 in incentives to plant trees, install rain barrels, and build rain gardens.

However, because the green infrastructure, such as rain gardens and barrels, is on private residential properties, achieving the runoff target depends on voluntary public participation and the effectiveness of local outreach to motivate homeowners.
FISCAL IMPACT: Budget Amendment Attached

Committee members can contact Amy Aubry, Senior Analyst at 248.425.7056 or aubrya@oakgov.com or the department contact persons listed for additional information.

CONTACT

Stephanie Petriello
Sara Rubino, Drainage District Legal Counsel
Jay Blenkhorn

ITEM REVIEW TRACKING

John Basch, Water Resources Commissioner	Created/Initiated - 5/11/2026
John Basch, Water Resources Commissioner	Approved - 5/11/2026
Kelsey Cooke, Water Resources Commissioner	Approved - 5/13/2026
Amy Aubry, Board of Commissioners	Approved - 5/14/2026
Leo Lease, Fiscal Services	Approved - 5/14/2026
Diana McBroom, Risk Management	Approved - 5/14/2026
Solon Phillips, Corporation Counsel	Approved - 5/22/2026
Sheryl Johnson, Management and Budget	Approved - 5/22/2026
Amy Aubry, Board of Commissioners	Approved - 5/27/2026
Yolanda Smith Charles, Board of Commissioners	Final Approval - 6/1/2026

AGENDA DEADLINE: 05/20/2026 4:30 PM

ATTACHMENTS

1. WRC - USEPA Grant Rainsmart Rebates for Green Infrastructure - Schedule A
2. Grant Review Sign-Off memo
3. 2026-06-03 Memo Re RainSmart Rebates Program
4. Map of Expanded RainSmart Rebate Area
5. Oakland County_RainSmart Rebates Workplan_02272026
6. US EPA Notice of Award
7. Grantor Email Confirming Oakland County Has No Match Requirement
8. RainSmart Rebate Program PowerPoint
9. Grant sign off - Application
10. Exception Memo - Application

COMMITTEE TRACKING

2026-06-03 Economic Development & Infrastructure - Forward to Finance
2026-06-03 Finance - Recommend to Board
2026-06-11 Full Board

Motioned by: Commissioner Linnie Taylor
Seconded by: Commissioner Philip Weipert

Yes: Brendan Johnson, Gwen Markham, William Miller III, Robert Smiley, Yolanda Smith Charles, Linnie Taylor, Philip Weipert (7)
No: None (0)
Abstain: None (0)
Absent: (0)
Passed

Oakland County, Michigan

WATER RESOURCES COMMISSION - UNITED STATES ENVIRONMENTAL PROTECTION AGENCY GRANT FOR RAINSMART REBATES PROMOTING RESIDENTIAL GREEN INFRASTRUCTURE

Schedule "A" DETAIL

R/E	Fund Name	Division Name	Fund # (FND)	Cost Center (CCN) #	Account # (RC/SC)	Program # (PRG)	Grant ID (GRN) #	Project ID # (PROJ)	Region (REG)	Budget Fund Affiliate (BFA)	Ledger Account Summary	Account Title	FY 2026 Amendment	FY 2027 Amendment	FY 2028 Amendment
R	General Fund - Grants	Water Resources Commission	FND10101	CCN6010101	RC610313	PRG174450	GRN-1004865				610000	Federal Operating Grants	$ 386,557	$ 328,443	$ 30,000
												Total Revenue	$ 386,557	$ 328,443	$ 30,000
E	General Fund - Grants	Water Resources Commission	FND10101	CCN6010101	SC730373	PRG174450	GRN-1004865				730000	Contracted Service	$ 386,557	$ 328,443	$ 30,000
												Total Expenditures	$ 386,557	$ 328,443	$ 30,000

WHEREAS a FY2026 - FY2028 Budget Amendment for the Water Resources Commission to recognize the United States Environmental Protection Agency Grant for $745,000 in rainsmart rebates to promote residential green infrastructure .

GRANT REVIEW SIGN-OFF – Water Resources Commissioner's Office

GRANT NAME: Great Lakes Restoration Initiative, RainSmart Rebates AWD00812
FUNDING AGENCY: United States Environmental Protection Agency
DEPARTMENT CONTACT: Stephanie Petriello (947)500-7006
STATUS: Grant Acceptance (Greater than $10,000)
DATE: 05/20/2026

Please be advised the captioned grant materials have completed internal grant review. Below are the returned comments.

The Board of Commissioners' liaison committee resolution and grant acceptance package (which should include this sign-off and the grant agreement/contract with related documentation) should be placed on the next agenda(s) of the appropriate Board of Commissioners' committee(s) for grant acceptance by Board resolution.

DEPARTMENT REVIEW

Approved	05/13/2026 11:31:46 AM	05/19/2026	Heather Mason (14906) on behalf of Hailey Matthews (28332) (Grant Review Departments)	1		Heather Mason on behalf of Hailey Matthews: Approved - No HR action needed, no position impact.
Approved	05/13/2026 04:32:41 PM	05/19/2026	Robert Erlenbeck (27643) (Grant Review Departments)	1		Robert Erlenbeck: No County insurance requirements.
Approvers Added	05/14/2026 09:03:35 AM	05/19/2026	Kate Alexander (29532) (Grant Review Departments)	1		Kate Alexander: CC Assigned Attorney: Sharon Kessler; CC File #2026-0727
Approved	05/14/2026 09:03:35 AM	05/19/2026	Kate Alexander (29532) (Grant Review Departments)	1		
Approved	05/15/2026 11:07:53 AM	05/21/2026	Sharon Kessler (24996)	1		Sharon Kessler: There are no legal issues with the grant agreement.
Approved	05/19/2026 11:10:47 AM	05/19/2026	Shannon Lee (29084) (Grant Review Departments)	1		

OAKLAND COUNTY
WATER RESOURCES COMMISSIONER

MEMORANDUM

TO: **Commissioner Yolanda Smith Charles, Chairperson of the Economic Development and Infrastructure Committee**

FROM: **Stephanie Petriello, Environmental Planner**

SUBJECT: **Federal Grant Award – RainSmart Rebates Program**

DATE: **June 3, 2026**

With a $745,000 grant from the U.S. Environmental Protection Agency, the highly regarded RainSmart Rebates program will expand beyond its initial service area within the George W. Kuhn Drain Drainage District to include 24 municipalities across southeastern Oakland County (see attached map).

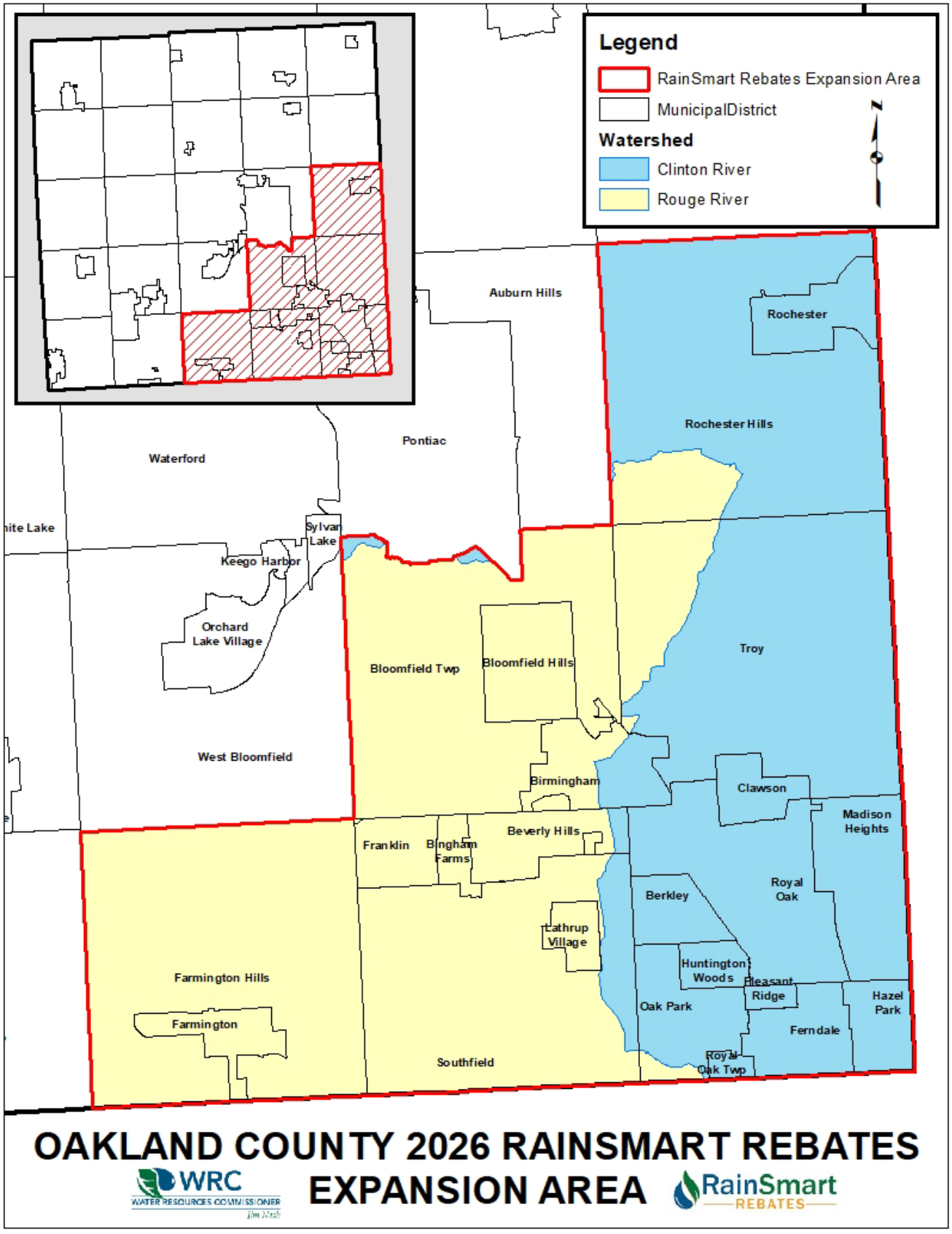
The expanded program will continue to promote green stormwater infrastructure practices aimed at reducing stormwater runoff and nonpoint source pollution. Through financial incentives, residents will be encouraged to adopt sustainable practices such as tree planting, rain barrel installation, and the creation of rain gardens on private residential properties.

Over the life of the grant, the program is expected to capture approximately 2.5 million gallons of stormwater runoff. This will significantly improve regional water quality by reducing pollutant loads entering local waterways. Primary beneficiaries include residents within the Clinton and Rouge River watersheds.

This grant requires no local matching funds from Oakland County and provides support to key partner organizations, including the Clinton River Watershed Council, Friends of the Rouge, and the Center for Watershed Protection. The latter, a national nonprofit headquartered in Maryland, is dedicated to advancing clean water and healthy ecosystems.

Requested Action: Adopt the $745,000 grant agreement from the U.S. Environmental Protection Agency and authorize the Chairperson to execute all necessary documents to accept and implement this funding.

Presenters:	Stephanie Petriello	petriellos@oakgov.com	947-500-7006
	Sara Rubino	rubinos@oakgov.com	248-410-9968
	Jay Blenkhorn	blenkhornj@oakgov.com	947-232-5119


Legend
RainSmart Rebates Expansion Area
MunicipalDistrict
Watershed
Clinton River
Rouge River
N
Auburn Hills
Rochester
Rochester Hills
Pontiac
Waterford
hite Lake
Sylvan Lake
Keego Harbor
Orchard Lake Village
Bloomfield Twp
Bloomfield Hills
Troy
West Bloomfield
Birmingham
Clawson
Madison Heights
Beverly Hills
Franklin
Bingham Farms
Berkley
Royal Oak
Lathrup Village
Huntington Woods
Pleasant Ridge
Oak Park
Hazel Park
Ferndale
Farmington Hills
Farmington
Southfield
Royal Oak Twp
OAKLAND COUNTY 2026 RAINSMART REBATES EXPANSION AREA
WRC
WATER RESOURCES COMMISSIONER
RainSmart
REBATES

GLRI Workplan
February 10, 2026

1. Project Title: RainSmart Rebates: Promoting Residential Green Infrastructure with Rebates

2. Project Funding Request: Federal Request $745,000 Applicant contribution $0

3. Bundling of Projects: N/A

4. Recipient Information and Project Manager

- **Organization Name:** Oakland County
- **Organization Address:** 1200 N. Telegraph Rd, Pontiac, MI 48341

Project Manager:

- **Contact Name:** Stephanie Petriello
- **Address:** One Public Works Drive, Building 95W, Waterford, MI 48328
- **Phone:** 947-500-7006
- **Fax:** N/A
- **E-mail:** petriellos@oakgov.com

5. Project Location(s):

	HUC 8	HUC 12	Congressional District	Municipality (Oakland County, MI)	Primary?	Central Lat/Long
Rouge River	04090004	040900040403	11 12	Bloomfield Township City of Birmingham City of Rochester Hills City of Southfield City of Troy Village of Beverly Hills Village of Bingham Farms	No	42.557 / -83.218
		040900040404	11 12	City of Farmington City of Farmington Hills City of Southfield Village of Franklin	No	42.487 / -83.321
		040900040405	12	City of Southfield Lathrup Village Southfield Township Village of Beverly Hills	No	42.475 / -83.229
Clinton River	04090003	040900030202	11 12	City of Berkley City of Birmingham City of Clawson City of Ferndale City of Huntington Woods City of Madison Heights City of Oak Park City of Pleasant Ridge City of Royal Oak City of Southfield City of Troy Royal Oak Township Village of Beverly Hills	Yes	42.514 / -83.172
		040900030203	11	City of Troy	No	42.580 / -83.139

Please see Attachment A (Project Location Map) for a more comprehensive view of the extent of the project area.

6. Project Duration[1]: March 1, 2026 to December 31, 2028

7. Project Description:
Oakland County will expand the RainSmart Rebates program for implementing green stormwater infrastructure (GSI) practices to reduce nonpoint source pollution and stormwater runoff. Activities include providing incentives for implementing sustainable stormwater practices for tree planting, rain barrel installation, and creating rain gardens on private properties. The anticipated deliverables include the implementation of over 1,500 stormwater projects on private land. The outcome will capture approximately 2.5 million gallons of runoff, significantly improving local water quality by reducing nonpoint source pollution. The intended beneficiaries are those who live, recreate, or work in the Clinton and Rouge River watersheds. As part of the program, subrecipients will conduct 1-on-1 site assessments for each homeowner accepted into the program and provide guided support on GSI design, installation, and maintenance.

8. Problem Statement:
Nonpoint source pollution significantly affects the Great Lakes by delivering excess nutrients, sediment, bacteria, and chemicals into local waterways. In southeast Michigan, the leading source of nonpoint source pollution is urban runoff, which can contain fertilizers, nutrients, oil, grease, pet waste, road salt, chemicals, etc. Stormwater that contains urban runoff can have detrimental impacts on the water quality on local and downstream waterways which ultimately effects aquatic ecosystems. In addition to the effects of nonpoint source pollution on open waterways, much of southeast Michigan still struggles with Combined Sewer Overflows (CSOs) during wet weather events that stem from a lack of capacity in combined sanitary and storm sewer systems. Although partially treated to address *E.coli* concerns, the majority of nonpoint source pollutants are not treated similar to stormwater discharges.

Widespread implementation of GSI to manage stormwater runoff that would otherwise enter the combined sewer system or local surface waterbody has been identified as an important measure for supporting ongoing efforts to reduce nonpoint source pollution. Investment in GSI also provides multiple co-benefits, such as placemaking, increasing access to greenspace, restoring pollinator habitat, mitigating flood risk, and advancing public education related to these issues.

RainSmart Rebates produces clear water quality-based outcomes through the retention and infiltration of stormwater. It meets the goals of local watershed management plans by focusing on urbanized areas, promoting the use and knowledge of GSI, and highlighting watershed resilience. As development continues to spread across the region, it's important to build a foundation for localized water management. The reliance on local municipalities and public land to manage stormwater can only achieve a portion of what is necessary for large storm events. RainSmart Rebates directly targets the largest land use (single family residential) in municipalities that were developed prior to stormwater management practices being required (such as detention). By operating in a similar manner to agricultural conservation practices, RainSmart Rebates offers incentive payments to homeowners who make the effort to detain and infiltrate stormwater on their properties.

[1] When bundling grants, the proposed duration must align with the overall budget and periods required for completion. For example, January 1, 2026 – December 31, 2028.

This project is located within the Lake Erie watershed and advances the Lake Erie Lakewide Action Management Plan (LAMP) through actions aimed at reducing nonpoint source pollution. These actions specifically call for encouraging investments in green infrastructure. From the most recent Lake Erie (2019-2023) LAMP, this project will directly address seven actions:

31 – Watershed Resilience

- Reduce inland vulnerability to extreme weather events by promoting wetland protections in flood-prone areas and expanding green infrastructure and urban forests to slow storm runoff.

32 – Critical Community Infrastructure

- Plan and implement Low Impact Development initiatives that are suited to future extreme weather events via watershed work that increases green space and green infrastructure

33 – Engagement and Education

- Encourage municipalities and landowners to implement flood mitigation actions to reduce peak flows to high-risk streams.
- Undertake community-based stewardship and education activities.

9. Proposed Work:

RainSmart Rebates started as a two-year (2024-2025) residential pilot program geared towards homeowners in the George W. Kuhn Drain Drainage District, located in the southeast corner of Oakland County, that offers homeowners up to $2,000 for implementing sustainable stormwater practices such as tree planting, rain barrel installation, or creating a rain garden on their properties. The program promotes the adoption of GSI practices on residential property through a combination of financial incentives, community engagement, and collaboration. The pilot was widely successful with over 650 projects installed and an estimated annual (March – November) capture of over 1,400,000 gallons of stormwater. The Oakland County Water Resources Commissioner's Office (WRC), partnered with two non-profit watershed councils, will continue the program and expand its boundaries for two additional years while a long-term, sustainable funding mechanism is developed.

RainSmart Rebates, administered by WRC, empowers residents to take proactive steps towards capturing stormwater before it reaches a storm or combined sewer system. The pilot years highlighted RainSmart Rebates' ability to be an effective public awareness campaign. WRC has received numerous testimonials from homeowners who completed the program and were so pleased with their experience that they then told several neighbors and friends about the benefits of GSI (see Attachment B). Given the level of interest and success of the program, WRC will extend the program boundaries to include the entire jurisdiction of several municipalities that are only partially included in the pilot area and fall within the Clinton River and Rouge River watersheds, both Great Lakes Areas of Concern.

To be a part of the program, interested homeowners must first fill out an online application with their name, contact information, and address. After an application is submitted, WRC staff determine eligibility based on current program boundaries and homeownership. If a homeowner is accepted into the program, they will receive an acceptance email with a link to schedule a mandatory site assessment. The 1-on-1 site assessment is conducted with the homeowner and a representative from their local non-profit watershed council, the Clinton River Watershed Council (CRWC) or Friends of the Rouge (FOTR). The site assessment is conducted to discuss project options and ensure project viability. This is also a time for the homeowner to ask property and project specific questions related to installation, maintenance, etc. Following the site assessment, the homeowner will receive a report with photos and information discussed during their assessment along with a list of approved projects that they may

pursue as part of the program. The homeowner is then responsible for the installation of their chosen GSI project(s). Homeowners who choose to install a rain garden must submit their design to WRC staff for approval prior to installation. This requirement ensures that the constructed rain garden is properly sized to handle the impervious surface runoff with the site-specific infiltration rate so that all parties can feel comfortable that the rain garden will function as intended. When installation is complete, participants submit a rebate request (online form) that includes documentation of installation, receipts, and adherence to long-term maintenance requirements via a Property Owner Agreement. The Property Owner Agreement states the homeowner agrees to maintain their project(s) for a minimum of five years.

As part of the program, RainSmart Rebates reserves a portion of its yearly rebate budget to help homeowners who cannot financially or physically install their project in the form of a grant. These limited grants are open to any eligible participant who self-identifies their need for assistance on their application. If awarded a grant, the program, through a partnership with the local watershed councils, will purchase and install the eligible stormwater projects for the homeowner. The homeowner is still required to sign the Property Owner Agreement that states they will maintain their project(s) for at least 5 years.

All information, from application to installation, is housed within a central GIS database that was developed by the Center for Watershed Protection (CWP) as part of the pilot program. This data is site specific to each homeowner and references the projects they discussed during their site assessment and whether or not they installed any/all projects. A portion of this data (projects installed, rebates distributed, general location) is also linked and shared to a public web map. As part of this project, CWP will expand the existing GIS tracking system to include the new, larger service area and alter the internal data management mechanisms to create a more efficient program.

Based on the outcomes of a two-year pilot program (2024-2025), it is estimated that two additional years with this grant will result in over 1,000 individual homeowner site assessments conducted by CRWC and FOTR, the installation of over 1,500 projects, and the capture of an estimated 2,500,000 gallons of stormwater runoff.

Key Program Actions and Responsible Parties:

- Program Administration and Oversight:
  - WRC
- GIS Tracking System Expansion:
  - Center for Watershed Protection (CWP)
- Site Assessments:
  - Clinton River Watershed Council (CRWC)
  - Friends of the Rouge (FOTR)
- Project Installations:
  - Homeowners
- Grant Installations:
  - Clinton River Watershed Council (CRWC)
  - Friends of the Rouge (FOTR)
- Maintenance:
  - Homeowners; Property Owner Agreement (POA) required by WRC

Name of Subrecipients	Summary of Subrecipient's Unique Capability to Perform the Project	Description of activities	Outputs/Deliverables

1. Center for Watershed Protection (CWP)	Built existing system and has extensive knowledge of the program.	• Update, expand, and improve GIS tracking system
		  ○ Expand data collection area to include the new program area
		  ○ Incorporate email automation to improve efficiency
		• Incorporate spreadsheet-based tracking into a GIS dashboard
			• Robust GIS tracking system updated to accommodate for project expansion and improve efficiency

2. Clinton River Watershed Council (CRWC)	Only organization within the Clinton River Watershed that can perform all requested activities	• Conduct 1-on-1 homeowner site assessments within the Clinton River watershed; • Install grant projects within the Clinton River watershed; • Support program initiatives as needed	• ~ 600 site assessments; • ~45 grant installations
3. Friends of the Rouge (FOTR)	Only organization within the Rouge River Watershed that can perform all requested activities	• Conduct 1-on-1 homeowner site assessments within the Rouge River watershed; • Install grant projects within the Rouge River watershed; • Support program initiatives as needed	• ~ 500 site assessments; • ~35 grant installations

All subrecipients are non-profit organizations that were selected via a non-competitive award process as they are the only organizations that can fulfill the specific requests that WRC sought for this program. CWP built the existing GIS tracking system and has extensive knowledge of the program. The bulk of CWP's subaward will be geared toward improving the efficiency of the program. Currently, all email communication, program deadlines, rebate tracking and distribution, etc. are managed separately via spreadsheets. CWP will build this tracking and functionality into the GIS database system. No additional datapoints are being collected, the data management is simply being reorganized into a more functional system. CRWC was also part of the RainSmart Rebates pilot program, so this subaward will be an extension of their existing contract.

10. Quality Documentation Requirements

EPA has reviewed the workplan and determined a Quality Assurance Project Plan (QAPP) is required for the calculation of stormwater runoff reduction. Stormwater reduction does not utilize EPA's Stormwater Calculator, as the workplan states it would be impractical to use for 1500 sites receiving

stormwater infrastructure. A calculation for Stormwater reduction is provided: volume of the rain garden is divided by the impervious drainage area to determine the maximum rainfall depth the rain garden can manage. Multiple calculation examples are shown. A QAPP is required because the workplan includes an explanation for stormwater reduction calculations, a QAPP may take the form of the workplan with a Title Page and Signature Page added.

Oakland County will submit the required QAPP to EPA through the Quality Documentation Submission Site for approval 90 days after award. The environmental information operation (EIO) activities will not start until EPA has approved the QAPP.

This project utilizes local precipitation data, homeowner installation submittals, and site assessment evaluations to estimate and report the annual stormwater capture (gallons) metric. This project has the potential to install over 1,500 new residential green infrastructure stormwater projects (rain barrels, rain gardens, and trees).

The total annual stormwater runoff collected by RainSmart Rebates rain gardens and rain barrels is calculated based on the volume of each project and the impervious area that discharges to it. Each homeowner who chooses to construct a rain garden is required to submit a design for WRC approval that indicates the rain garden, depth, infiltration rate, and impervious drainage area (see Attachment D for the required template). When their project is complete, a homeowner submits a RainSmart Rebates Reimbursement Request Form that confirms the size and depth of their garden and/or volume of their rain barrel.

To calculate the stormwater capture of each individual rain garden project, the volume of the rain garden is divided by the impervious drainage area to determine the maximum rainfall depth the rain garden can manage. For example, a rain garden with a volume of 20 cubic feet and an impervious drainage area of 200 square feet has the capacity for a 1.20-inch rain event. Similarly, a rain barrel with a capacity of 55 gallons and an impervious drainage area of 150 square feet has the capacity for a 0.59-inch rain event.

Rain Garden Example:

$$\frac{20\ ft^3 \mid 12\ in}{200\ ft^2 \mid 1\ ft} = 1.2\ in$$

Rain Barrel Example:

$$\frac{55\ gal \mid ft^3 \mid \mid 12\ in}{\mid 7.48\ gal \mid 150\ ft^2 \mid 1\ ft} = 0.59\ in$$

Ten years of daily rainfall data from a local wastewater treatment plant in Pontiac was used to estimate the average annual rainfall captured by each rain garden or rain barrel project based on their individual capacity. The rainfall data provided the daily rainfall amount in inches from 2013 to 2022. It should be noted that WRC excluded all rainfall data in December, January, and February as it is assumed the ground is frozen and there is no infiltration taking place or rain barrels have been stored for the winter.

The daily rainfall amounts were totaled and divided by 10 (years) to estimate the average annual rainfall amount. The daily rainfall amounts were used to determine the maximum annual rainfall that each project could manage. Using the example above of a 1.20-inch rain event, every daily rain total under 1.20 inches was counted and every rain event over 1.20 inches was capped at 1.20 inches. So, if it rained 3 inches in one day, only 1.20 inches was counted as the rest is assumed to overflow the rain garden. For

this example, the estimated average annual rainfall with a daily maximum of 1.20 inches is 25.65 inches. The estimated average annual rainfall (25.65 inches) was multiplied by the impervious drainage area of the rain garden (200 square feet) to estimate the total annual runoff collected by the rain garden (3,198 gallons).

Rain Garden Example:

$$\frac{25.65\ \text{in} \mid 1\ \text{ft} \mid 200\ \text{ft}^2 \mid 7.48\ \text{gal}}{\qquad\quad \mid 12\ \text{in} \mid \qquad\quad \mid \text{ft}^3} = 3{,}198\ \text{gallons}$$

Similarly, the 55-gallon rain barrel that has the capacity for a 0.59-inch rain event will be able to manage roughly 21.11 inches of rain every year. All daily rainfall amounts less than 0.59 inches were included in this sum along with up to 0.59 inches for daily rainfall amounts over 0.59 inches. Therefore, the estimated average annual rainfall amount was multiplied by the impervious drainage area discharging to the rain barrel to calculate the total annual runoff collected by the rain barrel (1,974 gallons).

Rain Barrel Example:

$$\frac{21.11\ \text{in} \mid 1\ \text{ft} \mid 150\ \text{ft}^2 \mid 7.48\ \text{gal}}{\qquad\quad \mid 12\ \text{in} \mid \qquad\quad \mid \text{ft}^3} = 1{,}974\ \text{gallons}$$

This process was conducted for each installed rain garden and rain barrel using a spreadsheet in Excel to determine the annual stormwater capture for RainSmart Rebates projects.

11. Project Results & Measuring Progress:
Prior to the start of the RainSmart Rebates pilot program, WRC and the Center for Watershed Protection developed and built a robust GIS tracking system that monitors and stores all project information within one application. At any given time, WRC can view the number of applications received, site assessments conducted, and projects installed. At the end of each program year, the number of gallons of stormwater captured annually from installed projects is calculated using local rainfall data and project installation data within the tracking system.

Workplan Objective: Implement green stormwater infrastructure (GSI) projects on private properties to reduce nonpoint source pollution and stormwater runoff and improve water quality. The primary benefit of this project is the reduction of stormwater runoff from entering waterways and/or combined sewer systems.		
Environmental Outcomes: - Reduced peak stormwater flow during intense rainfall events - Reduced vulnerability to flooding conditions within the local residential area - Protection of downstream water quality - Increased environmental awareness and stewardship - Reduced phosphorus, nitrogen, and sediment loads to the watershed		
Tasks	**Responsible Party**	**Outputs**
QAPP Development	WRC	Quality Assurance Project Plan (if necessary)
GIS Tracking System Improvements	CWP	Improved data management efficiency within the existing GIS tracking system framework
Program oversight	WRC	Contracting, subrecipient coordination, homeowner communication, homeowner rebate payments and installation verification
Homeowner engagement	WRC	Number of applications received
	CRWC and FOTR	Number of site assessments conducted
Implementation of GSI practices	Homeowners	Number of projects installed
	CRWC and FOTR	Number of projects installed
Installation verification	WRC	Number of rebate request forms received Amount ($) of rebates issued Total stormwater captured (gal) annually

12. Stakeholder/Public Communication; Conferences or public meetings:
N/A; WRC does not plan to have any organized conferences, workshops, or public meetings about this specific project. Community engagement for the pilot program was conducted primarily through social media posts and word of mouth with a very high success rate. WRC plans to spread information regarding the expansion on their website and through regional municipal partners. The Project Officer will be notified if there is a change to the scope and a public meeting will be hosted.

13. International Activities: N/A

14. The National Historic Preservation Act (NHPA) Section 106 deliverables[2]:
All RainSmart Rebates projects will take place in developed areas with all activities occurring on private, single-family residential properties within subdivisions and no structures will be impacted. It is unlikely that project activities will have any negative impact on historical, cultural, or archaeologically significant properties. The projects supported by RainSmart Rebates are limited to the installation of rain barrels, rain gardens, and trees. Rain barrels do not require any ground disturbance while trees (5-8 feet tall) and rain gardens require minimal ground disturbance. The residential rain gardens that are built through this program have an average depth of 6 inches and are, on average, around 120 square feet (see Attachment C).

Any homeowner that applies to the program within a historical preservation area will be flagged for further investigation. If it is deemed necessary, WRC will submit an application to the SHPO for compliance with Section 106 for any site in questionable areas.

15. EPA Pillar(s)/GLRI Action Plan:
Within EPA's "Powering the Great American Comeback" initiative, this project relates to the first pillar "Clean Air, Land, and Water for Every American." All RainSmart Rebates green stormwater installations will improve surface water quality by slowing down and filtering urban drainage water before entering waterways and/or sewers. Within the GLRI Action Plan IV, the RainSmart Rebates project addresses several measurements of progress (MOP) in the Nonpoint Source Pollution Focus Area as detailed below:

GLRI Action Plan IV:

- Focus Area: Nonpoint Source Pollution
    - Objective 3.2: Reduce or prevent stormwater runoff
        - MOP 3.2.1 Estimated gallons (in millions) of stormwater runoff reduced.

RainSmart Rebates directly contributes to the above goals and objectives through the implementation of multiple green stormwater infrastructure installations located in watersheds (Clinton and Rouge) with longstanding water quality impairments due in part to historic stormwater management issues commonly associated with waterways in urban and industrial areas. Estimated results are provided in the table below:

[2] NHPA Section 106 grant deliverables are documentation and actions showing you've identified historic properties, assessed project impacts (adverse or not), and resolved any negative effects, including survey reports, maps, photos, letters for SHPOs/THPOs, finding-of-effect reports, and Mitigation plans.

Applicable Measure of Progress – GLRI Action Plan	Total Anticipated
3.2.1 - Estimated gallons (in millions) of stormwater runoff reduced.	
RainSmart Rebates: Promoting Residential Green Infrastructure with Rebates	2,500,000 million gallons of stormwater capture annually
TOTAL PRIMARY MOP REPORTING STATUS	2,500,000 million gallons of stormwater capture annually

16. Collaboration and Engagement in Project Development and Related Overarching Plans:
In 2023, WRC assembled a scoping committee to aid in the development and framework of the creation of RainSmart Rebates. All fourteen municipalities within the GWK District were invited to join the committee. The scoping committee consisted of representatives from WRC, CRWC, CWP, the City of Birmingham, the City of Oak Park, the City of Royal Oak, the City of Southfield, and the Southeast Michigan Council of Governments. Over the course of one year, this committee provided valuable input on branding, community engagement, and program criteria. WRC's partnership with local organizations and stakeholders has been an integral part of the program's success. The first year of this program was dedicated to the planning and building of the program. To promote the program, WRC created a robust website that provides several videos, installation guides, example rain garden designs, lists of native plants and native plant suppliers, etc. WRC also attended and presented at several community events over the course of the pilot program.

WRC's Marketing and Communications Department created a marketing toolkit that was shared with all GWK communities to use at their own discretion on social media platforms, through written newsletters, etc. to help promote the program. Over the course of two years, RainSmart Rebates received over 950 applications from across the district to participate in the program and close to 200 email requests from residents outside of the pilot boundary to expand the program into their community. The public has wholeheartedly embraced this program as evidenced through their participation in the program and testimonials about their experience (see Attachment B). The expansion of this program will cover the entirety of local municipalities in Oakland County, Michigan (see Attachment A).

As discussed in Section 8, RainSmart Rebates directly addresses seven actions with the Lake Erie LAMP. Additionally, RainSmart Rebates addresses the goals and objectives of several other regional plans such as:

- Local watershed management plans
  - Clinton River
  - Rouge River
- Green Infrastructure Vision for Southeast Michigan
- Water Resources Strategy for Southeast Michigan
- Southeast Michigan GREEN Initiative

17. Project Milestones:

Start Date	End Date	Key Activities	Responsible Party
03/01/26	12/31/26	Improve GIS infrastructure	CWP
03/01/26	08/15/26	Open online applications	WRC
04/01/26	08/31/26	Conduct site assessments	CRWC and FOTR
04/15/26	11/30/26	Install GSI projects	Homeowners
04/15/26	11/30/26	Install grant projects	CRWC and FOTR
06/01/26	12/31/26	Issue rebates to homeowners	WRC
11/01/26	12/31/26	Produce 2026 Annual Report	WRC
03/01/27	08/15/27	Open online applications	WRC
04/01/27	08/31/27	Conduct site assessments	CRWC and FOTR
04/15/27	11/30/27	Install GSI projects	Homeowners
04/15/27	11/30/27	Install grant projects	CRWC and FOTR
06/01/27	12/31/27	Issue rebates to homeowners	WRC
11/01/27	12/31/27	Produce 2027 Annual Report	WRC
04/01/28	11/30/28	Install remaining GSI projects	Homeowners
05/01/28	10/31/28	Issue rebates to homeowners	WRC
11/01/28	12/31/28	Produce 2-year final report	WRC

18. Cooperative Agreement: N/A

19. Pre-Award Costs[3]:
Oakland County requests the approval of pre-award costs for this agreement starting on March 1, 2026. The project requires three subaward recipients to being work on time in order to fulfill the goals of the program. It is estimated the project will need $55,000 in pre-award costs to conduct the following activities:

- Subaward personnel costs to begin GIS tracking system modification by CWP.
    - Certain tasks must be completed prior to the acceptance of homeowner applications on March 8, 2026.
- Subaward personnel costs by CRWC and FOTR to hire and train technicians
    - Program applications open March 8, 2026 and site assessments start shortly after that.
        - Both CRWC and FOTR plan to hire additional personnel to accomplish the site assessment goals. The new hires must be trained on the program and site assessment protocols prior to April 1, 2026.
    - Office supplies and personal computing supplies and/or devices for new hires will need to be purchased prior to the start of site assessments.

[3] Pre-Award Term and condition - In accordance with 2 CFR 1500.9, the grantee may charge pre-award costs (both Federal and non-Federal matching shares) incurred from (the start date of the SF-424), to the actual award date provided that such costs were contained in the approved application and all costs are incurred within the approved budget period.

Subaward – CWP			Subaward – CRWC			Subaward – FOTR		
Personnel	*Fringe*	*Indirect*	*Personnel*	*Fringe*	*Supplies*	*Personnel*	*Fringe*	*Supplies*
~$7,800	~$1,600	~5,600	~$13,350	~$2,650	~$4,000	~$13,350	~$2,650	~$4,000

The tasks listed above are necessary for a successful 2026 program year. Given the time it takes homeowners to go through the process of the program, starting in March is paramount to achieving the goals set forth for the program.

20. Timely Fiscal Expenditures:
Grant funds will be expended commensurate to the progression of the project activities and reimbursement invoices will be submitted monthly.

Expenditure Period (6-month increment)	**Anticipated Drawdown Date**	**Estimated Amount**
3/1/26 to 8/31/26	10/01/26	$ 285,000.00
9/1/26 to 2/28/27	04/01/27	$ 100,000.00
3/1/27 to 8/31/27	10/01/27	$ 230,000.00
9/1/27 to 2/28/28	04/01/28	$ 100,000.00
3/1/28 to 8/31/28	10/01/28	$ 25,000.00
9/1/28 to 12/31/28	12/31/28	$ 5,000.00

21. Workplan Appendices and Attachments:
Attachment A: Project Location Map
Attachment B: Homeowner Testimonials
Attachment C: Project Photos
Attachment D: Rain Garden Design Template

22. GLRI Budget Narrative:

Object Class Category:

Personnel: N/A

- Explanation: WRC does not request any reimbursement for personnel. WRC staff who oversee the program are supported by other means and would rather use this funding for implementation efforts. One full-time Environmental Unit staff person is dedicated to this program along with periodic assistance from additional Environmental Unit staff, Marketing and Communications staff, and Finance staff.

Fringe Benefits: N/A

Equipment: N/A

Supplies: ~$5,000 (Federal Funding)

- Explanation: RainSmart Rebates rain garden signs will be purchased and distributed to homeowners who install a rain garden through the program. The design, supplier, and cost have already been established through the pilot program.

Contractual: N/A

Construction: N/A

Other Direct Costs: ~$740,000 (Federal Funding) + ~$27,500 (Program Income)

- Participant Support Costs: ~$270,000 (Federal Funding)
    - Rebates will be distributed to homeowners who participate in the RainSmart Rebates program. Each rebate amount will be unique to the homeowner, the project(s) they implement, and the rebate cap for each project. A homeowner can install up to two rain barrels, two trees, and one rain garden per property. Each property is limited to a maximum rebate of $2,000.
- Subawards: ~$470,000 (Federal Funding) + ~$27,500 (Program Income)
    - Center for Watershed Protection (CWP): ~$50,000 (Federal Funding)
        - CWP is a 501(c)(3) nonprofit organization that works to advance clean water resources and healthy ecosystems through responsible land and water management. CWP is a national leader in stormwater management and watershed planning and has conducted similar work for several other organizations.
        - CWP created the initial GIS tracking system for the RainSmart Rebates pilot program. They will expand the system to include the new service area (see Attachment A) and alter internal data management mechanisms to create a more efficient program.
        - Subaward Duration: March 1, 2026 to February 28, 2027
        - CWP's subaward will fund the following Object Class Categories:
            - *Personnel (~$26,040)*: to expand the existing system and build in more efficient program management tools, CWP requires several staff members to be involved in the project. Below is a list of staff positions and estimated hours needed:
                - Watershed Professional II (~296 Hr @ $39.13)
                - Program Manager (~51 Hr @ $73.33)
                - Watershed Professional I (~299 Hr @ $31.92)
                - Water Resources Engineer II (~30 Hr @ $39.13)
            - *Fringe Benefits (~$5,210)*: provided to staff working on the project. Full-time staff require 20%
            - *Indirect (~$18,750)*: CWP has a federally approved NICRA with a rate of 60%

- Clinton River Watershed Council (CRWC): ~$210,000 (Federal Funding) + ~$15,000 (Program Income)
    - CRWC is a 501(c)(3) nonprofit organization that is dedicated to protecting, enhancing, and celebrating the Clinton River, its watershed, and Lake St. Clair. CRWC provides residents, schools, governments, and businesses with wide-ranging programs, events, and expertise to ensure healthy waterways for all. Offerings range from restoration projects and habitat enhancements to cleanups and water quality monitoring.
    - CRWC will be contracted to conduct individual homeowner site assessments for residents that are accepted into the RainSmart Rebates program and reside within the Clinton River watershed. These site assessments provide 1-on-1 attention and allow the homeowner to receive site specific information and ask detailed questions that relate to their property, project installation, appropriate maintenance, and program criteria. The site assessments are critical to the success of the program. CRWC will also install all grant projects within the Clinton River watershed. Grants are distributed on a first come, first serve basis to applicants who are unable to physically install the project themselves or financially unable to wait for a reimbursement for their projects. In these instances, CRWC will purchase the materials and install the projects after a homeowner has a site assessment.
    - With the given budget, CRWC estimates that they can conduct roughly 600 site assessments and 45 grant installations over 2.5 years.
    - Subaward Duration: March 1, 2026 to December 31, 2027.
    - CRWC's subaward will fund the following Object Class Categories:
        - *Personnel (~$130,756.53)*: to accomplish ~600 site assessments and ~45 grant project installations, CRWC requires several staff members to be involved in the project. Below is a list of staff positions and estimated hours needed:
            - Executive Director (~104 Hr @ $57.69)
            - Finance Manager (~54 Hr @ $31.05)
            - Development & Communications Manager (~38 Hr @ $28.61)
            - Education & Stewardship Manager (~216 Hr @ $28.61)
            - Stormwater Coordinator (~216 Hr @ $22.77)
            - GSI Coordinator (~1640 Hr @ $22.77)
            - GSI Tech A (~982 Hr @ $19.50)
            - GSI Tech B (~982 Hr @ $19.50)
            - GSI Tech C (~1234 Hr @ $19.50)
            - GSI Tech D (~1234 Hr @ $19.50)
        - *Fringe Benefits (~$25,600)*: provided to staff working on the project. Full-time staff require 22.7% and part-time staff require 13.1%

- *Travel (~$8,870)*: mileage reimbursement will be request for travel to and from site assessments
- *Supplies (~$17,382.17)*: The majority of this line item includes material purchase (rain barrels, trees, rain garden plants) for grant installation projects. A smaller portion will be used for office supplies and personal computing devices for new hires who are conducting site assessments in the field.
- *Indirect (~$27,391.30)*: CRWC requests the 15% de minimus rate authorized by 2 CFR 200.414(f)
- *Program Income (~$15,000)*: As part of the program, each homeowner is required to pay $25 to reserve their site assessment appointment. This reduces the number of cancelations and no-shows and also shows homeowner commitment to proceeding with the program. Over the span of the project, CRWC has committed to ~600 site assessments that will amount to ~$15,000 in program income. Site assessment fees are collected directly by CRWC and will be used to offset personnel costs.

- Friends of the Rouge (FOTR): ~$210,000 (Federal Funding) + ~$12,500 (Program Income)
  - FOTR is a 501(c)(3) nonprofit organization that is dedicated to restoring, protecting, and enhancing the Rouge River watershed through stewardship, education, and collaboration. FOTR engages thousands of people each year in hands-on restoration and stewardship efforts throughout the Rouge River watershed through a number of public involvement and education programs.
  - FOTR will be contracted to conduct individual homeowner site assessments for residents that are accepted into the RainSmart Rebates program and reside within the Rouge River watershed. These site assessments provide 1-on-1 attention and allow the homeowner to receive site specific information and ask detailed questions that relate to their property, project installation, appropriate maintenance, and program criteria. The site assessments are critical to the success of the program. FOTR will also install all grant projects within the Rouge River watershed. Grants are distributed on a first come, first serve basis to applicants who are unable to physically install the project themselves or financially unable to wait for a reimbursement for their projects. In these instances, FOTR will purchase the materials and install the projects after a homeowner has a site assessment.
  - With the given budget, FOTR estimates that they can conduct roughly 500 site assessments and 35 grant installations over 2.5 years.
  - Subaward Duration: March 1, 2026 to December 31, 2027.
  - FOTR's subaward will fund the following Object Class Categories:

- *Personnel (~$126,330.43)*: to accomplish ~500 site assessments and ~35 grant project installations, FOTR requires several staff members to be involved in the project. Below is a list of staff positions and estimated hours needed:
    - Restoration Field Coordinator (~2203 Hr @ $37.04)
    - Restoration Manager (~208 Hr @ $45.42)
    - GSI Intern 1 (~1041 Hr @ $22.05)
    - GSI Intern 2 (~976 Hr @ $22.05)
- *Fringe Benefits (~$21,660)*: provided to staff working on the project. Full-time staff require 20.3% and part-time staff require 9%
- *Travel (~$7,400)*: mileage reimbursement will be request for travel to and from site assessments
- *Supplies (~$27,218.27)*: The majority of this line item includes material purchase (rain barrels, trees, rain garden plants) for grant installation projects. A smaller portion will be used for office supplies and personal computing devices for new hires who are conducting site assessments in the field.
- *Indirect (~$27,391.3)*: FOTR requests the 15% de minimus rate authorized by 2 CFR 200.414(f)
- *Program Income (~$12,500)*: As part of the program, each homeowner is required to pay $25 to reserve their site assessment appointment. This reduces the number of cancelations and no-shows and also shows homeowner commitment to proceeding with the program. Over the span of the project, FOTR has committed to ~500 site assessments that will amount to ~$12,500 in program income. Site assessment fees are collected directly by CRWC and will be used to offset personnel costs.

U.S. ENVIRONMENTAL PROTECTION AGENCY

Grant Agreement

GRANT NUMBER (FAIN): 00E08011 **MODIFICATION NUMBER:** 0 **PROGRAM CODE:** GL	**DATE OF AWARD** 04/22/2026
TYPE OF ACTION: New	**MAILING DATE** 04/27/2026
PAYMENT METHOD: ASAP	**ACH#** 50272

RECIPIENT TYPE:
County

Send Payment Request to:
Contact EPA RTPFC at: rtpfc-grants@epa.gov

RECIPIENT:
OAKLAND, COUNTY OF
1200 N TELEGRAPH RD
PONTIAC, MI 48341
EIN: 38-6004876

PAYEE:
OAKLAND, COUNTY OF
1200 N Telegraph Road Dept 470
PONTIAC, MI 48341

PROJECT MANAGER	EPA PROJECT OFFICER	EPA GRANT SPECIALIST
Stephanie Petriello One Public Works Dr Building 95 W Waterford, MI 48328 **Email:** petriellos@oakgov.com **Phone:** 947-500-7006	Barner Hill 77 W. Jackson Blvd., G-9J Chicago, IL 60604 **Email:** hill.barner@epa.gov **Phone:** 312-886-1977	Cody Kitchens Assistance Section II, MA-10J 77 W. Jackson Blvd. Chicago, IL 60604 **Email:** Kitchens.Cody@epa.gov **Phone:** 312-353-6553

PROJECT TITLE AND DESCRIPTION

RainSmart Rebates: Promoting Residential Green Infrastructure with Rebates

Oakland County will expand the RainSmart Rebates program for implementing green stormwater infrastructure (GSI) practices to reduce nonpoint source pollution and stormwater runoff.The activities include providing incentives for implementing sustainable stormwater practices for tree planting, rain barrel installation, and creating rain gardens on private properties.
The anticipated deliverables include the implementation of over 1,500 stormwater projects on private land. The outcome will capture approximately 2.5 million gallons of runoff, significantly improving local water quality by reducing nonpoint source pollution. Direct beneficiaries of this assistance agreement include residents of the Clinton and Rouge River watersheds.

Subrecipients activities include: Conducting 1-on-1 site assessments for each homeowner accepted into the program; Providing guided support on GSI design, installation; maintenance and altering internal data management mechanisms to create a more efficient RainSmart Rebate program.

BUDGET PERIOD	PROJECT PERIOD	TOTAL BUDGET PERIOD COST	TOTAL PROJECT PERIOD COST
03/01/2026 - 12/31/2028	03/01/2026 - 12/31/2028	$ 772,500.00	$ 772,500.00

NOTICE OF AWARD

Based on your Application dated 03/18/2026 including all modifications and amendments, the United States acting by and through the US Environmental Protection Agency (EPA) hereby awards $ 745,000.00. EPA agrees to cost-share 96.44% of all approved budget period costs incurred, up to and not exceeding total federal funding of $ 745,000.00. Recipient's signature is not required on this agreement. The recipient demonstrates its commitment to carry out this award by either: 1) drawing down funds within 21 days after the EPA award or amendment mailing date; or 2) not filing a notice of disagreement with the award terms and conditions within 21 days after the EPA award or amendment mailing date. If the recipient disagrees with the terms and conditions specified in this award, the authorized representative of the recipient must furnish a notice of disagreement to the EPA Award Official within 21 days after the EPA award or amendment mailing date. In case of disagreement, and until the disagreement is resolved, the recipient should not draw down on the funds provided by this award/amendment, and any costs incurred by the recipient are at its own risk. This agreement is subject to applicable EPA regulatory and statutory provisions, all terms and conditions of this agreement and any attachments.

ISSUING OFFICE (GRANTS MANAGEMENT OFFICE)	AWARD APPROVAL OFFICE
ORGANIZATION / ADDRESS	**ORGANIZATION / ADDRESS**
U.S. EPA, Region 5, U.S. EPA Region 5 Mail Code MCG10J 77 West Jackson Blvd. Chicago, IL 60604-3507	U.S. EPA, Region 5, Great Lakes National Program Office R5 - Region 5 77 W. Jackson Blvd., G-9J Chicago, IL 60604

THE UNITED STATES OF AMERICA BY THE U.S. ENVIRONMENTAL PROTECTION AGENCY

Digital signature applied by EPA Award Official Karen Sykes - Supervisor, Grants Management Officer	**DATE** 04/22/2026

EPA Funding Information

FUNDS	FORMER AWARD	THIS ACTION	AMENDED TOTAL
EPA Amount This Action	$ 0	$ 745,000	$ 745,000
EPA In-Kind Amount	$ 0	$ 0	$ 0
Unexpended Prior Year Balance	$ 0	$ 0	$ 0
Other Federal Funds	$ 0	$ 0	$ 0
Recipient Contribution	$ 0	$ 27,500	$ 27,500
State Contribution	$ 0	$ 0	$ 0
Local Contribution	$ 0	$ 0	$ 0
Other Contribution	$ 0	$ 0	$ 0
Allowable Project Cost	$ 0	$ 772,500	$ 772,500

Assistance Program	Statutory Authority	Regulatory Authority
66.469 - Geographic Programs - Great Lakes Restoration Initiative	Clean Water Act: Sec. 118(c) as amended by PL 114-322	2 CFR 200, 2 CFR 1500 and 40 CFR 33

Fiscal

Site Name	Req No	FY	Approp. Code	Budget Organization	PRC	Object Class	Site/Project	Cost Organization	Obligation / Deobligation
-	2605HDX014	2526	B	05HCG	000BJ7XF3	4116	-	-	$ 745,000
									$ 745,000

Budget Summary Page

Table A - Object Class Category (Non-Construction)	Total Approved Allowable Budget Period Cost
1. Personnel	$ 0
2. Fringe Benefits	$ 0
3. Travel	$ 0
4. Equipment	$ 0
5. Supplies	$ 5,000
6. Contractual	$ 0
7. Construction	$ 0
8. Other	$ 767,500
9. Total Direct Charges	$ 772,500
10. Indirect Costs: 0.00 % Base	$ 0
11. Total (Share: Recipient 3.56 % Federal 96.44 %)	$ 772,500
12. Total Approved Assistance Amount	$ 745,000
13. Program Income	$ 27,500
14. Total EPA Amount Awarded This Action	$ 745,000
15. Total EPA Amount Awarded To Date	$ 745,000

Administrative Conditions

National Administrative Terms and Conditions

General Terms and Conditions

The recipient agrees to comply with the current EPA general terms and conditions available at: https://www.epa.gov/grants/epa-general-terms-and-conditions-effective-october-1-2023-or-later.

These terms and conditions are in addition to the assurances and certifications made as a part of the award and the terms, conditions, or restrictions cited throughout the award.

The EPA repository for the general terms and conditions by year can be found at: https://www.epa.gov/grants/grant-terms-and-conditions#general.

A. Correspondence Condition

The terms and conditions of this agreement require the submittal of reports, specific requests for approval, or notifications to EPA. Unless otherwise noted, all such correspondence should be sent to the following email addresses:

- Federal Financial Reports (SF-425): rtpfc-grants@epa.gov and **kitchens.cody@epa.gov**

- All other forms/certifications/assurances, Indirect Cost Rate Agreements, Requests for Extensions of the Budget and Project Period, Amendment Requests, Requests for other Prior Approvals, updates to recipient information (including email addresses, changes in contact information or changes in authorized representatives) and other notifications: **kitchens.cody@epa.gov and hill.barner@epa.gov**

- Payment requests (if applicable): **kitchens.cody@epa.gov and hill.barner@epa.gov**

- Quality Assurance documents, workplan revisions, equipment lists, programmatic reports and deliverables: **hill.barner@epa.gov**

B. Pre-Award Costs

In accordance with 2 CFR 1500.9, the recipient may charge otherwise allowable pre-award costs (both Federal and non-Federal matching shares) incurred from 03/01/2026 to the actual award date provided that such costs were contained in the approved application and all costs are incurred within the approved budget period.

Programmatic Conditions

2026 GLRI Programmatic Terms and Conditions (updated 3/20/2026)

A. Performance Reporting and Final Performance Report

In accordance with 2 CFR 200.329, the recipient must relate financial data and project or program accomplishments to the performance goals and objectives of the EPAaward and must provide cost information to demonstrate cost-effective practices (for example, through unit cost data) when reporting program performance. The recipient agrees to submit performance reports that include information on each of the following areas: 1) A comparison of accomplishments to the outputs/outcomes established in the assistance agreement work plan for the reporting period (for example, comparing costs to units of accomplishment); 2) explanations on why established outputs/outcomes were not met; and 3) Additional information, analysis, and explanation of cost overruns or higher-than-expected-unit costs.

Additionally, the recipient agrees to notify the EPAwhen a significant development occurs that could impact the award. Significant developments include events that enable meeting milestones and objectives sooner or at less cost than anticipated or that produce different beneficial results than originally planned. Significant developments also include problems, delays, or adverse conditions which will impact the ability to meet the milestones or objectives of the award, including outputs/outcomes specified in the assistance agreement work plan. If the significant developments negatively impact the award, the recipient must include information on their plan for corrective action and any assistance needed to resolve the situation.

1. Semi-annual progress reports: Starting with the first full reporting period after the issuance of the award, the recipient shall submit semi-annual progress reports (electronically) to the EPA Project Officer by April 30 and October 31 of each year, through the life of the assistance agreement. Reporting periods shall be the 6-month periods from October 1 to March 31 and April 1 to September 30. Progress reports shall document progress in writing and in pictures, for the project during the immediately preceding reporting period and must contain sufficient information in order to ascertain that the workplan is being carried out as specified in the assistance agreement. Progress reports shall describe all of the following that apply:

(a) Work accomplished for the period, quantifying results achieved. Specify any incremental and cumulative (results achieved during the reporting period for all applicable GLRI Action Plan IV measures identified on pages 10-15 of the GLRI Action Plan IV, in accordance with any direction provided by your EPA Project Officer and the GLRI Action Plan IV Measures Reporting Planat GLRI Action Plan>, particularly:

3.2.1 - Estimated gallons (in millions) of stormwater runoff reduced.

(b) National Historic Preservation Act (NHPA) Section 106 status;

(c) Quality Assurance;

(d) Object Class Category changes;

(e) Corrective actions;

(f) Projected new work;

(g) Percent completion of scheduled work;

(h) Percent of budgeted amounts spent;

(i) Any change in principal investigator;

(j) Any change needed in project period,

(k) Date and amount of latest drawdown request along with expenditures for the reporting period; and

(l) Delays or adverse conditions which materially impair the ability to meet the outputs/outcomes specified in the assistance agreement workplan.

Grant progress reports must accurately reflect recipient's progress towards outputs and outcomes and all activities outlined in the approved work plan are being completed as agreed, and that the recipient is meeting the terms and conditions of the grant.

2.Final Report: The final Report shall incorporate all proposed project outputs and outcomes and summarize the nature and extent of the project, methodologies employed, significant events and experiences, a compilation of the data collected, and results achieved. Significant developments include events that enable meeting milestones and objectives sooner or at less cost than anticipated or that produce different beneficial results than originally planned.

Results shall include the cumulative results achieved during the project period for all proposed outputs and outcomes, including but not limited to all applicable GLRI Action Plan IV measures described in element 1 of the Semi-annual Progress Report condition above, all outputs and outcomes. The final report shall also include analysis of the data, conclusions, and recommendations.The final report shall incorporate documentation of the project and environmental progress under the project at appropriate phases, including photos, illustrations, diagrams, charts, graphs, and maps as appropriate to support the project results and measures reported.In order for the report writing costs to be eligible under the award, the draft final report must be submitted to the PO prior to the grant expiration date.Electronic versions of the Final Report shall be submitted no later than 120 days after the end of the project period.All work products shall indicate attribution to the U.S. EPA Great Lakes Restoration Initiative for funding assistance and should also acknowledge significant contributions by others. If applicable, the Final Report shall include:

A dataset (Excel or similar format) of field and laboratory data including but not limited to project latitude and longitude, date, time, field observations, parameter data, laboratory analysis,

quality assurance data

Model files including input-output data, model code, model output, and peripheral and post-processing utilities.

3. Subaward Performance Reporting: (include if subawards are included in the grant)

The recipient must report on its subaward monitoring activities under 2 CFR 200.332(d). Examples of items that must be reported if the pass-through entity has the information available are:

I. Summaries of results of reviews of financial and programmatic reports.

II. Summaries of findings from site visits and/or desk reviews to ensure effective subrecipient performance.

III. Environmental results the subrecipient achieved.

IV. Summaries of audit findings and related pass-through entity management decisions.

V. Actions the pass-through entity has taken to correct deficiencies such as those specified at 2 CFR 200.332(e) Requirements for pass-through entities, 2 CFR 200.208 Specific Conditions and the 2 CFR 200.339 Remedies for Noncompliance.

Subaward Programmatic Monitoring for Grants in Support of Areas of Concern or Lakewide Action and Management Plans (include in all non-competitive grants if subawards are included in the grant)

In addition to subaward monitoring and reporting requirements described in the Performance Reporting and Final Performance Report condition of this agreement, assistance agreement recipients who are issued non-competitive grants in support of Areas of Concern (AOC) or Lakewide Action and Management Plans (LAMPs), and who include subawards in their budget, must monitor and report on subrecipient work to ensure that it meets the objectives of the AOC or LAMP.

B. Cybersecurity Condition

Cybersecurity Grant Condition for Other Recipients, Including Intertribal Consortia

(a) The recipient agrees that when collecting and managing environmental data under this assistance agreement, it will protect the data by following all applicable State or Tribal law cybersecurity requirements.

(b) (1) EPA must ensure that any connections between the recipient's network or information system and EPA networks used by the recipient to transfer data under this agreement, are secure. For purposes of this Section, a connection is defined as a dedicated persistent interface

between an Agency IT system and an external IT system for the purpose of transferring information. Transitory, user-controlled connections such as website browsing are excluded from this definition.

If the recipient's connections as defined above do not go through the Environmental Information Exchange Network or EPA's Central Data Exchange, the recipient agrees to contact the EPA Project Officer (PO) no later than 90 days after the date of this award and work with the designated Regional/Headquarters Information Security Officer to ensure that the connections meet EPA security requirements, including entering into Interconnection Service Agreements as appropriate. This condition does not apply to manual entry of data by the recipient into systems operated and used by EPA's regulatory programs for the submission of reporting and/or compliance data.

(2) The recipient agrees that any subawards it makes under this agreement will require the subrecipient to comply with the requirements in (b)(1) if the subrecipient's network or information system is connected to EPA networks to transfer data to the Agency using systems other than the Environmental Information Exchange Network or EPA's Central Data Exchange. The recipient willbe in compliance withthis condition: by including this requirement in subaward agreements; and during subrecipient monitoring deemed necessary by the recipient under 2 CFR 200.332(d), by inquiring whether the subrecipient has contacted the EPA Project Officer. Nothing in this condition requires the recipient to contact the EPA Project Officer on behalf of a subrecipient or to be involved in the negotiation of an Interconnection Service Agreement between the subrecipient and EPA.

C. Requesting Travel Approval under the Existing Agreement

Time and travel costs along with participation in professional meetings funded under this agreement shall be reviewedby the EPA Project Officer in advance. Although EPA may have approved this type of activity as a component of the workplan, the recipient (or its representative) and subrecipients seeking to attend professional meetingsnot covered/approved in the original scope of work, mustnotify theEPA Project Officer identified on the first page of this agreement.

1. Travel Narrative

Specifically, at least 30 days in advance, the recipient shall notify the EPA Project Officer of any travel plans not previously detailed in the approved workplan by providing the Project Officer with a description of the event, the location of the event, the event sponsor, travel dates, the recipient's role in the event, the number of travelers and an itemized travel breakdown of costs (per diem, mileage, lodging, parking/tolls, airfare, etc.). The request should also include a justification describing why this travel is a necessary part of this assistance agreement. The recipient understands that any travel revisions contributing to a rebudgeting of funds from other cost categories exceeding 10% of the total budget, or an increase in grant funds requires a formal amendment to this agreement.

2. International Travel (see also EPA General Term and Condition titled “Foreign Travel”)

The recipient must request approval for international travel not approved in the workplan by submitting a request to the Project Officer at least 30 days in advance of incurring international travel costs. This request must include an explanation on why this travel is necessary to effectively carry out the approved project(s), an itemized budget (per diem, mileage, lodging, parking/tolls, airfare), number of trips, number of travelers, the country where international travel will occur, and the dates of travel if known. (The recipient understands that if it incurs international travel costs of any kind without EPA's prior approval, it does so at its own risk).

D. Use of Logos

If the GLRI logos are used on websites, engagement materials, reports or publications along with logos from other participating entities, the GLRI logo mustnotbe prominently displayed to imply that any of the recipient's or subrecipient's activities are being conducted by the EPA. Instead, the GLRI logo should be accompanied with a statement indicating that the[Insert Recipient or Subrecipient NAME]received financial support from the EPA under an Assistance Agreement.

E. Public or Media Events

The Recipient agrees to notify the EPA Project Officer listed in this award document of public or media events (such as groundbreaking events, ribbon cutting events, etc.) publicizing the accomplishment of significant events related to construction projects as a result of this agreement and provide the opportunity for attendance and participation by federal representatives with at least ten (10) working days' notice.

F. Signage
The recipient shall ensure that a visible project identification sign (with the Great Lakes Restoration Initiative logo provided by the EPA Project Officer) is erected as appropriate at each on-the-ground protection or restoration project. Each sign must give project information and credit the Great Lakes Restoration Initiative and appropriate federal agencies for funding. The recipient will determine the design, placement, and materials for each sign. The GLRI logo should be accompanied with the statement indicating that the **Oakland County**received financial support in the amount of **$745,000** from the EPA.

G. Health, Safety, and Environmental Compliance

All laboratory and field activities conducted for this project must be in accordance and compliance with all applicable health, safety and environmental laws, regulations and guidelines.

H. Management Practice
The recipient agrees to properly operate and maintain any best management practices implemented through this award in accordance with design standards and specifications.

I. Disposition of Wastes

The recipient agrees to dispose of all wastes in accordance with State and Federal regulation.

J. Timely Fiscal Expenditures

The recipient must ensure funds are expended in a timely manner commensurate with the progression of project activities. To ensure compliance with unliquidated obligations (ULO) policies, the recipient must notify the EPA Project Officer of potential drawdown delays that exceed 180 days.

K. Quality AssuranceGrant Condition for Other Grant Recipients

The recipient shall ensure that subawards involving environmental information issued under this agreement include appropriate quality documentation for the work.

Prior to beginning environmental information operations, the recipient must:

i. Develop a QAPP in accordance with the current version of EPA's Quality Assurance Project Plan (QAPP) Standard,

ii. Submit the document for EPA review, and

iii. Obtain EPA Quality Assurance Manager or designee (hereafter referred to as QAM) approval.

Quality Assurance applies to all assistance agreements involving environmental information (data collection, production, or use). The recipient shall ensure that subawards involving environmental information issued under this agreement include appropriate quality documentation for the work. All workplans will be evaluated for Quality Documentation requirements. VisitQuality Assurance Resources for Great Lakes Restoration Initiative GranteesandEPA Quality Program Directives.for more information about GLRI requirements, tools, and resources.

https://www.epa.gov/great-lakes-funding/glnpos-quality-assurance-resources-site-grantees-supporting-great-lakeshttps://www.epa.gov/quality/quality-program-directivesL. National Historic Preservation Act

Pursuant to 36 CFR 800.2(c)(4), EPA has authorized all assistance agreement recipients and applicants to initiate consultation under National Historic Preservation Act (NHPA) Section 106, 54 U.S.C. 306108 on behalf of EPA, for all grants, cooperative agreements, interagency agreements, and other projects under GLNPO's purview, including but not limited to the Great Lakes Restoration Initiative (GLRI), 33 U.S.C. 1268, and applicable appropriations acts and/or implementing regulations. EPA does not delegate its Tribal consultation responsibilities and will work with the recipient to carry out the appropriate actions.

While all assistance agreement recipients and applicants are authorized to initiate Section 106 consultation on behalf of EPA, EPA retains legal responsibility for findings and determinations

required under the Section 106 process. In addition, when applicable, EPA will consult directly under Section 106 with Indian Tribes and Native Hawaiian organizations, pursuant to 36 CFR 800.2(c)(2(ii).

Prior to conducting or engaging in any on-site activity, the grantee shall consult with an EPA Project Officer regarding the National Historic Preservation Act and, if applicable, shall assist EPA in complying with any requirements of the Act and implementing regulations. All Section 106 deliverables identified in the workplan must be submitted to the EPA Project Officer.

If unanticipated archaeological or human remains are discovered during earth-disturbing activities, stop work immediately and contact the EPA Project Officer. Do not engage in any earth-disturbing activities until an EPA official states work can resume.

L. Participant Support Costs: (If answered “yes” to Section E.10 above, need to include the following in T& C.) Refer to Title 2 CFR 200.1 Definitions for additional determination and information if necessary. Note: This question does not apply to individual fellowships subject to 40 CFR Part 46.

2 CFR 200.1, define Participant Support Costs as: direct costs for items such as stipends or subsistence allowances, travel allowances, and registration fees paid to or on behalf of participants or trainees (but not employees) in connection with meetings or training projects. EPA regulations at 2 CFR 1500.1 expand the definition of Participant Support Costs to include subsidies, rebates and other payments to program beneficiaries to encourage participation in statutorily authorized environmental stewardship programs Additionally, the Uniform Grant Guidance at 2 CFR 200.456 requires participant support costs to be documented in a financial assistance recipient's or subrecipient's policies, and to be treated consistently across grants. EPA requires participant support cost types to be allocated to the “Other” budget category.

M. Competency Policy

Project officers must ensure that the following programmatic term and condition is included in awards (exceeding or expected to exceed $200,000 in federal funds that will or are expected to involve the generation or use of environmental data:

Competency of Organizations Generating Environmental Measurement Data

In accordance with Agency Policy Directive Number FEM-2012-02l,Policy to Assure the Competency of Organizations Generating Environmental Measurement Data under Agency-Funded Assistance Agreements, The recipient agrees, by entering into this agreement, that it has demonstrated competency prior to award, or alternatively, where a pre-award demonstration of competency is not practicable, the recipient agrees to demonstrate competency prior to carrying out any activities under the award involving the generation or use of environmental data. Recipient shall maintain competency for the duration of the project period of this agreement and this will be documented by maintaining the approved QMP and/or QAPP in the grant file.

N. Program Income

Decide on a program specific basis.

In accordance with 2 CFR Part 200.307(b) and 2 CFR 1500.8(b), the recipient is hereby authorized to retain program income earned during the project period.

Project Officer must choose one or more of the options below per their approval in the Funding Recommendation and delete the options not applicable. The default use of program income under 2 CFR 1500.8(b) is “Addition.”

The recipient agrees to use the following method for applying income:

Option 1. Addition. Program income is added to the total allowable costs, increasing the overall total amount of the award. Program income must be used for the original purpose of the award and under the conditions of the assistance agreement.

The recipient must provide as part of its [Insert Quarterly, Semi-annual, or Annual and Final]performance report, a description of how program income is being used. Further, a report on the amount of program income earned during the award period must be submitted with the [Insert Quarterly, Semi-annual, or Annual and Final] Federal Financial Report, Standard Form 425.

Note: During budget negotiations program offices may authorize the recipient to deduct costs incurred in generating program income from gross program income to determine net program income as provided at2 CFR 200.307(d). In these cases the program income T&C must include the following additional statement:

In accordance with 2 CFR 200.307(d)2 CFR 200.307(d) costs incidental to generating program income may be deducted from gross income to determine program income, provided these costs have not been charged to the EPA award. The recipient must retain adequate accounting records to document that any costs deducted from program income comply with regulatory requirements.

From: Hill, Barner
To: Blenkhorn, Jay; Kitchens, Cody
Cc: Petriello, Stephanie; Keyes-Bowie, Tifanny B
Subject: RE: RainSmart Rebates Award (GL00E08011) Questions and Follow-Up
Date: Monday, May 4, 2026 1:53:35 PM
Attachments: image002.png
image003.png

CAUTION: This message is from a sender outside of the Oakland County organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good afternoon, Jay

Thank you for checking in and your question. You are correct on all 3 points that you stated below.

I hope this helps.

Barner Hill, Project Officer
Project Assistance & Oversight Section
Financial Assistance, Oversight & Management Branch
Great Lakes National Program Office – G-9J
EPA Region 5
77 W. Jackson Blvd.
Chicago, IL 60604
My hours are 7:30 am to 4 pm M-W
7:00 am to 3:30 pm Th and Fri

(312) 886-1977(WORK)
Hill.Barner@epa.gov (EMAIL)

From: Blenkhorn, Jay <blenkhornj@oakgov.com>
Sent: Friday, May 1, 2026 3:27 PM
To: Hill, Barner <hill.barner@epa.gov>; Kitchens, Cody <Kitchens.Cody@epa.gov>
Cc: Petriello, Stephanie <petriellos@oakgov.com>; Keyes-Bowie, Tifanny B <keyesbowiet@oakgov.com>
Subject: RE: RainSmart Rebates Award (GL00E08011) Questions and Follow-Up

Caution: This email originated from outside EPA, please exercise additional caution when deciding whether to open attachments or click on provided links.

Good Afternoon Barner:

My apologies for the late-Friday email, but I wanted to clarify an additional thing about the match % that is indicated in the award agreement. The budget summary shows a recipient cost-share of 3.56%:

GL - 00E08011 - 0 Page 3

Budget Summary Page

Table A - Object Class Category (Non-Construction)	Total Approved Allowable Budget Period Cost
1. Personnel	$ 0
2. Fringe Benefits	$ 0
3. Travel	$ 0
4. Equipment	$ 0
5. Supplies	$ 5,000
6. Contractual	$ 0
7. Construction	$ 0
8. Other	$ 767,500
9. Total Direct Charges	$ 772,500
10. Indirect Costs: 0.00 % Base	$ 0
11. Total (Share: Recipient 3.56 % Federal 96.44 %)	$ 772,500
12. Total Approved Assistance Amount	$ 745,000
13. Program Income	$ 27,500
14. Total EPA Amount Awarded This Action	$ 745,000
15. Total EPA Amount Awarded To Date	$ 745,000

I wanted to verify that:

1. This doesn't obligate Oakland County to pay any of that match % but simply reflects that 3.56% of the overall budget is coming from program income collected by subrecipients.
2. This doesn't obligate Oakland County to collect the program income, but just to monitor and report on the subrecipients who will be doing that.
3. When we submit for reimbursement requests, we won't be required to provide for 3.56 of the costs.

I've copied Tifanny Keyes-Bowie, Oakland County's Grant Compliance Administrator. She is helping us work through the process to receive approval from our Board of Commissioners. Tifanny, please feel free to jump in with any additional clarifications.

Thanks again and have a great weekend!

Jay Blenkhorn, *Grants & Policy Coordinator*
Oakland County Water Resources

947-232-5119
blenkhornj@oakgov.com
oakgov.com/water

From: Hill, Barner <hill.barner@epa.gov>
Sent: Thursday, April 30, 2026 1:57 PM
To: Blenkhorn, Jay <blenkhornj@oakgov.com>; Kitchens, Cody <Kitchens.Cody@epa.gov>
Cc: Petriello, Stephanie <petriellos@oakgov.com>
Subject: RE: RainSmart Rebates Award (GL00E08011) Questions and Follow-Up

CAUTION: This message is from a sender outside of the Oakland County organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi Jay,

I just want to acknowledge real-quick that your email has been received. We will look into your questions and respond as soon as we can.

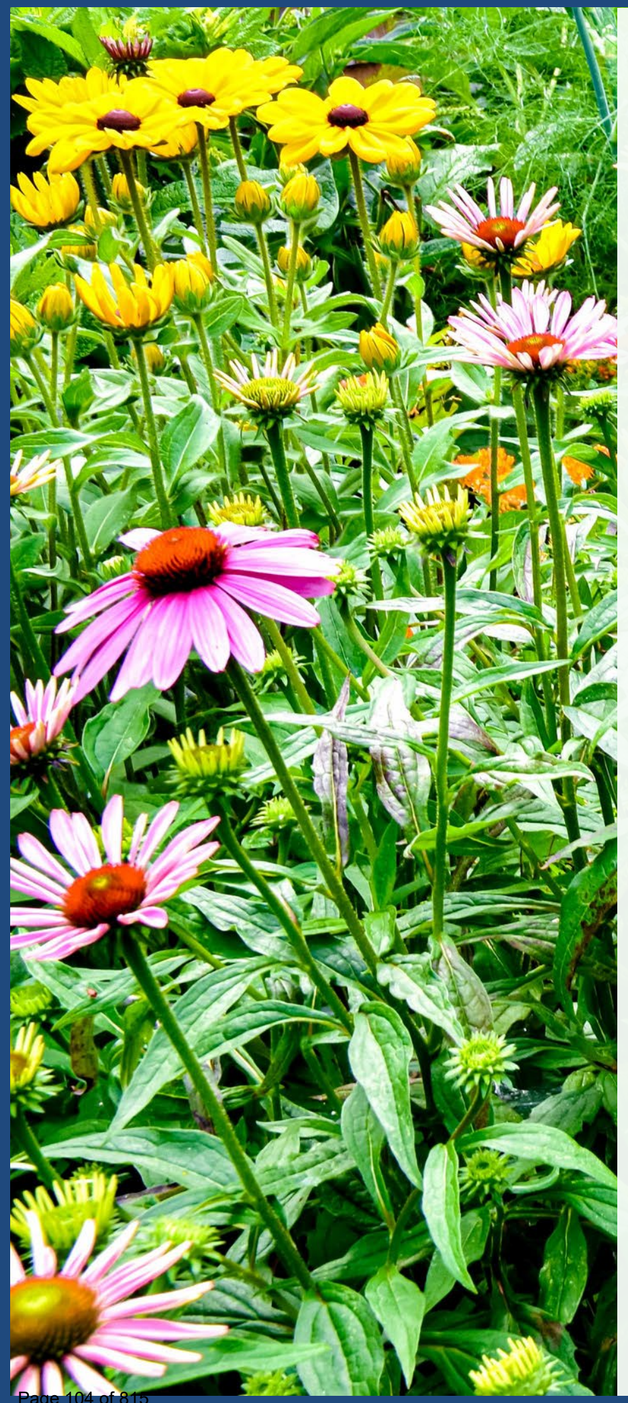
Thanks

Barner Hill, Project Officer
Project Assistance & Oversight Section
Financial Assistance, Oversight & Management Branch
Great Lakes National Program Office – G-9J
EPA Region 5
77 W. Jackson Blvd.
Chicago, IL 60604
My hours are 7:30 am to 4 pm M-W
7:00 am to 3:30 pm Th and Fri

(312) 886-1977(WORK)
Hill.Barner@epa.gov (EMAIL)

From: Blenkhorn, Jay <blenkhornj@oakgov.com>
Sent: Thursday, April 30, 2026 9:57 AM
To: Hill, Barner <hill.barner@epa.gov>; Kitchens, Cody <Kitchens.Cody@epa.gov>
Cc: Petriello, Stephanie <petriellos@oakgov.com>
Subject: RainSmart Rebates Award (GL00E08011) Questions and Follow-Up

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RainSmart
REBATES

WRC
WATER RESOURCES COMMISSIONER
Jim Nash

EPA GRANT AWARD

Economic Development and Infrastructure Committee Meeting

June 3, 2026



GOAL

The RainSmart Rebates program aims to promote environmental stewardship and help homeowners manage stormwater by offering a “rebate” for funds they spend on installing green stormwater infrastructure (rain gardens, rain barrels, trees) to enhance their property.



EPA GLRI AWARD

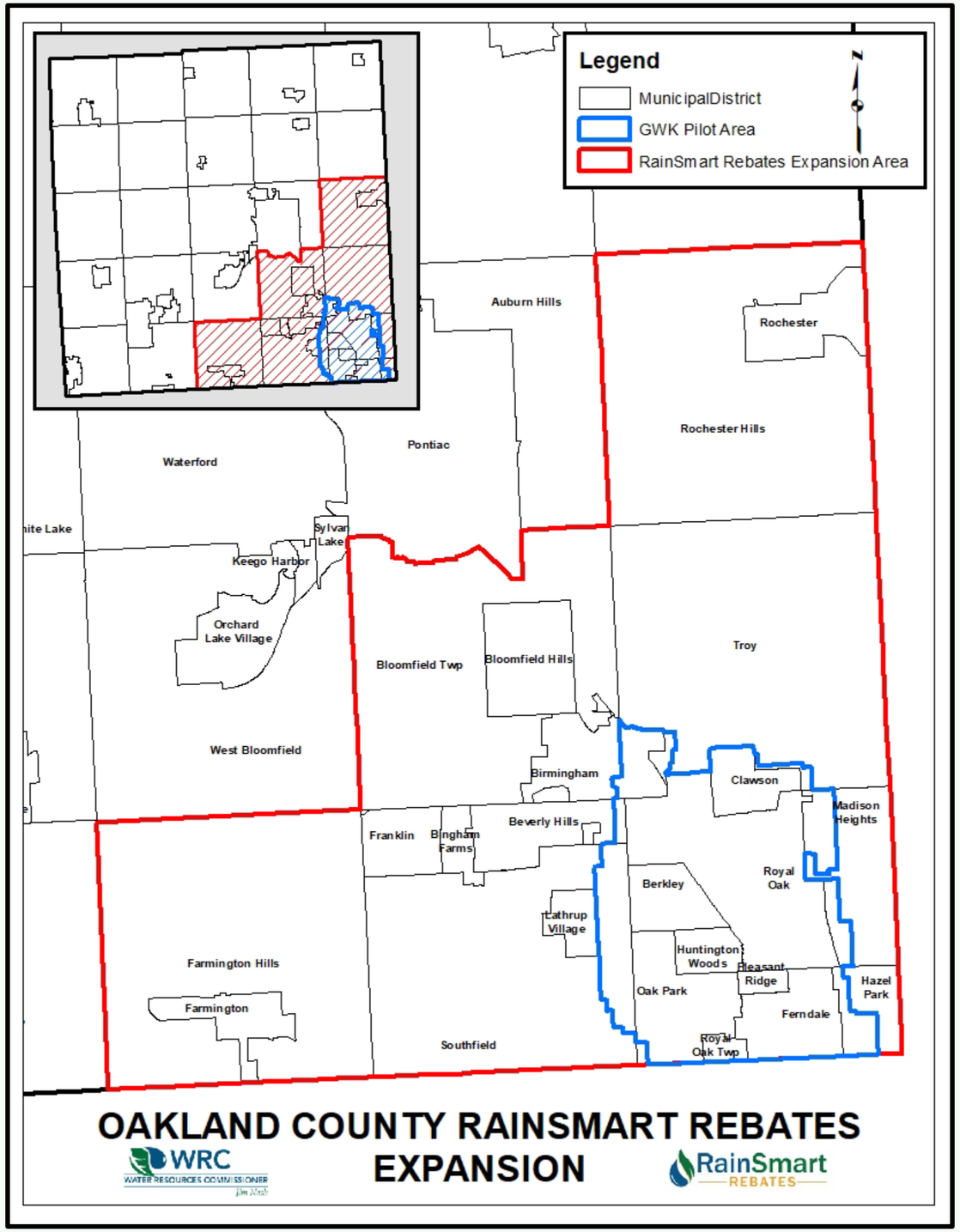
- Grant details:
  - $745,000 over 2.5 years
  - **NO COUNTY MATCH** required
  - Expand the eligible area to include the entirety of 24 municipalities
  - Incorporate Friends of the Rouge for site assessments in the Rouge River watershed



RainSmart REBATES

WRC WATER RESOURCES COMMISSIONER Jim Nash

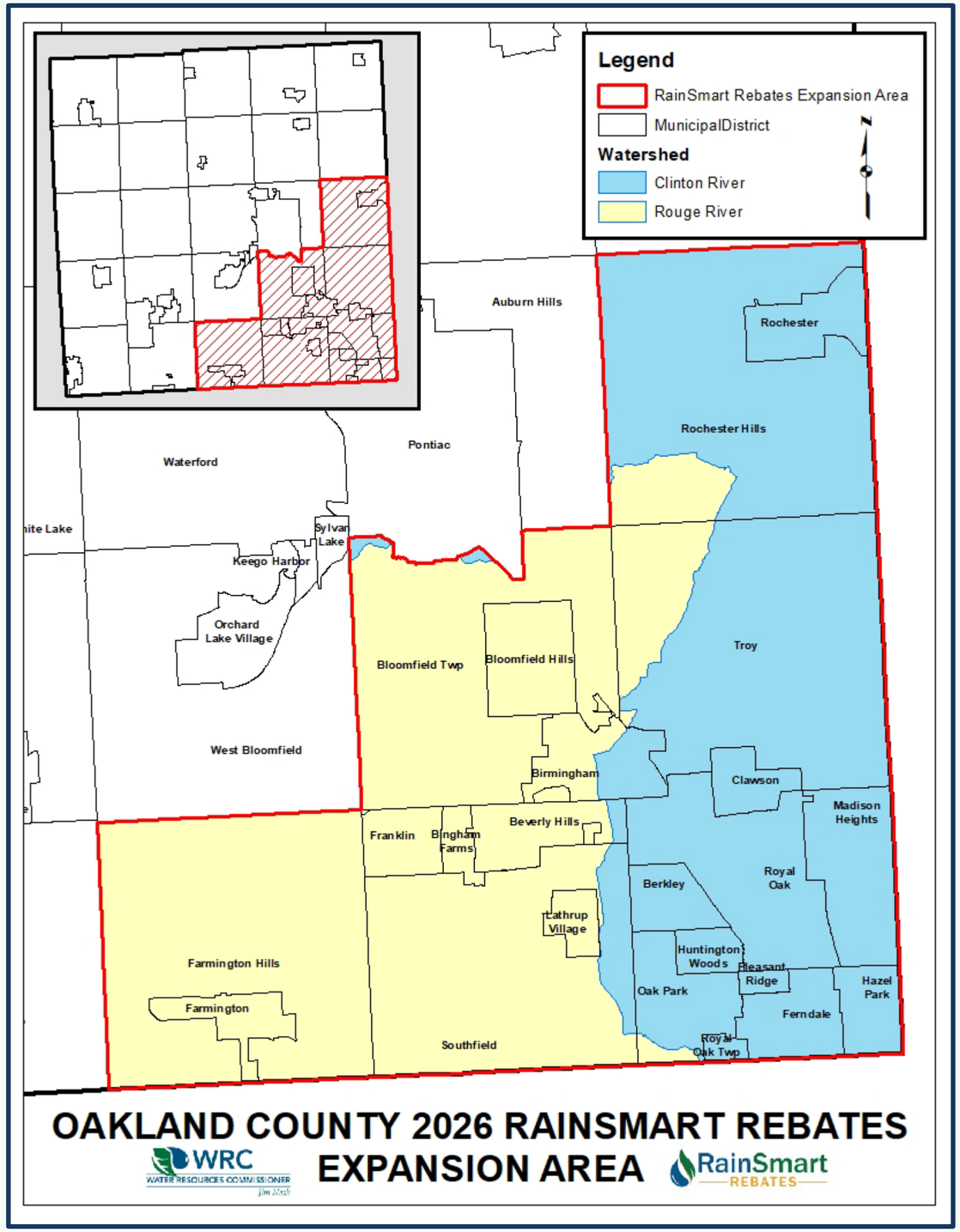
- **2024-2025:**
  - GWK PILOT AREA
    - 956 total applications
    - 482 site assessments
    - 683 projects installed by 299 homeowners



- **2026-2027:**
  - EXPANDED AREA
    - More than 650 total applications to date
    - 1,100 projected site assessments

BUDGET BREAKDOWN

	Total Grant Amount	**$ 745,000.00**
	Homeowner Rebates	$ 270,000.00
	Supplies	$ 5,000.00
Subawards ($470,000)	RWC (Site Assessments + Support)	$ 130,000.00
	CRWC (Equity Grant Installations)	$ 80,000.00
	FOTR (Site Assessments + Support)	$ 130,000.00
	FOTR (Equity Grant Installations)	$ 80,000.00
	CWP (GIS + Tracking Updates)	$ 50,000.00





QUESTIONS?

STEPHANIE PETRIELLO
Senior Environmental Planner
petriellos@oakgov.com
947-500-7006

RainSmart REBATES

WRC WATER RESOURCES COMMISSIONER
Jim Nash

rainsmart@oakgov.com

Please Note: An exception to the Board Rules request was submitted for this application. Pursuant to section IX(H)(1) of the Board Rules, the Chairperson of the Board of Commissioners is authorized to approve this grant application in excess of $50,000 without full Board approval for purposes of meeting the application deadline. Accordingly, a miscellaneous resolution is not required.

GRANT REVIEW SIGN-OFF – Water Resources Commissioner's Office

GRANT NAME: FY2026 Great Lakes Restoration Initiative, RainSmart Rebates APP00288
FUNDING AGENCY: United States Environmental Protection Agency
DEPARTMENT CONTACT PERSON: Stephanie Petriello (947) 500-7006
STATUS: Application (Greater than $50,000)
DATE: March 19, 2026

Please be advised that the captioned grant materials have completed the internal grant review. Below are the returned comments.

The Board of Commissioners' liaison committee resolution and grant application package (which should include this sign-off and the grant application with related documentation) should be downloaded into Civic Clerk to be placed on the next agenda(s) of the appropriate Board of Commissioner's committee(s) for grant acceptance by Board resolution.

DEPARTMENT REVIEW

Approved	03/13/2026 04:12:22 PM		Hailey Matthews (28332) (Grant Review Departments)	1	Hailey Matthews: Approved by Human Resources. No position implications. HR action is not needed.
Approved	03/16/2026 11:39:08 AM		Robert Erlenbeck (27643) (Grant Review Departments)	1	Robert Erlenbeck: No Oakland County insurance requirements.
Approvers Added	03/17/2026 01:10:57 PM		Kate Alexander (29532) (Grant Review Departments)	1	Kate Alexander: CC Assigned Attorney: Sharon Kessler; CC File #2026-0343
Approved	03/17/2026 01:10:57 PM		Kate Alexander (29532) (Grant Review Departments)	1	
Approved	03/18/2026 10:38:51 AM		Sharon Kessler (24996)	1	Sharon Kessler: There are no legal issues with the application documents.
Approved	03/19/2026 03:17:11 PM		Shannon Lee (29084) (Grant Review Departments)	1	

INTEROFFICE MEMORANDUM

TO: David Woodward, Chairman. Commissioner Yoland Smith Charles

FROM: JIM NASH, WATER RESOURCES COMMISSIONER.

SUBJECT: Grant Application Exception to Board Rules – RainSmart Rebates Grant

DATE: 3/13/26

CC: Tifanny Keyes-Bowie, Michael Andrews, JoAnn Stringfellow, Mike Keys, Sara Rubino, Stephanie Petriello, Jay Blenkhorn

---

I would like to formally request a submission deadline exception to the BOC rules for the following grant application:

Grant Name: Great Lakes Restoration Initiative

Grantor Agency: US EPA

Grant Invitation date: 2/13/2026

Deadline: ASAP

Amount: $745,000. No local match required.

Operating Department: Water Resources

Review Status: Application (Greater than $50,000)

Tentative BOC Schedule: 4/8/26 for Chair Letter to the Board

Communication Letter from the Chair to Board:

- EPA Key Contacts Form
- Standard Application Form SF 424
- Standard Application Budget Form SF 424A
- Pre-Award Compliance Review
- Certificate Regarding Lobbying
- Workplan
- Detailed Budget Document

Synopsis:
If awarded this grant, Oakland County will expand the RainSmart Rebates program for implementing green stormwater infrastructure (GSI) practices to reduce nonpoint source pollution and stormwater runoff into the Great Lakes. This program was originally piloted within the George W. Kuhn Drainage District (GWK). Activities include providing incentives for implementing sustainable stormwater practices for tree planting, rain barrel installation, and creating rain gardens on private properties.

Justification:
The EPA is reviewing applications and making grant awards quickly. They are time-constrained, need to obligate these funds as soon as possible, and have indicated that our proposal has a high chance of receiving an award. Also, since this would fund the program for roughly two years, it is imperative that we get our application in as soon as possible. The program can only effectively occur through the spring-autumn seasons and my office would require time to get the appropriate logistics in place to begin the program this year. We would need to promote the program, receive resident applications, get agreements in place, ensure proper residential site assessments are conducted, and allow time for installation of GIS solutions

Thank You,

OAKLAND COUNTY MICHIGAN
BOARD OF COMMISSIONERS

AGENDA ITEM: Funding for In-Line Skating Rink at Harding Park with the City of Ferndale
DEPARTMENT: Board of Commissioners
MEETING: Economic Development and Infrastructure Committee
DATE: Wednesday, June 3, 2026 9:30 AM - Click to View Agenda

ITEM SUMMARY SHEET

COMMITTEE REPORT TO BOARD

Resolution #2026-6640
Motion to approve the In-Line Skating Rink at Harding Park with the City of Ferndale as recommended by the Oakland County Community and Public Spaces Study Group in the amount of $10,000 and authorize the Chair of the Board of Commissioners to execute any necessary agreements. Further, that the necessary budget amendment shall be incorporated into a subsequent Quarterly Forecast Report.

ITEM CATEGORY	SPONSORED BY
Resolution	Penny Luebs

INTRODUCTION AND BACKGROUND

The Community and Public Spaces (CAPS) Study Group met on June 1 to discuss the recommendation of the MEDC-approved project with the City of Ferndale to create a new In-Line Skating Rink at Harding Park. The total cost of the project is $125,000. The City of Ferndale must raise $62,500 by July 10, 2026, to receive the MEDC match of $62,500. Per CAPS guidelines, CAPS will consider awarding each participant up to 35% of the total crowdfunding amount, with a cap of $10,000. **The CAPS Study Group's final recommendation was to pledge $10,000 to this project.**

About the Project
The City of Ferndale Parks & Recreation Department is thrilled to launch an exciting initiative to develop a state-of-the-art, universally-accessible inline skating rink at Harding Park in Ferndale, Michigan—and we need your support! This project responds directly to overwhelming community enthusiasm for a modern, high-quality space where skaters of all ages and abilities can enjoy the sport. We're aiming to raise $62,500, which will be matched dollar-for-dollar, enabling us to construct a facility that adheres to the latest universal accessibility and design standards. Once completed, this will be the only dedicated inline skating rink in Ferndale and a premier destination for skaters across the region. Join us in turning this exciting vision into reality!

For over 50 years, Harding Park's existing rink has served as a beloved gathering space for our community. We have maintained it for as long as possible, but it has reached a point where repairs are no longer feasible, making it difficult for skaters to fully enjoy the space. The vision for this project is to create a safe, inclusive, and modern inline skating facility that will benefit skaters of all abilities for generations to come. Funding from this campaign will support:

- Removal and replacement of the old inline skating rink.
- Installation of brand new sports flooring for a high-quality skating experience.
- Construction of ADA, barrier free accessible pathways from the parking lot and walking paths to the rink.
- New benches, trash & recycling bins for an improved visitor experience.
- New native landscaping to resolve standing water issues near the rink.

This project was approved for additional funding through MEDC for including universally designed components.

POLICY ANALYSIS

- Per the City of Ferndale, once complete, the rink would be maintained by the City. A maintenance plan is already approved and included in their budget.
- In addition to universally accessible components, the project also considered environmental factors and will include systems for stormwater management.
- The tentative start time for this project is the end of July/beginning of August.

FISCAL IMPACT: Subsequent QR Budget Amendment Required

Committee members can contact Amy Aubry, Senior Analyst at 248.425.7056 or aubrya@oakgov.com or the department contact persons listed for additional information.

CONTACT

Breanne Progar, Analyst
Penny Luebs, Commissioner

ITEM REVIEW TRACKING

Breanne Progar, Board of Commissioners	Created/Initiated - 6/1/2026
Renee Collins-Curtis, Fiscal Services	Approved - 6/2/2026
Sheryl Johnson, Board of Commissioners	Approved - 6/2/2026
Amy Aubry, Board of Commissioners	Approved - 6/2/2026
Yolanda Smith Charles, Board of Commissioners	Final Approval - 6/2/2026

AGENDA DEADLINE: 05/20/2026 4:30 PM

ATTACHMENTS

1. Ferndale Final - Oakland County CAPS Review Guidelines

COMMITTEE TRACKING

2026-06-03 Economic Development & Infrastructure - Recommend to Board
2026-06-11 Full Board

Motioned by: Commissioner Linnie Taylor
Seconded by: Commissioner Yolanda Smith Charles

Yes: Brendan Johnson, Gwen Markham, William Miller III, Robert Smiley, Yolanda Smith Charles, Linnie Taylor, Philip Weipert (7)

No: None (0)
Abstain: None (0)
Absent: (0)
Passed

- Any applicant that the Oakland County CAPS Study Group reviews will have already undergone MEDC's application review and approval, per MEDC's Public Spaces Community Places Application Guide .
- Once the application has been recommended by the Study Group, it will be referred to the EDI Committee for recommendation to the Full Board.

1. **Funding Considerations**
   What dollar amount is Oakland County being asked to pledge toward this project?
   NOTE: The funding amount awarded to each participant will be up to 35% of the total crowdfunding amount, with a cap of $10,000.

   $10,000

2. **Has the applicant been considered for the Oakland County (OC) CAPS donor match already?**
   If yes, the applicant will be placed on "hold" to receive Oakland County funding until new/other applicants have the opportunity to receive funding.
   ☐ Yes
   ☒ No

3. **Strategic Alignment and Policy Consistency (10 points)**
   Does the project advance County goals and long-term strategies? (Oakland County Strategic Framework)

	Criteria
0–2	Little to no alignment with County goals or strategic priorities.
3–5	Partial alignment; connection to County goals is present but limited or unclear.
6–8	Strong alignment; clearly supports identified County goals and long-term strategies.
9–10	Exceptional alignment; directly advances multiple strategic priorities with measurable impact.

   Score Awarded: 10 / 10

4. **Fiscal Stewardship (10 points)**
   Does the project demonstrate responsible use of public funds through a clear plan for long-term operations and maintenance without future subsidy?

	Criteria
0–2	Budget or sustainability plan is unclear, unrealistic, or dependent on future subsidy.
3–5	Basic financial plan provided but lacks long-term clarity or full sustainability.
6–8	Solid financial plan with reasonable long-term operational sustainability.
9–10	Comprehensive, well-documented financial plan demonstrating strong fiscal responsibility and long-term independence.

   Score Awarded: 10 / 10

5. **Community Impact and Equity Outcomes (5 points)**
   Does the project demonstrate meaningful public benefit through community support and inclusive access?

	Criteria
0	Limited public benefit; minimal evidence of community support or inclusive access.
3	Demonstrates moderate public benefit and some community support.
5	Demonstrates strong public benefit, documented community support, and clear inclusive access.

   Score Awarded: 5 / 5

6. **Design Quality and Placemaking Value (5 points)**
   Does the project demonstrate durability and long-term usability for the community?

	Criteria
0	Design lacks durability or long-term usability.
3	Functional design with reasonable durability and usability.
5	High-quality design demonstrating durability, long-term value, and strong placemaking impact.

Score Awarded: 5 / 5

7. **Will the Oakland County Caps Study Group recommend the use of Oakland County donor funds for this project?**
   ☒ Yes
   ☐ No

Total Score Awarded: 30/ 30

OAKLAND COUNTY MICHIGAN
BOARD OF COMMISSIONERS

AGENDA ITEM: Fiscal Year 2026 Appropriation for Local Road Improvement Program
DEPARTMENT: Board of Commissioners
MEETING: Economic Development and Infrastructure Committee
DATE: Wednesday, June 3, 2026 9:30 AM - Click to View Agenda

ITEM SUMMARY SHEET

COMMITTEE REPORT TO BOARD

Resolution #2026-6636
Motion to approve the projects listed on the attached Schedule B and authorize the release of Local Road Improvement Program funds from the Non-Departmental Transfers (9090101) line item Local Road Funding Program (#740085); further, authorize the Chair of the Board of Commissioners to enter into the attached cost participation agreement with the municipalities for the 2026 Local Road Improvement Program, as prepared by Corporation Counsel; further, request the Oakland County Clerk to forward copies of this resolution to Oakland County Fiscal Services and the municipalities participating in the 2026 Local Road Improvement Program; further, amend the FY 2026 budget as detailed in the attached Schedule A – Budget Amendment.

ITEM CATEGORY	SPONSORED BY
Budget Amendment	Brendan Johnson, Charles Cavell, Linnie Taylor, David Woodward, Marcia Gershenson, Karen Joliat, Penny Luebs, William Miller III, Gwen Markham, Ann Erickson Gault, Robert Hoffman, Kristen Nelson, Michael Gingell, Yolanda Smith Charles, Michael Spisz, Philip Weipert, Robert Smiley, Angela Powell, Christine Long

INTRODUCTION AND BACKGROUND

Communities seeking to attract and retain businesses, preserve jobs, and encourage investment need a well-maintained road infrastructure. To support cities and villages in Oakland County with road construction, maintenance, and repair, the Oakland County Board of Commissioners established the Local Road Improvement Program (LRIP). This program funds targeted projects that enhance road safety, infrastructure, and economic development. Serving a range of large cities, mid-size suburbs, and small villages, the LRIP improves transportation reliability and longevity while boosting local economies through better access and road quality. The LRIP represents a high-impact investment in both infrastructure and economic development.

On September 18, 2025, the Board of Commissioners approved Miscellaneous Resolution #2025-5690 _ 25-33, which appropriated $2,000,000 in the General Fund Non-Departmental Transfers Local Road Improvement Program line item for projects managed by the Board of Commissioners. The balance of unused funds from 2025, in the amount $36,471, was rolled over allowing for a maximum of $2,036,471 to go towards eligible LRIP projects in 2026.

Note - The applications for the Local Road Improvement Program (LRIP) were reviewed and approved by the LRIP Special Committee on June 3, 2026.

FISCAL IMPACT: Budget Amendment Attached

Committee members can contact Amy Aubry, Senior Analyst at 248.425.7056 or aubrya@oakgov.com or the department contact persons listed for additional information.

CONTACT

Amy Aubry, Analyst Senior

ITEM REVIEW TRACKING

Amy Aubry, Board of Commissioners	Created/Initiated - 5/29/2026
Ebru Adoglu-Jones, Board of Commissioners	Approved - 6/1/2026
Sheryl Johnson, Board of Commissioners	Approved - 6/2/2026
Amy Aubry, Board of Commissioners	Approved - 6/2/2026
Yolanda Smith Charles, Board of Commissioners	Final Approval - 6/2/2026

AGENDA DEADLINE: 05/20/2026 4:30 PM

ATTACHMENTS

1. Schedule A-Budget Amendment_2026LRIP
2. Schedule B - Local Road Improvement Program 2026
3. 2026 LRIP Cost Participation Agreement

COMMITTEE TRACKING

2026-06-03 Economic Development & Infrastructure - Recommend to Board
2026-06-11 Full Board

Motioned by: Commissioner William Miller III
Seconded by: Commissioner Robert Smiley

Yes: Brendan Johnson, Gwen Markham, William Miller III, Robert Smiley, Yolanda Smith Charles, Linnie Taylor, Philip Weipert (7)
No: None (0)
Abstain: None (0)
Absent: (0)
Passed

Oakland County, Michigan
Board of Commissioners - Fiscal Year 2026 Appropriation for Local Road Improvement Program
Schedule "A" DETAIL

R/E	Fund Name	Division Name	Fund # (FND)	Cost Center (CCN) #	Account # (RC/SC)	Program # (PRG)	Grant ID (GRN) #	Project ID # (PROJ)	Region (REG)	Budget Fund Affiliate (BFA)	Ledger Account Summary	Account Title	FY 2026 Amendment	FY 2027 Amendment	FY 2028 Amendment
E	General Fund	Non-Department	FND10100	CCN9010101	SC740085	PRG153000					740000	Local Road Funding Program	$ 2,015,098.00		
E	General Fund	Non-Department Transfers	FND10100	CCN9090101	SC740085	PRG196030					740000	Local Road Funding Program	$ (2,000,000.00)	$ -	$ -
E	General Fund	Non-Department Transfers	FND10100	CCN9090101	SC730359	PRG196030					730000	Contingency	$ (15,098.00)		
												Total Expenditures	$ -	$ -	$ -

Local Road Improvement Program 2026 - SCHEDULE B

Municipality	Project Budget	County Contribution	Project No.	Scope of Work
City of Auburn Hills	$3,212,442	$75,015	2026-01	Reconstruction of Patrick Henry and Birchfield
City of Berkley	$227,500	$37,069	2026-02	Road Repairs and Joint Sealing on Various City Roads
Village of Beverly Hills	$1,215,517	$25,600	2026-03	Reconstruction of Pierce St, Birwood Ave, and Kirkshire Ave
City of Birmingham	$1,595,260	$74,574	2026-04	Repaving of N. Old Woodward between Oak Street and Woodward Ave
City of Bloomfield Hills	$116,941	$17,408	2026-05	Maintenace of Trowbridge, Canterbury, Canterbury Crescent, Eton Cross, and Burnham
City of the Village of Clarkston	$7,208	$3,208	2026-06	Repair of Various City Roads
City of Clawson	$1,200,000	$28,284	2026-07	Resurface E. 14 Mile between Bellevue and Rochester Rd
City of Farmington	$225,525	$21,525	2026-08	Concrete Replacement at Various Locations on Oakland Rd
City of Farmington Hills	$400,335	$190,335	2026-09	Road Improvements to Various City Roads
City of Ferndale	$115,875	$55,719	2026-10	Pavement Repairs to Jarvis St between Wanda and West End
City of Hazel Park	$205,679	$48,657	2026-11	Pavement Maintenance of Various City Streets
Village of Holly	$33,310	$15,310	2026-12	Resurfacing of John St between Maple St and Martha St
City of Huntington Woods	$1,275,013	$13,622	2026-13	Pavement Reconstruction of Parkwood Dr between Roycourt and Ludlow Ave
City of Keego Harbor	$9,056	$4,528	2026-14	Crack Sealing on City Roads
City of Lake Angelus	$500	$241	2026-15	Regrading of Various City Roads
Village of Lake Orion	$15,673	$7,837	2026-16	Crack Sealing on Various Village Streets
City of Lathrup Village	$589,990	$19,824	2026-17	Reconstruction of Rainbow Circle between Red River and Rainbow Dr
Village of Leonard	$906,428	$3,008	2026-18	Rehabilitation of Forest St
City of Madison Heights	$380,943	$81,008	2026-19	Concrete Sectional Replacement on Various City Roads
Village of Milford	$51,128	$21,128	2026-20	Concrete and Asphalt Repairs on Various Village Streets
City of Novi	$4,497,779	$128,468	2026-21	Reconstruction of Beck Road between 11 Mile Rd and Grand River Ave
City of Oak Park	$137,345	$68,658	2026-22	Reconstruction of Local Roads within and surrounding the 11 Mile Social District
City of Orchard Lake Village	$10,552	$5,276	2026-23	High Visibility Striping on Old Orchard Trail
Village of Oxford	$750,000	$12,952	2026-24	Resurfacing of East St
City of Pleasant Ridge	$37,630	$7,630	2026-25	Intersection Pavement Repair on Ridge Road at Millington, Poplar Park, and Oakland Park
City of Pontiac	$420,123	$209,114	2026-26	Resurfacing of Edison St between Montcalm and Whitfield and Wolfe St between Edison and Glenwood
City of Rochester	$297,037	$30,018	2026-27	Reconstruction of Letica Dr from Elizabeth St to Parkdale Rd
City of Rochester Hills	$3,632,211	$132,211	2026-28	Reconstruction of Various City Roads
City of Royal Oak	$2,309,580	$207,150	2026-29	Reconstruction of Catalpa Dr between Woodward Ave and Main St
City of South Lyon	$75,000	$15,859	2026-30	Concrete and Catch Basin Repairs to Wells St
City of Southfield	$1,970,800	$193,790	2026-31	Reconstruction of Mt. Vernon St between Southfield Rd and Greenfield Rd
City of Sylvan Lake	$377,764	$4,311	2026-32	Repaving of Garland, Maplewood, and Cheltingham
City of Troy	$1,300,000	$194,405	2026-33	Road Improvements to Civic Center Dr between Big Beaver and Town Center
City of Walled Lake	$32,736	$15,254	2026-34	Repaving of Leon Street and the Intersection of Ladd and Osprey
City of Wixom	$90,000	$37,653	2026-35	Concrete Road Replacements and Repairs on Various City Roads
Village of Wolverine Lake	$34,449	$8,449	2026-36	Crack Sealing on all Major and Local Village Roads
TOTAL:	**$27,757,329**	**$2,015,098**		

LOCAL ROAD IMPROVEMENT PROGRAM

COST PARTICIPATION AGREEMENT

[Scope of Work]

[ENTER IN MUNICIPALITY]

Board Project No. 2026-[XX]

This Agreement, made and entered into this date, , by and between the Board of Commissioners of the County of Oakland, Michigan, hereinafter referred to as the BOARD, and the [MUNICIPALITY], hereinafter referred to as the COMMUNITY, provides as follows:

WHEREAS, the BOARD has established the Local Road Improvement Matching Fund Program, hereinafter the PROGRAM, for the purposes of improving economic development in Oakland County cities and villages. The terms and policies of the PROGRAM are contained in Attachment A. The BOARD intends the PROGRAM to assist its municipalities by offering limited funds, from state statutory revenue sharing funds, for specific, targeted road maintenance and/or improvement projects on roadways under the jurisdiction of cities and villages; and

WHEREAS, the BOARD shall participate in a city or village road project in an amount not exceeding 50% of the cost of the road improvement, hereinafter referred to as the PROJECT, and also not exceeding the Preliminary Distribution Formula as it relates to the COMMUNITY, (Attachment B); and

WHEREAS, the COMMUNITY has identified the PROJECT as the [SCOPE OF WORK], which improvements involve roads under the jurisdiction of and within the COMMUNITY and are not under the jurisdiction of the Road Commission for Oakland County or state trunk lines; and

WHEREAS, the COMMUNITY has acknowledged and agreed to the BOARD's policies regarding the PROGRAM, Attachment A, including the provisions requiring reimbursement of unspent funds, and further acknowledge and agree that the PROJECT's purpose is to encourage and assist businesses to locate and expand within Oakland County and shall submit a report to the BOARD identifying the effect of the PROJECT on businesses in the COMMUNITY at the completion of the PROJECT. In addition, the COMMUNITY acknowledges that the program is meant to supplement and not replace funding for existing road programs or projects; and

WHEREAS, the COMMUNITY has acknowledged and agreed that the PROGRAM is expressly established as an annual program and there is no guarantee that the PROGRAM will be continued from year to year. The BOARD anticipates that most PROJECTS funded under the PROGRAM will be completed by the end of calendar year 2026. There is no obligation on behalf of the BOARD to fund either the PROJECT or the PROGRAM in the future; and

WHEREAS the COMMUNITY has acknowledged and agreed that the COMMUNITY shall assume any and all responsibilities and liabilities arising out of the administration of the PROJECT and that Oakland County shares no such responsibilities in administering the PROJECT; and

WHEREAS, the estimated total cost of the PROJECT is $[$XX,XXX]; and

WHEREAS, said PROJECT involves certain designated and approved Local Road Improvement Matching Funds in an amount not to exceed $[COUNTY PORTION - $XX,XXX], which amount shall be paid to the COMMUNITY by the BOARD; and

WHEREAS, the BOARD and the COMMUNITY have reached a mutual understanding regarding the cost sharing of the PROJECT and wish to commit that understanding to writing in this Agreement.

NOW, THEREFORE, in consideration of the mutual covenants set forth herein and in conformity with applicable law and BOARD resolution(s), it is hereby agreed between the COMMUNITY and the BOARD that:

1. The BOARD approves of the PROJECT, and in reliance upon the acknowledgements of the COMMUNITY, including the COMMUNITY'S adherence to the BOARD'S policies as expressed in Attachment A, and hereby finds that the PROJECT meets the purpose of the PROGRAM.

2. The BOARD approves of a total funding amount under the PROGRAM for the PROJECT in an amount not to exceed $[COUNTY PORTION - $XX,XXX]. The COMMUNITY shall submit an invoice to the COUNTY in an amount not to exceed $[COUNTY PORTION - $XX,XXX].

   a. The Invoice shall be sent to:

      Amy Aubry, Analyst
      Board of Commissioners
      1200 N. Telegraph, Bldg 12E
      Pontiac, MI 48341
      aubrya@oakgov.com

3. Upon receipt of said invoice and upon execution of this Agreement, the BOARD shall pay the COMMUNITY in an amount not to exceed $[COUNTY PORTION - $XX,XXX] from funds available in the PROGRAM.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement the day and date first written above.

OAKLAND COUNTY BOARD OF COMMISSIONERS

By: _____
David T. Woodward

Its: Chair

COMMUNITY

By: _____

Its: _____

COMMUNITY

By:

Its:

OAKLAND COUNTY MICHIGAN
BOARD OF COMMISSIONERS

AGENDA ITEM: Sponsorship of the Village of Wolverine Lake 39th Annual Fireworks Display
DEPARTMENT: Board of Commissioners
MEETING: Finance Committee
DATE: Wednesday, June 3, 2026 11:00 AM - Click to View Agenda

ITEM SUMMARY SHEET

COMMITTEE REPORT TO BOARD

Resolution #2026-6626
Motion to approve a sponsorship in the amount of $2,500 from the FY 2026 Board of Commissioners General Fund Sponsorship line-item budget to On&Up, a 501(c)(3) nonprofit charitable organization, to support the Village of Wolverine Lake's 39th Annual Fireworks display. Further, authorize the Board Chair to execute any necessary agreements on behalf of Oakland County. Additionally, require that On&Up publicly recognize Oakland County's support, submit an outcomes report to the Board of Commissioners by the end of the calendar year detailing estimated attendance, participation, services delivered, public safety feedback, and resident impact, and provide proof of expenditure upon request.

ITEM CATEGORY	SPONSORED BY
Special Project	Christine Long

INTRODUCTION AND BACKGROUND

Please provide the full name, title, and organization of the person submitting this request.
David W. Gillam, Village Administrator, Village of Wolverine Lake

Please provide the requester's email address and phone number.
admin@wolverinelake.com; 248-624-1710

Please provide the organization's address and website, if applicable.
425 Glengary Road, Wolverine Lake, MI 48390
www.wolverinelake.com

Please identify whether the organization is a governmental entity, a nonprofit, or another type of entity, and include tax status if applicable.
Governmental entity

Please identify the sponsoring Commissioner(s) for this request.
Christine Long

Describe what you are requesting the Board to fund and what the public will receive as a result.
The Village of Wolverine Lake is requesting sponsorship support for its 39th Annual Tiki Night Fireworks display on Wolverine Lake. The public will receive a free fireworks display provided for Village residents and visitors from neighboring communities.

Is this request best classified as a sponsorship of an event or support for a program? Sponsorship generally supports a one-time event and includes recognition/visibility, while a Program supports services, deliverables, or lasting community benefit beyond a single event.
Sponsorship

If this request includes an event, please provide the event date(s), location(s), expected attendance, and whether the event is free and open to the public.
The 39th Annual Tiki Night Fireworks will be held on Friday, July 3, 2026, on Wolverine Lake. Estimated attendance is approximately 10,000 people. The event is free and open to the public.

What is the total budget for the overall project, program, or event, and what is the specific amount requested from the Board of Commissioners? Please present both figures clearly and explain how the requested amount fits into the total budget.
The total budget for the fireworks display is $40,000. The Village is requesting $2,500 from the Board of Commissioners to help underwrite the cost of the fireworks display.

Please provide a narrative budget explanation describing what costs exist in the overall budget and which costs the Board's requested funds would pay for.
The $40,000 budget represents the cost of the fireworks display itself, provided by Gen-X Pyrotechnics of White Lake. Board funds would help underwrite the cost of the display.

Please describe all confirmed funding partners, matching funds, sponsorships, or in-kind contributions, and specify the amount or estimated value of each.
The Onwards and Upwards Community Enrichment Fund is contributing $25,000 toward the fireworks display. The Village of Wolverine Lake is contributing $15,000. The City of Walled Lake, City of Wixom, Commerce Township, and the Michigan Department of Natural Resources are providing in-kind first responder services before, during, and after the fireworks display, with an estimated value of $10,000 to $15,000.

If contributions are not yet confirmed, please describe what is anticipated, what is pending, and when decisions will be made.
All contributions are confirmed except for this request for support from the Board of Commissioners.

If the Board does not fund this request, what would change, be reduced, or not occur?
The fireworks display will proceed as planned. However, Board support would allow the Onwards and Upwards Community Enrichment Fund to reallocate a portion of its support to other community initiatives.

Please explain the public purpose of the project in clear terms, including how Oakland County residents will benefit.
The Tiki Night Fireworks display provides a safe, family-friendly community event for residents of Wolverine Lake and neighboring Oakland County communities. The 2026 event will also be part of the celebration of the nation's semiquincentennial, marking 250 years since the adoption of the Declaration of Independence.

Please explain what the County receives in return for the expenditure. If the request is a sponsorship, describe recognition benefits. If the request is a program, describe program deliverables and measurable public outcomes.
Oakland County will be publicly recognized as a supporter of the 39th Annual Tiki Night Fireworks

celebration, which is expected to attract approximately 10,000 attendees.

If this request includes improvements to property not owned by Oakland County, please explain who owns the property, who will control and maintain the improvements, and how the public will have continued access to the benefit funded by the County.
Not applicable. The request does not include improvements to property.

Please provide a clear implementation timeline with start date, milestones (if applicable), and completion date.
The Village has already executed a contract with Gen-X Pyrotechnics for the fireworks display. Staging will begin the morning of Friday, July 3, 2026, and the fireworks display will begin over the lake at approximately 10:00 p.m.

Please describe who will benefit from the project, including estimated number of Oakland County residents served and which communities or geographic areas are expected to participate.
Approximately 10,000 attendees, most of whom are expected to be Oakland County residents, will benefit from the event. Attendees include Village residents and residents from neighboring communities.

Please describe how success will be evaluated and what measurable outcomes will be reported.
Success will be evaluated based on feedback from Village residents, neighboring community residents, the Village Police Department, and other first responders supporting the event. Any incidents requiring police or fire response will be reviewed to help ensure continued public safety at future events.

Please confirm that the organization will submit an outcomes report to the Board of Commissioners by the end of the calendar year and describe what that report will include, such as attendance, participation, services delivered, and resident impact.
Yes. The report should include estimated attendance, event participation, public safety feedback, services delivered, and resident impact.

If requested, please confirm the organization will provide proof of expenditure, invoices, or comparable documentation showing how Board funds were used.
Yes.

FISCAL IMPACT: No Budget Amendment Needed

Committee members can contact Mike Keys, Fiscal Policy Analyst at 586.925.9797 or keysm@oakgov.com or the department contact persons listed for additional information.

CONTACT

David W. Gillam Village Administrator Village of Wolverine Lake

ITEM REVIEW TRACKING

Susie Corker Cobb, Board of Commissioners	Created/Initiated - 5/26/2026
Renee Collins-Curtis, Fiscal Services	Approved - 5/26/2026
Sheryl Johnson, Fiscal Services	Approved - 6/1/2026
Michael Andrews, Board of Commissioners	Approved - 6/1/2026
Michael Keys, Board of Commissioners	Approved - 6/2/2026
Gwen Markham, Board of Commissioners	Final Approval - 6/2/2026

AGENDA DEADLINE: 05/20/2026 4:30 PM

ATTACHMENTS

None

COMMITTEE TRACKING

2026-05-21 Full Board - Refer to Finance
2026-06-03 Finance - Recommend to Board
2026-06-11 Full Board

Motioned by: Commissioner Christine Long
Seconded by: Commissioner Michael Spisz

Yes: Ann Erickson Gault, Christine Long, Gwen Markham, Yolanda Smith Charles, Michael Spisz, Linnie Taylor (6)
No: None (0)
Abstain: None (0)
Absent: (0)
Passed

OAKLAND COUNTY MICHIGAN
BOARD OF COMMISSIONERS

AGENDA ITEM: FY 2026 Second Quarter Financial Forecast and Budget Amendments
DEPARTMENT: Fiscal Services
MEETING: Finance Committee
DATE: Wednesday, June 3, 2026 11:00 AM - Click to View Agenda

ITEM SUMMARY SHEET

COMMITTEE REPORT TO BOARD

Resolution #2026-6633
Motion to accept the Fiscal Year 2026 Second Quarter Financial Report; to recognize donations received for the period of January 2026 through March 2026 totaling $22,461.90 in the Animal Control and Pet Adoption Center and totaling $4,912.27 in the Children's Village Division, of which $275 were cash donations; to authorize the write-off of uncollectible debts totaling $151,643.14 for Health and Human Services and $35.00 for the Sheriff's Office for the period of January 2026 through March 2026, as recommended by the Department of Management and Budget and as detailed in the attached schedules; and to amend the FY 2026 – FY 2028 budgets pursuant to the attached Schedule A Budget Amendments.

ITEM CATEGORY	SPONSORED BY
Budget Amendment	Gwen Markham

INTRODUCTION AND BACKGROUND

Public Act 621 of 1978, the Uniform Budgeting and Accounting Act for Local Units of Government, provides for adjustments to the adopted budget.

In accordance with Oakland County General Appropriations Act Section 22, which authorizes budget amendments for variances between the budgeted revenue and actual revenue, and Section 23, which authorizes budget amendments for variances between estimated revenue and projected expenditures, amendments are required.

The Fiscal Year (FY) 2026 Second Quarter Financial Forecast Report has identified several variances and budget amendments are recommended as detailed in the attached Schedule A budget amendment.

For the period of January 2026 through March 2026, Animal Control and Pet Adoption Center received donations totaling $22,461.90. During the same period, Children's Village received donations totaling $4,912.27, of which $275 were cash donations. Health and Humans Services has requested write-offs totaling $151,643.14 for the period of January 2026 through March 2026 for uncollectible transactions. In addition, the Sheriff's has requested write-offs in the amount of $35.00 for uncollectible transactions for the same period.

FISCAL IMPACT: Budget Amendment Attached

Committee members can contact Mike Keys, Fiscal Policy Analyst at 586.925.9797 or keysm@oakgov.com or the department contact persons listed for additional information.

CONTACT

Brent Straub, Chief Fiscal Services
Sheryl Johnson, Deputy Chief Financial Officer

ITEM REVIEW TRACKING

Ebru Adoglu-Jones, Fiscal Services	Created/Initiated - 6/2/2026
Sheryl Johnson, Management and Budget	Approved - 6/2/2026
Michael Keys, Board of Commissioners	Approved - 6/3/2026
Gwen Markham, Board of Commissioners	Final Approval - 6/3/2026

AGENDA DEADLINE: 05/20/2026 4:30 PM

ATTACHMENTS

1. FY2026 2nd Quarter Report

COMMITTEE TRACKING

2026-06-03 Finance - Recommend to Board
2026-06-11 Full Board

Motioned by: Commissioner Linnie Taylor
Seconded by: Commissioner Ann Erickson Gault

Yes: Ann Erickson Gault, Christine Long, Gwen Markham, Angela Powell, Yolanda Smith Charles, Michael Spisz, Linnie Taylor (7)
No: None (0)
Abstain: None (0)
Absent: (0)
Passed

FY2026-Q2 Financial Forecast Report

Figure 1 - Amended Budget Revenue

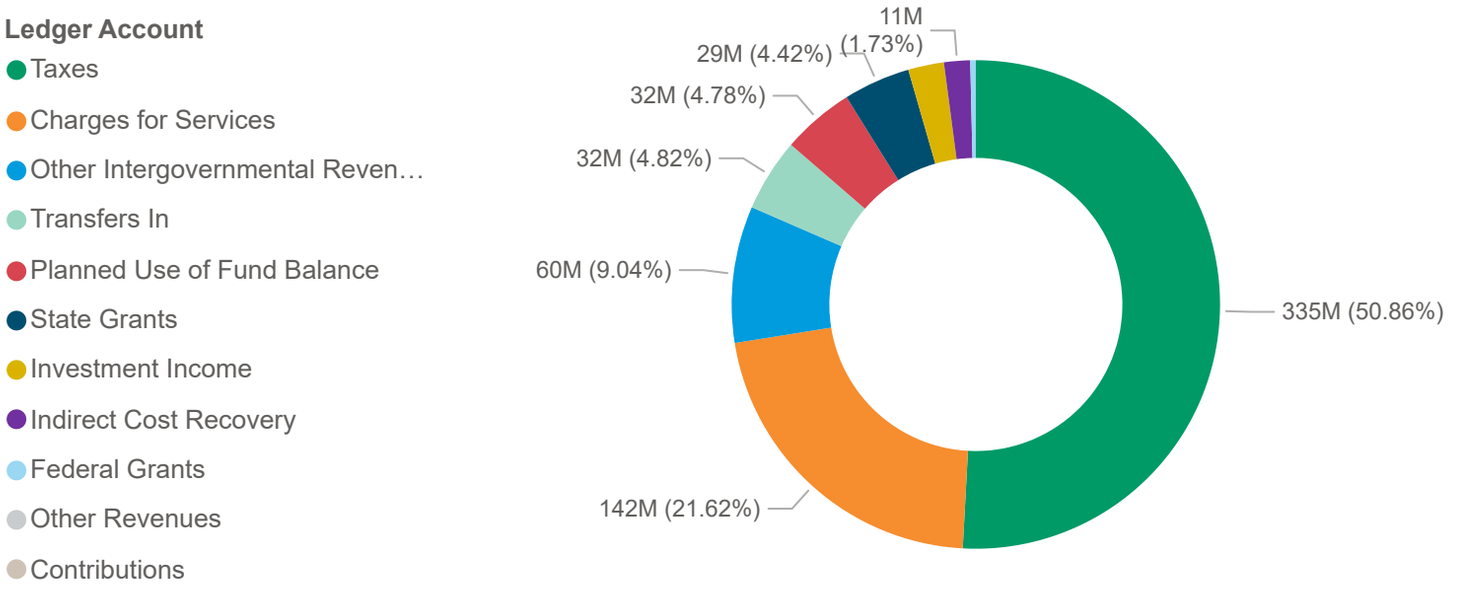


Table 1 - Revenue Variance by Ledger

Ledger Account	Amended	%	Forecast	Variance	VAR%
Taxes	334,956,662	50.86%	335,503,462	546,800	0.16%
Charges for Services	142,408,508	21.62%	142,168,608	-239,900	-0.17%
Other Intergovernmental Revenues	59,526,520	9.04%	59,528,020	1,500	0.00%
Transfers In	31,770,663	4.82%	31,770,663	0	0.00%
Planned Use of Fund Balance	31,500,323	4.78%	31,500,323	0	0.00%
State Grants	29,099,772	4.42%	29,010,772	-89,000	-0.31%
Investment Income	15,603,800	2.37%	15,803,800	200,000	1.28%
Indirect Cost Recovery	11,365,000	1.73%	13,600,000	2,235,000	19.67%
Federal Grants	2,415,289	0.37%	2,397,689	-17,600	-0.73%
Other Revenues	2,960	0.00%	995,260	992,300	33523.65%
Contributions	500	0.00%	91,000	90,500	18100.00%
Total	**658,649,997**	**100.00%**	**662,369,597**	**3,719,600**	**0.56%**

Fiscal Services Analysis

Figure 1 displays the different revenue sources for the General Fund / General Purpose budget. Taxes make up 50.86% of county revenue for Q2, followed by Charges for Services at 21.62% and Other Intergovernmental Revenues at 9.04%. The remaining ledger accounts together make up a total of 18.49% and are individually <5% of total revenues each.

Table 1 displays the forecast and variance for each revenue ledger account. The highest variance is in Indirect Cost Recovery, favorable $2.2M based on timing. Further review is underway within Fiscal Services to right size as appropriate. Also favorable Other Revenues $992,300 across multiple departments due to Prior Year Revenue adjustments. Also favorable $546,800 in Taxes due to allocation of marijuana tax sharing from the State of Michigan. Partially offset by unfavorable Charges for Services ($239,900) due to net impact of multiple departmental variances.

These variances include:

- Unfavorable Sheriff Patrol ($2M) based on billable activity for law enforcement services.
- Unfavorable ($1.7) Equalization due to reduction in contracted CVTs.
- Unfavorable ($417,400) Health and Human Services based on subsidy of vaccine expenses.
- Unfavorable ($294,000) District Court across fees and assessments due to decrease in caseloads.
- Favorable $4,065,000 Treasurer due to 2025 Land Sales proceeds.
- Favorable 139,000 Clerk for charging CVTs for election services.

Figure 2 - Amended Budget Expenditures

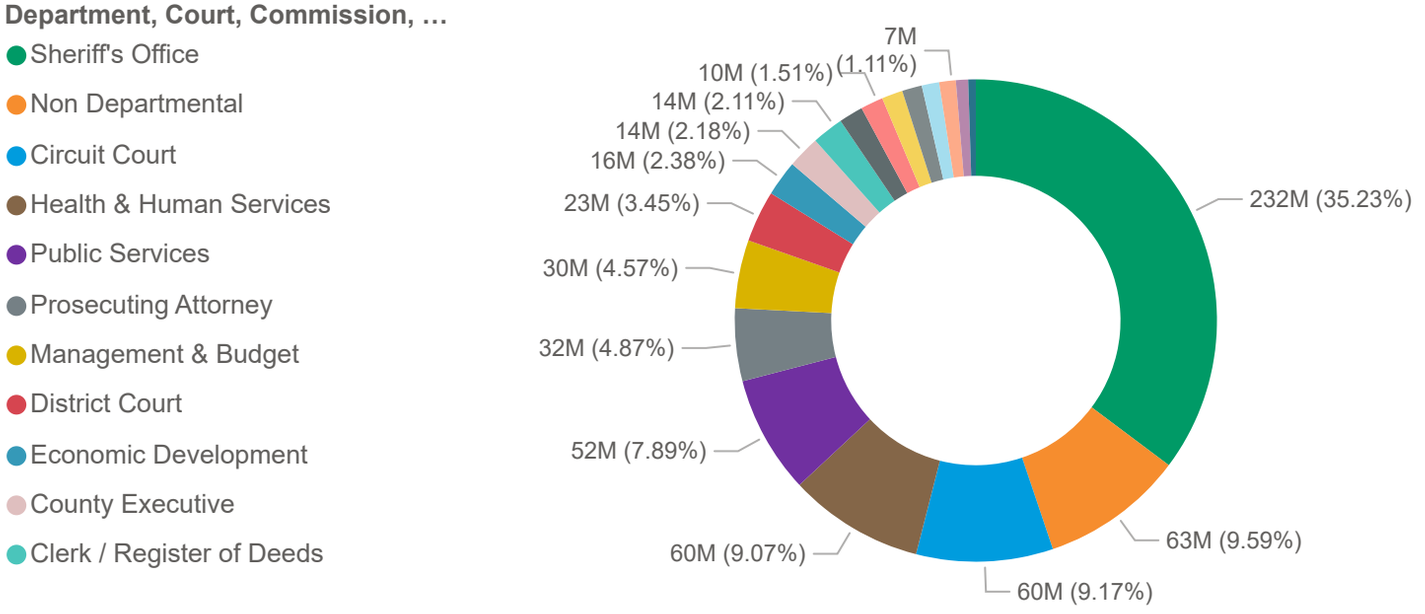


Table 2 - Expenditures Variance by Department, Court, Commission, and Office

Department, Court, Commission, or Office	Amended	%	Forecast	Variance	Var%
Board of Commissioners	7,707,049	1.17%	7,590,649	116,400	1.53%
Circuit Court	60,401,297	9.17%	58,390,297	2,011,000	3.44%
Clerk / Register of Deeds	13,886,370	2.11%	13,290,370	596,000	4.48%
County Executive	14,382,156	2.18%	12,080,756	2,301,400	19.05%
District Court	22,740,230	3.45%	21,538,230	1,202,000	5.58%
Economic Development	15,682,610	2.38%	15,320,166	362,444	2.37%
Emergency Managagement & Homeland Security	3,335,477	0.51%	3,433,377	-97,900	-2.85%
Facilities Management	8,767,853	1.33%	8,264,953	502,900	6.08%
Health & Human Services	59,724,515	9.07%	48,767,815	10,956,700	22.47%
Human Resources	7,317,554	1.11%	6,850,154	467,400	6.82%
Management & Budget	30,120,954	4.57%	28,508,854	1,612,100	5.65%
Non Departmental	63,156,020	9.59%	73,824,730	-10,668,710	-14.45%
Probate Court	9,971,184	1.51%	9,250,684	720,500	7.79%
Prosecuting Attorney	32,065,488	4.87%	28,112,013	3,953,474	14.06%
Public Communications	5,393,625	0.82%	4,997,925	395,700	7.92%
Public Services	51,953,423	7.89%	50,704,023	1,249,400	2.46%
Sheriff's Office	232,072,509	35.23%	226,095,169	5,977,340	2.64%
Treasurer	10,700,276	1.62%	10,666,476	33,800	0.32%
Water Resources Commissioner	9,271,408	1.41%	9,271,408	0	0.00%
Total	**658,649,997**	**100.00%**	**636,958,049**	**21,691,948**	**3.41%**

Fiscal Services Analysis

Figure 2 displays total budgeted expenditures by Department, Court, Commission, or Office within the General Fund / General Purpose budget. Sheriff makes up 35.23% of all budgeted county expenditures, followed by Non-Departmental at 9.59%, Circuit Court at 9.17%, Health & Human Services at 9.07%, and Public Services at 7.89%. These five areas account for 70.95% of total budgeted expenditures in General Fund / General Purpose.

Table 2 displays the amended budget, forecast, and variance as of Q2 by Department, Court, Commission, or Office. Overall favorability is attributed to $19,514,174 in Personnel across all general fund departments. The top contributors to this personnel favorability are Health and Human Services $4.3M, Prosecuting Attorney $3.7M, Circuit Court $3M, Management and Budget $1.9M, Public Services $1.5M, County Executive $1.2M, and District Court $1.2M attributed to vacancies and turnover within the departments.

MISCELLANEOUS RESOLUTION #26XXX
BY: Commissioner Gwen Markham, Chairperson, Finance Committee
IN RE: DEPARTMENT OF MANAGEMENT AND BUDGET - FISCAL YEAR 2026 SECOND QUARTER FINANCIAL FORECAST AND BUDGET AMENDMENTS
To the Oakland County Board of Commissioners
Chairperson, members of the public:
WHEREAS Public Act 621 of 1978, the Uniform Budgeting and Accounting Act for Local Units of Government, provides for adjustments to the adopted budget; and

WHEREAS in accordance with Oakland County General Appropriations Act Section 22, which authorizes budget amendments for variances between the budgeted revenue and actual revenue, and Section 23, which authorizes budget amendments for variances between estimated revenue and projected expenditures, amendments are required; and

WHEREAS the Fiscal Year (FY) 2026 Second Quarter Financial Forecast Report has identified several variances and budget amendments are recommended as detailed in the attached Schedule A budget amendment; and

WHEREAS Animal Control and Pet Adoption Center received donations for the period of January 2026 through March 2026 totaling $22,461.90 and

WHEREAS Children's Village Division received donations for the period of January 2026 through March 2026 totaling $4,912.27 of which $275 were cash donations; and

WHEREAS Health and Humans Services has requested write-offs totaling $151,643.14 for the period of January 2026 through March 2026 for uncollectible transactions; and

WHEREAS Sheriff's has requested write-offs totaling $35.00 for the period of January 2026 through March 2026 for uncollectible transactions; and

NOW THEREFORE BE IT RESOLVED that the Board of Commissioners accepts the Fiscal Year 2026 Second Quarter Financial Report.

BE IT FURTHER RESOLVED that the donations be recognized in the Animal Control and Pet Adoption Center and Children's Village Division.

BE IT FURTHER RESOLVED that the uncollectible debts, as recommended by the Department of Management and Budget and detailed in the attached schedules, are authorized to be written off.

BE IT FURTHER RESOLVED that the FY 2026 – FY 2028 Budgets are amended pursuant to Schedule A budget amendments.

Oakland County, Michigan
FY 2026 Second Quarter Financial Forecast and Budget Amendments
Budget Corrections

R/E	Fund Name	Division Name	Fund # (FND)	Cost Center (CCN) #	Account # (RC/SC)	Program # (PRG)	Grant ID (GRN) #	Project ID # (PROJ)	Region (REG)	Budget Fund Affiliate (BFA)	Ledger Account Summary	Account Title	FY 2026 Amendment	FY 2027 Amendment	FY 2028 Amendment
E	General Fund	Non Departmental Transfers	FND10100	CCN9090101	SC730359	PRG196030					730000	Contingency	(64,364)	-	-
E	General Fund	Emergency Management Division	FND10100	CCN1110101	SC731626	PRG115090					730000	Rent	64,364	-	-
												Total Expenditures	-	-	-

WHEREAS a FY 2026 budget amendment in the amount of $64,364 is recommended to the Emergency Management Division of the Emergency Management and Homeland Security Department to add additional budget support for their rent line due to extended occupancy beyond the lease agreement that ends April 30, 2026 resulting in increased rates, as the department prepares for the relocation into the new County owned warehouse; and

R	FMO Fund	Building Safety Division	FND63100	CCN1110102	RC665882	PRG145100					665882	Planned Use of Fund Balance	6,000	-	-
												Total Expenditures	6,000	-	-
E	FMO Fund	Building Safety Division	FND63100	CCN1110102	SC760160	PRG145000					760000	Furniture & Fixtures	6,000	-	-
												Total Expenditures	6,000	-	-

WHEREAS a FY 2026 amendment in the amount of $6,000 is recommended for the Building Safety Division of the Emergency Management and Homeland Security Department to add a $6,000 Furniture & Fixtures expenditure budget per FY 2026 Finance Committee Amendment C-12, which was initially omitted due to a technical error. Due to the Building Safety Division moving to the General Fund starting in FY2027, the Furniture and Fixtures budget for the out years will be added during the FY2027-FY2029 budget development process; and

E	County Improvement Projects	Capital Planning and Design	FND42120	CCN1040901	SC788001	PRG148040				BFA10100	788001	Transfers Out	(1,092,736)	(1,846,557)	(1,921,507)
E	County Improvement Projects	Capital Planning and Design	FND42120	CCN1040901	SC731455	PRG148040					730000	County Provided Services	1,092,736	1,846,557	1,921,507
												Total Expenditures	-	-	-
R	General Fund	Capital Planning and Design	FND10100	CCN1040901	RC695500	PRG148040				BFA42120	695500	Transfers In	(1,092,736)	(1,846,557)	(1,921,507)
R	General Fund	Capital Planning and Design	FND10100	CCN1040901	RC631869	PRG148040					630000	Reimb Salaries	1,092,736	1,846,557	1,921,507
												Total Revenues	-	-	-

WHEREAS a FY 2026 - FY 2028 budget amendment is recommended for the Facilities Management Department to correct the amendment in Res. #2026-6225 by removing the transfer budgets from the County Improvement Projects Fund (FND42120) to the General Fund (FND10100), as the process for reimbursement does not require transfers between funds resulting in these line item reallocations; and

R	Facilities Maintenance & Operations	FMO External Administration	FND63100	CCN1040702	RC635017	PRG140010					635000	Ext-Agencies Revenue	(9,225)	-	-
R	Facilities Maintenance & Operations	FMO Administration	FND63100	CCN1040701	RC665882	PRG140010					665882	Planned Use of Fund Balance	9,225	-	-
												Total Revenues	-	-	-

WHEREAS a FY 2026 budget amendment is recommended to the Facilities Maintenance & Operations Division of the Facilities Management Department to reduce the Ex-Agencies Revenue due to end of the agreement with the City of Rochester Hills where monitoring services were provided for their Supervisory Control and Data Acquisition (SCADA) system (Res. #20007), resulting in a prorated reduction of revenue for FY 2026 ($9,2250). The out years of FY 2027 and FY2028 will be amended with the FY 2027 - FY2029 budget development process; and

R	Information Technology	IT Administration	FND63600	CCN1080101	RC631372	PRG152000					630000	OC Depts Operations	(10,000)	(10,000)	(10,000)
R	Information Technology	IT Administration	FND63600	CCN1080101	RC665882	PRG152000					665882	Planned Use of Fund Balance	115,000	-	-
												Total Revenues	105,000	(10,000)	(10,000)
E	Information Technology	IT Application Services	FND63600	CCN1080201	SC730373	PRG152010					730000	Contracted Services	(10,000)	(10,000)	(10,000)
E	Information Technology	IT Administration	FND63600	CCN1080101	SC788001	PRG152000				BFA10100	788001	Transfers Out	115,000	-	-
												Total Expenditures	105,000	(10,000)	(10,000)
R	General Fund	Non Departmental Operations	FND10100	CCN9010101	RC695500	PRG196030				BFA63600	695500	Transfers In	115,000	-	-
												Total Revenues	115,000	-	-
E	General Fund	Non Departmental Transfers	FND10100	CCN9090101	SC760180	PRG196030					760000	Technology Projects-One Time	115,000	-	-
E	General Fund	Non Departmental Transfers	FND10100	CCN9090101	SC730359	PRG196030					730000	Contingency	10,000	10,000	10,000
E	General Fund	Facilities Planning and Engineering	FND10100	CCN1040801	SC774636	PRG140020					770000	Info Tech Operations	(10,000)	(10,000)	(10,000)
												Total Expenditures	115,000	-	-

WHEREAS a FY2026 - FY 2028 budget amendment is recommended for the Information Technology Department and Facilities Management Department to return unused funds that were allocated in Res. #2024-4384, as the Facilities Planning and Engineering Division did not end up purchasing the additional licenses and implementation services for the Clarity Project and the Resource Management Software Implementation Project; and

R	Delinquent Tax Revolving	Treasurer	FND51600	CCN7010110	RC665882	PRG186050					665882	Planned Use Fund Balance	(12,829)	-	-
R	Delinquent Tax Revolving	Treasurer	FND51600	CCN7010110	RC670100	PRG186050					670000	Budget Use Only	(4,144)	-	-
												Total Revenues	(16,973)	-	-
E	Delinquent Tax Revolving	Treasurer	FND51600	CCN7010110	SC796500	PRG186050					796500	Budget Equity Adjustments	(16,973)	-	-
												Total Expenditures	(16,973)	-	-

WHEREAS a FY2026 budget amendment is recommended for the Delinquent Tax Revolving Fund (FND51600) in the amount of $16,973.25 to clear out the balances of the Planned Use Fund Balance and the Budget Use Only accounts;and

R	Delinquent P. Property	Treasurer	FND51800	CCN7010110	RC670100	PRG186060					670000	Budget Use Only	(6,598)	-	-
R	Delinquent P. Property	Treasurer	FND51800	CCN7010110	RC665882	PRG186060					665882	Planned Use of Balance	6,598	-	-
												Total Expenditures	-	-	-

WHEREAS a FY 2026 - FY 2028 budget amendment is recommended for the Delinquent Personal Property Tax Fund (FND51800) to remove the budget from the Budget Use Only account and move it to the Planned Use of Balance account; and

E	General Fund	Non-Departmental	FND10100	CCN9090101	SC730359	PRG196030					730000	Contingency	(5,714)		
E	General Fund	Sheriff Investigative and Forensic Services Ac	FND10100	CCN4030901	SC702010	PRG110090					702000	Salaries Regular	5,714		
												Total Expenditures	-	-	-

WHEREAS a Q2 budget amendment of $5,714 is recommended for Fiscal Year 2026 within the Sheriff's Office. These funds will be reallocated from the Contingency budget to Salaries Regular to accurately reflect expenditures for position #P00011930, specifically covering both the salary and associated fringe benefits required to reimburse the PTNE Deputy position; and

004

Oakland County, Michigan
FY 2026 Second Quarter Financial Forecast and Budget Amendments
Budget Corrections

R/E	Fund Name	Division Name	Fund # (FND)	Cost Center (CCN) #	Account # (RC/SC)	Program # (PRG)	Grant ID (GRN) #	Project ID # (PROJ)	Region (REG)	Budget Fund Affiliate (BFA)	Ledger Account Summary	Account Title	FY 2026 Amendment	FY 2027 Amendment	FY 2028 Amendment
E	General Fund	Non Departmental Operations	FND10100	CCN9090101	SC730359	PRG196030					730000	Contingency	(350,000)	(350,000)	(350,000)
E	General Fund	Sheriff Adminstrative Services Administration	FND10100	CCN4030201	SC712999	PRG110035					702000	Safety Enhancement (Budget Use Only)	350,000	350,000	350,000
													-	-	-
WHEREAS, a Q2 FY 2026-FY28 budget amendment is proposed for Sheriff Administrative Services Administration to correct the funding allocation for overtime expenses related to special events, resulting from a technical issue during budget loading; and															
R	Opioid Settlement Fund	Health Administration	FND21280	CCN9010101	RC665882	PRG132320					665882	Planned Use of Balance	27,621	23,553	23,553
												Total Revenues	27,621	23,553	23,553
E	Opioid Settlement Fund	Health Administration	FND21280	CCN9010101	SC788001	PRG132320				BFA10100	788001	Transfers Out	(27,621)	(23,553)	(23,553)
E	Opioid Settlement Fund	Health Administration	FND21280	CCN1060101	SC702010	PRG133000					702000	Salaries Regular	23,500	21,524	21,524
E	Opioid Settlement Fund	Health Administration	FND21280	CCN1060101	SC722790	PRG133000					722000	Workers Compensation	(188)	(230)	(230)
E	Opioid Settlement Fund	Health Administration	FND21280	CCN1060101	SC722770	PRG133000					722000	Group Life	73	71	71
E	Opioid Settlement Fund	Health Administration	FND21280	CCN1060101	SC722810	PRG133000					722000	Retirement	3,478	3,278	3,278
E	Opioid Settlement Fund	Health Administration	FND21280	CCN1060101	SC722820	PRG133000					722000	Hospitalization	(1,495)	(3,121)	(3,121)
E	Opioid Settlement Fund	Health Administration	FND21280	CCN1060101	SC722760	PRG133000					722000	Social Security	1,798	1,646	1,646
E	Opioid Settlement Fund	Health Administration	FND21280	CCN1060101	SC722750	PRG133000					722000	Dental	(36)	(75)	(75)
E	Opioid Settlement Fund	Health Administration	FND21280	CCN1060101	SC722780	PRG133000					722000	Disability	473	446	446
E	Opioid Settlement Fund	Health Administration	FND21280	CCN1060101	SC722800	PRG133000					722000	Unemployment	21	21	21
E	Opioid Settlement Fund	Health Administration	FND21280	CCN1060101	SC722850	PRG133000					722000	Optical	(3)	(7)	(7)
												Total Expenditures	-	-	-
R	General Fund	Health Administration	FND10100	CCN1060101	RC695500	PRG133000				BFA21280	695500	Transfers In	(27,621)	(23,553)	(23,553)
R	General Fund	Health Administration	FND10100	CCN9010101	RC665882	PRG132320					665882	Planned Use of Fund Balance	122,813	-	-
												Total Revenues	95,192	(23,553)	(23,553)
E	General Fund	Health Administration	FND10100	CCN1060101	SC702010	PRG133000					702000	Salaries Regular	(23,500)	(21,524)	(21,524)
E	General Fund	Health Administration	FND10100	CCN1060101	SC722790	PRG133000					722000	Workers Compensation	188	230	230
E	General Fund	Health Administration	FND10100	CCN1060101	SC722770	PRG133000					722000	Group Life	(73)	(71)	(71)
E	General Fund	Health Administration	FND10100	CCN1060101	SC722810	PRG133000					722000	Retirement	(3,478)	(3,278)	(3,278)
E	General Fund	Health Administration	FND10100	CCN1060101	SC722820	PRG133000					722000	Hospitalization	1,495	3,121	3,121
E	General Fund	Health Administration	FND10100	CCN1060101	SC722760	PRG133000					722000	Social Security	(1,798)	(1,646)	(1,646)
E	General Fund	Health Administration	FND10100	CCN1060101	SC722750	PRG133000					722000	Dental	36	75	75
E	General Fund	Health Administration	FND10100	CCN1060101	SC722780	PRG133000					722000	Disability	(473)	(446)	(446)
E	General Fund	Health Administration	FND10100	CCN1060101	SC722800	PRG133000					722000	Unemployment	(21)	(21)	(21)
E	General Fund	Health Administration	FND10100	CCN1060101	SC722850	PRG133000					722000	Optical	3	7	7
E	General Fund	Health Administration	FND10100	CCN1060101	SC760159	PRG133000					760000	Medical Equipment	43,050	-	-
E	General Fund	Health Administration	FND10100	CCN1060101	SC760140	PRG133000					760000	Computer Software	79,763	-	-
												Total Expenditures	95,192	(23,553)	(23,553)
WHEREAS a FY 2026 budget amendment is recommended for Health and Human Services department Health Division Appropriation of Opiod Settlement Funds to establish the upward classificaiton for position (#00002084) in the Opiod Settlement Fund. And to allocate the funds approved in MR#2025-5082 into the Health Division's budget															
E	General Fund	Health	FND10100	CCN9010101	SC730359	PRG196030					730000	Contingency	(308,189)	(308,189)	(308,189)
E	General Fund	Health	FND10100	CCN9090101	SC730359	PRG196030					730000	Contingency	308,189	308,189	308,189
												Total Expenditures	-	-	-
WHEREAS a FY 2026 - FY 2028 net neutral budget amendment is recommended for Health and Human Services to correct the cost center from CCN9010101 to CCN9090101 on the Contingency line items for the Local Health Department (LHD) grant; and															
R	General Fund General Purpose	Health	FND10100	CCN9010101	RC665882	PRG196030					665882	Planned Use Fund Balance	21,320	21,320	21,320
												Total Revenues	21,320	21,320	21,320
E	General Fund General Purpose	Health	FND10100	CCN1060220	SC750280	PRG138188					750000	Laboratory Supplies	20,000	20,000	20,000
E	General Fund General Purpose	Health	FND10100	CCN1060220	SC760172	PRG138188					760000	Telephone Equipment	1,320	1,320	1,320
												Total Expenditures	21,320	21,320	21,320
WHEREAS a FY 2026 budget amendment is recommended for the Health and Human Services department recognizing increased funding to the beach monitoring program to expand Oakland County's beach water quality monitoring of public beaches; and															
E	General Fund General Purpose	Health	FND10100	CCN1060220	SC702010	PRG134390					702000	Salaries Regular	(86,503)	(86,503)	(86,503)
E	General Fund General Purpose	Health	FND10100	CCN1060220	SC722900	PRG134390					720000	Fringe Benefit Adjustments	(4,178)	(4,178)	(4,178)
E	General Fund General Purpose	Health	FND10100	CCN1060220	SC730072	PRG134390					730000	Advertising	(2,000)	(2,000)	(2,000)
E	General Fund General Purpose	Health	FND10100	CCN1060220	SC750280	PRG134390					750000	Laboratory Supplies	(18,998)	(18,998)	(18,998)
E	General Fund General Purpose	Health	FND10100	CCN1060220	SC760157	PRG134390					760000	Equipment	(2,500)	(2,500)	(2,500)
E	General Fund General Purpose	Health	FND10100	CCN1060220	SC732018	PRG134390					730000	Travel and Conference	(501)	(501)	(501)
E	General Fund General Purpose	Health	FND10100	CCN1060220	SC731346	PRG134390					730000	Personal Mileage	(14,000)	(14,000)	(14,000)
E	General Fund General Purpose	Health	FND10100	CCN1060220	SC702010	PRG138188					702000	Salaries Regular	86,503	86,503	86,503
E	General Fund General Purpose	Health	FND10100	CCN1060220	SC722900	PRG138188					722000	Fringe Benefit Adjustments	4,178	4,178	4,178
E	General Fund General Purpose	Health	FND10100	CCN1060220	SC730072	PRG138188					730000	Advertising	2,000	2,000	2,000
E	General Fund General Purpose	Health	FND10100	CCN1060220	SC750280	PRG138188					750000	Laboratory Supplies	18,998	18,998	18,998
E	General Fund General Purpose	Health	FND10100	CCN1060220	SC760157	PRG138188					760000	Equipment	2,500	2,500	2,500
E	General Fund General Purpose	Health	FND10100	CCN1060220	SC732018	PRG138188					730000	Travel and Conference	501	501	501
E	General Fund General Purpose	Health	FND10100	CCN1060220	SC731346	PRG138188					730000	Personal Mileage	14,000	14,000	14,000

Oakland County, Michigan
FY 2026 Second Quarter Financial Forecast and Budget Amendments
Budget Corrections

R/E	Fund Name	Division Name	Fund # (FND)	Cost Center (CCN) #	Account # (RC/SC)	Program # (PRG)	Grant ID (GRN) #	Project ID # (PROJ)	Region (REG)	Budget Fund Affiliate (BFA)	Ledger Account Summary	Account Title	FY 2026 Amendment	FY 2027 Amendment	FY 2028 Amendment
												Total Expenditures	-	-	-
WHEREAS a FY 2026 budget amendment is recommended for Health and Human Services department Health Division Expanded Beach Testing Program for a net neutral budget adjustment from PRG134390 to PRG138188 to ensure accurate reporting of beach monitoring expenses; and															
R	Human Services Grants	Health	FND11007	CCN1060212	RC615571	PRG133120	GRN-1004813				615000	State Operating Grants	-	495,163	495,163
												Total Revenues	-	495,163	495,163
E	Human Services Grants	Health	FND11007	CCN1060212	SC750294	PRG133120	GRN-1004813				750000	Material and Supplies	-	85,163	85,163
E	Human Services Grants	Health	FND11007	CCN1060212	SC760157	PRG133120	GRN-1004813				760000	Equipment	-	170,000	170,000
E	Human Services Grants	Health	FND11007	CCN1060212	SC730646	PRG133120	GRN-1004813				730000	Equipment Maintenance	-	240,000	240,000
												Total Expenditures	-	495,163	495,163
WHEREAS, a FY2026 budget amendment is recommended for the Health and Human Services Department, Health division, to establish the budgets for FY2027 and FY2028; and															
R	General Fund Grants	Health	FND10101	CCN1060220	RC615571	PRG134060	GRN-1004727				615000	State Operating Grants - Sewage	-	4,750	4,750
R	General Fund Grants	Health	FND10101	CCN1060220	RC615571	PRG134190	GRN-1004725				615000	State Operating Grants - Water Supply	-	512,133	512,133
R	General Fund Grants	Health	FND10101	CCN1060220	RC615571	PRG134210	GRN-1004726				615000	State Operating Grants - Pb Swim	-	88,800	88,800
R	General Fund Grants	Health	FND10101	CCN1060220	RC615571	PRG134080	GRN-1004724				615000	State Operating Grants - LT Monitoring	-	66,500	66,500
R	General Fund Grants	Health	FND10101	CCN1060220	RC615571	PRG134230	GRN-1004722				615000	State Operating Grants - Campgrounds	-	2,235	2,235
													-	674,418	674,418
E	General Fund	Non-Departmental	FND10100	CCN9090101	SC730359	PRG196030					730000	Contingency	-	674,418	674,418
														674,418	674,418
WHEREAS, a FY2026 budget amendment is recommended for the Health and Human Services Department, Health division, to correct the budget for the Michigan Department of Environment, Great Lakes, and Energy (EGLE) to reflect the requested change for FY2026 in FY2027 and FY2028 (Res# 2025-5990); and															
R	Housing & Comm Dev	NHD	FND11006	CCN1060701	RC610313	PRG172130	GRN-1004804				610000	Federal Operating Grants	-	500,000	500,000
												Total Revenues	-	500,000	500,000
E	Housing & Comm Dev	NHD	FND11006	CCN1060701	SC730373	PRG172130	GRN-1004804				730000	Contracted Services	-	426,147	426,147
E	Housing & Comm Dev	NHD	FND11006	CCN1060701	SC702010	PRG172130	GRN-1004804				702000	Salaries Regualr	-	19,460	19,460
E	Housing & Comm Dev	NHD	FND11006	CCN1060701	SC722740	PRG172130	GRN-1004804				722000	Fringe Benefits	-	12,805	12,805
E	Housing & Comm Dev	NHD	FND11006	CCN1060701	SC731346	PRG172130	GRN-1004804				730000	Personal Mileage	-	1,400	1,400
E	Housing & Comm Dev	NHD	FND11006	CCN1060701	SC750399	PRG172130	GRN-1004804				750000	Office Supplies	-	6,200	6,200
E	Housing & Comm Dev	NHD	FND11006	CCN1060701	SC731388	PRG172130	GRN-1004804				730000	Printing	-	2,000	2,000
E	Housing & Comm Dev	NHD	FND11006	CCN1060701	SC750448	PRG172130	GRN-1004804				750000	Postage	-	200	200
E	Housing & Comm Dev	NHD	FND11006	CCN1060701	SC778675	PRG172130	GRN-1004804				770000	Telephone Communications	-	3,910	3,910
E	Housing & Comm Dev	NHD	FND11006	CCN1060701	SC732011	PRG172130	GRN-1004804				730000	Transportation Service	-	3,050	3,050
E	Housing & Comm Dev	NHD	FND11006	CCN1060701	SC731617	PRG172130	GRN-1004804				730000	Relocation Service	-	12,500	12,500
E	Housing & Comm Dev	NHD	FND11006	CCN1060701	SC730982	PRG172130	GRN-1004804				730000	Interpreter Fees	-	1,000	1,000
E	Housing & Comm Dev	NHD	FND11006	CCN1060701	SC732018	PRG172130	GRN-1004804				730000	Travel & Conference	-	2,000	2,000
E	Housing & Comm Dev	NHD	FND11006	CCN1060701	SC750245	PRG172130	GRN-1004804				750000	Incentives	-	5,000	5,000
E	Housing & Comm Dev	NHD	FND11006	CCN1060701	SC774677	PRG172130	GRN-1004804				770000	Insurance Fund	-	2,300	2,300
E	Housing & Comm Dev	NHD	FND11006	CCN1060701	SC730926	PRG172130	GRN-1004804				730000	Indirect Costs	-	2,028	2,028
												Total Expenditures	-	500,000	500,000
WHEREAS, a FY2026 budget amendment is recommended for the Health and Human Services Department, NHD division, to correct the budget for the Medicaid Chip Lead Hazard Grant Amendment #1 to reflect the requested change for FY2026 in FY2027 and FY2028 and establish the budgets for FY2027 and FY2028; and															
R	General Fund	Non Departmental Operations	FND10100	CCN9010101	RC665567	PRG196030					665567	Encumbrance and Appropriation Carry Forward	(276)	-	-
												Total Revenues	(276)	-	-
E	General Fund	Benefits Administration	FND10100	CCN1050510	SC731818	PRG183200					730000	Special Event Program	(276)	-	-
												Total Expenditures	(276)	-	-
WHEREAS a FY2026 budget amendment in the amount of $276 is recommended for the Human Resources Department to return the encumbrance budget, Res. #2025-6060, from the Special Event Program line in the Benefits Administration Division to the Non-Departmental Department, which provided the encumbrance offset, as the purchase order was cancelled and the budget was not needed; and															
R	Housing & Comm Dev	NHD	FND11006	CCN1060701	RC695500	PRG172130	GRN-1004769			BFA10100	695500	Transfers In	(7,528)	(11,199)	(11,536)
												Total Revenues	(7,528)	(11,199)	(11,536)
E	Housing & Comm Dev	NHD	FND11006	CCN1060701	SC702010	PRG172130	GRN-1004769				702000	Salaries	(5,653)	(8,410)	(8,663)
E	Housing & Comm Dev	NHD	FND11006	CCN1060701	SC722900	PRG172130	GRN-1004769				722000	Fringe Benefit Adjustments	(1,875)	(2,789)	(2,873)
												Total Expenditures	(7,528)	(11,199)	(11,536)
R	Housing & Comm Dev	NHD	FND11006	CCN1060701	RC695500	PRG172130	GRN-1004679			BFA10100	695500	Transfers In	7,528	11,199	11,536
												Total Revenues	7,528	11,199	11,536
E	Housing & Comm Dev	NHD	FND11006	CCN1060701	SC702010	PRG172130	GRN-1004679				702000	Salaries	5,653	8,410	8,663
E	Housing & Comm Dev	NHD	FND11006	CCN1060701	SC722900	PRG172130	GRN-1004679				722000	Fringe Benefit Adjustments	1,875	2,789	2,873
												Total Expenditures	7,528	11,199	11,536
WHEREAS a FY 2026 budget amendment is recommended for Human Resources to correct Res. #2025-6118 to correct the grant number from GRN-1004769 to GRN-1004679; and															

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Oakland County, Michigan
FY 2026 Second Quarter Financial Forecast and Budget Amendments
Budget Corrections

R/E	Fund Name	Division Name	Fund # (FND)	Cost Center (CCN) #	Account # (RC/SC)	Program # (PRG)	Grant ID (GRN) #	Project ID # (PROJ)	Region (REG)	Budget Fund Affiliate (BFA)	Ledger Account Summary	Account Title	FY 2026 Amendment	FY 2027 Amendment	FY 2028 Amendment
R	Motor Pool Fund	Support Services	FND66100	CCN1040210	RC631071	PRG184010					630000	Leased Equipment	-	(26,078)	(26,078)
R	Motor Pool Fund	Support Services	FND66100	CCN1040210	RC631071	PRG184010					630000	Leased Equipment	-	26,078	26,078
R	Motor Pool Fund	Support Services	FND66100	CCN1040210	RC631071	PRG184010					630000	Leased Equipment	23,078	23,078	23,078
R	Motor Pool Fund	Support Services	FND66100	CCN1040210	RC630833	PRG184010					630000	Gas Oil Grease Changes	4,973	4,973	4,973
R	Motor Pool Fund	Support Services	FND66100	CCN1040210	RC665882	PRG184010					665882	Planned Use of Balance	(4,745)	(4,745)	(4,745)
												Total Revenue	23,306	23,306	23,306
E	Motor Pool Fund	Support Services	FND66100	CCN1040210	SC750210	PRG184010					750000	Gasoline Charges	4,973	4,973	4,973
E	Motor Pool Fund	Support Services	FND66100	CCN1040210	SC760188	PRG184010					761000	Depreciation Vehicles	18,333	18,333	18,333
												Total Expenses	23,306	23,306	23,306

WHEREAS, Q2 budget amendment for Fiscal Years 2027-2028 is recommended for the Sheriff's Patrol Services division to correct a typographical error in the Revenue Category for Leased Equipment, revising the amount from $26,078 to $23,078. This correction aligns with the original intent of Resolution 2024-101, the Standard Law Enforcement Services Agreement with the City of Rochester Hills, effective January 1, 2025, through December 31, 2027, and acknowledges the acquisition of one (1) marked patrol vehicle to be added to the County fleet; and

E	General Fund	Fiscal Services	FND10100	CCN1020601	SC731458	PRG182020					730000	Professional Services	(300,000)	(300,000)	(300,000)
E	General Fund	Fiscal Services	FND10100	CCN1020601	SC731458	PRG182080					730000	Professional Services	300,000	300,000	300,000
												Total Expenditures	-	-	-

WHEREAS a FY 2026 - FY 2028 budget amendment is recommended for Management and Budget, Fiscal Services in the amount of $300,000 to clear negative budget amount in Program Code PRG182080; and

R	Motor Pool	Support Services Lease Vehicles	FND66100	CCN1040210	RC665882	PRG184010					665882	Planned Use of Balance	330,700	-	-
												Total Revenues	330,700	-	-
E	Motor Pool	Support Services Lease Vehicles	FND66100	CCN1040210	SC730926	PRG184010					730000	Indirect Costs	330,700	-	-
												Total Expenditures	330,700	-	-

WHEREAS a FY 2026 Budget Amendment is recommended for the Motor Pool Fund(#66100) to correct Indirect Costs(SC730926) as the budget is determined after the finalization of the adopted budget; and

E	General Fund	Medical Examiner	FND10100	CCN1070601	SC760157	PRG132030					760000	Equipment	2,400	3,500	-
E	General Fund	Medical Examiner	FND10100	CCN1070601	SC750154	PRG132030					750000	Expendable Equipment	16,800	5,800	9,300
E	General Fund	Medical Examiner	FND10100	CCN1070601	SC730646	PRG132030					730000	Equipment Maintenance	22,000	22,000	22,000
E	General Fund	Non-Departmental	FND10100	CCN9090101	SC730359	PRG196030					730000	Contingency	(41,200)	(31,300)	(31,300)
												Total Expenditures	-	-	-

WHEREAS a FY2026 - FY2028 budget amendment is recommended for the Department of Public Services, Medical Examiner Division in the amount of $41,200, $31,300, and $31,000, repectively, to enter prior year approved budget requests;and

E	General Fund	Non Departmental	FND10100	CCN9090101	SC730359	PRG196030					730000	Contingency	(76,795)	-	-
E	General Fund	Circuit Court	FND10100	CCN3010101	SC731822	PRG121100					730000	Special Projects	76,795	-	-
													-	-	-

WHEREAS a FY2026 budget amendment is recommended for the Circuit Court to recognize $76,795 appropriated by the SCAO's Judicial Technology Imprvement Fund (JTI Fund); and

E	General Fund	Economic Development	FND10100	CCN1090101	SC731885	PRG171130					730000	Supportive Services	(1,300,000)	-	-
E	General Fund	Non Departmental	FND10100	CCN9090101	SC730359	PRG196030					730000	Contingency	1,300,000	-	-
													-	-	-

WHEREAS a FY2026 budget amendment is recommended for Economic Development to recognize the reduction in utilization for FY2026; and

E	General Fund	Medical Examiner	FND10100	CCN1070601	SC722790	PRG132030					702000	Social Security	(62,534)	(76,979)	(94,761)
E	General Fund	Non-Departmental	FND10100	CCN1070601	SC712400	PRG132030					702000	Holiday Overtime	62,534	76,979	94,761
												Total Expenditures	-	-	-

WHEREAS a FY 2026 - 2028 budget amendment is recommended for Public Services Medical Examiner by reallocating the budget for Holiday Overtime to the correct spend category. The original amendment in the FY 2025 year end report (Res. 2025-6060) inadvertently used the spend category for Social Security; and

Oakland County, Michigan
FY 2026 Second Quarter Financial Forecast and Budget Amendments
Grants

R/E	Fund Name	Division Name	Fund # (FND)	Cost Center (CCN) #	Account # (RC/SC)	Program # (PRG)	Grant ID (GRN) #	Project ID # (PROJ)	Region (REG)	Budget Fund Affiliate (BFA)	Ledger Account Summary	Account Title	FY 2026 Amendment	FY 2027 Amendment	FY 2028 Amendment
E	Judicial Grants	District Court Div I (Novi)	FND11012	CCN3020205	SC730373	PRG121050	GRN-1004807				730000	Contracted Services	(1,000)	-	-
E	Judicial Grants	District Court Div I (Novi)	FND11012	CCN3020205	SC750245	PRG121050	GRN-1004807				750000	Incentives	800	-	-
E	Judicial Grants	District Court Div I (Novi)	FND11012	CCN3020205	SC750399	PRG121050	GRN-1004807				750000	Office Supplies	200	-	-
												Total Expenditures	-	-	-

WHEREAS a FY 2026 budget amendment is recommended for 52-1 Novi District Court to recognize Amendment #1 to the FY 2026 Michigan DWI Drug Court Grant Program reallocating budgets between expenditure line items, causing no impact to the original award (Res. 2025-5995); and

E	Judicial Grants	District Court Div I (Novi)	FND11012	CCN3020205	SC730373	PRG121050	GRN-1004807				730000	Contracted Services	(90)	-	-
E	Judicial Grants	District Court Div I (Novi)	FND11012	CCN3020205	SC750399	PRG121050	GRN-1004807				750000	Office Supplies	90	-	-
												Total Expenditures	-	-	-

WHEREAS an FY 2026 budget amendment is recommended for 52-1 Novi District Court to recognize Amendment #2 to the FY 2026 Michigan DWI Drug Court Grant Program reallocating budgets between expenditure line items, causing no impact to the original award (Res. 2025-5995); and

R	Land Bank	Treasurer	FND10280	CCN7010101	RC610313	PRG186150	GRN-1004831				610000	Federal Operating Grants	415,000	-	-
												Total Revenue	415,000	-	-
E	Land Bank	Treasurer	FND10280	CCN7010101	SC730373	PRG186150	GRN-1004831				730000	Contracted Services	415,000	-	-
												Total Expenditures	415,000	-	-
R	Land Bank	Treasurer	FND10280	CCN7010101	RC631253	PRG186150	GRN-1004832				630000	Miscellaneous Revenue	116,126	116,126	-
												Total Revenue	116,126	116,126	-
E	Land Bank	Treasurer	FND10280	CCN7010101	SC730373	PRG186150	GRN-1004832				730000	Contracted Services	116,126	116,126	-
												Total Expenditures	116,126	116,126	-

WHEREAS a FY 2026 - FY 2028 budget amendment is recommended for the Land Bank Fund (FND10280) to add the awards from the State Land Bank Authority ($415,000; GRN-1004831; AWD00772) and Community Foundation for Southeast Michigan ($232,252; GRN-1004832; AWD00766); and

R	Human Service Grants	Health	FND11007	CCN1060201	RC631827	PRG133150	GRN-1004847				630000	Reimb General	5,000	5,000	5,000
													5,000	5,000	5,000
E	Human Service Grants	Health	FND11007	CCN1060201	SC732165	PRG133150	GRN-1004847				730000	Workshops and Meeting	3,000	3,000	3,000
E	Human Service Grants	Health	FND11007	CCN1060201	SC750294	PRG133150	GRN-1004847					Material and Supplies	2,000	2,000	2,000
													5,000	5,000	5,000

WHEREAS a FY 2026 budget amendment of $5,000 is recommended for the Health and Human Services Health Division to accept the Michigan Association for Local Public Health Grant (MALPH) award. The funding will be used to provide supportive services to local health department staff affected by the COVID-19 pandemic and to bolster their sense of social and emotional wellbeing.

E	General Fund	Health	FND10100	CCN1060241	SC788001	PRG133350				BFA11007	788001	Transfers Out	(16,380)	-	-
E	General Fund	Health	FND10100	CCN1060241	SC788001	PRG133350				BFA10101	788001	Transfers Out	16,380	-	-
												Total Expenditures	-	-	-
R	Human Services Grants	Health	FND11007	CCN1060261	RC695500	PRG134795	GRN-1004783			BFA10100	695500	Transfers In	(16,380)	-	-
R	Human Services Grants	Health	FND10101	CCN1060261	RC695500	PRG134795	GRN-1004783			BFA10100	695500	Transfers In	16,380	-	-
												Total Revenues	-	-	-
E	Human Services Grants	Health	FND11007	CCN1060261	SC702010	PRG134795	GRN-1004783				702000	Salaries	(5,279)	-	-
E	Human Services Grants	Health	FND11007	CCN1060261	SC722740	PRG134795	GRN-1004783				722000	Fringe Benefit Adjustments	(2,778)	-	-
E	Human Services Grants	Health	FND11007	CCN1060261	SC731346	PRG134795	GRN-1004783				730000	Personel Mileage	(519)	-	-
E	Human Services Grants	Health	FND11007	CCN1060261	SC778675	PRG134795	GRN-1004783				770000	Telephone Communications	(1,100)	-	-
E	Human Services Grants	Health	FND11007	CCN1060261	SC774636	PRG134795	GRN-1004783				770000	Info Tech Operations	(6,704)	-	-
E	Human Services Grants	Health	FND10101	CCN1060261	SC702010	PRG134795	GRN-1004783				702000	Salaries	5,279	-	-
E	Human Services Grants	Health	FND10101	CCN1060261	SC722740	PRG134795	GRN-1004783				722000	Fringe Benefit Adjustments	2,778	-	-
E	Human Services Grants	Health	FND10101	CCN1060261	SC731346	PRG134795	GRN-1004783				730000	Personel Mileage	519	-	-
E	Human Services Grants	Health	FND10101	CCN1060261	SC778675	PRG134795	GRN-1004783				770000	Telephone Communications	1,100	-	-
E	Human Services Grants	Health	FND10101	CCN1060261	SC774636	PRG134795	GRN-1004783				770000	Info Tech Operations	6,704	-	-
												Total Expenditures	-	-	-

WHEREAS a FY 2026 budget amendment is recommended for Health and Human Services, Health Division to reverse out the transfer to FND11007 and correct the budget to reflect in FND10101; and

R	Human Services Grants	Health	FND11007	CCN1060294	RC615571	PRG133390	GRN-1004747				615000	State Operating Grants	37,500	37,500	37,500
												Total Revenues	37,500	37,500	37,500
E	Human Services Grants	Health	FND11007	CCN1060294	SC750294	PRG133390	GRN-1004747				750000	Materials and Supplies	30,659	30,659	30,659
E	Human Services Grants	Health	FND11007	CCN1060294	SC731031	PRG133390	GRN-1004747				730000	Laboratory Fees	7,500	7,500	7,500
E	Human Services Grants	Health	FND11007	CCN1060294	SC730926	PRG133390	GRN-1004747				730000	Indirect Costs	(659)	(659)	(659)
												Total Expenditures	37,500	37,500	37,500
R	Human Services Grants	Health	FND11007	CCN1060294	RC610313	PRG133390	GRN-1004748				610000	Federal Operating Grants	88,500	88,500	88,500
												Total Revenues	88,500	88,500	88,500

Oakland County, Michigan
FY 2026 Second Quarter Financial Forecast and Budget Amendments
Grants

R/E	Fund Name	Division Name	Fund # (FND)	Cost Center (CCN) #	Account # (RC/SC)	Program # (PRG)	Grant ID (GRN) #	Project ID # (PROJ)	Region (REG)	Budget Fund Affiliate (BFA)	Ledger Account Summary	Account Title	FY 2026 Amendment	FY 2027 Amendment	FY 2028 Amendment
E	Human Services Grants	Health	FND11007	CCN1060294	SC702010	PRG133390	GRN-1004748				702000	Salaries Regular	(8,378)	(8,378)	(8,378)
E	Human Services Grants	Health	FND11007	CCN1060294	SC730926	PRG133390	GRN-1004748				730000	Indirect Costs	4,763	4,763	4,763
E	Human Services Grants	Health	FND11007	CCN1060294	SC731031	PRG133390	GRN-1004748				730000	Laboratory Fees	2,785	2,785	2,785
E	Human Services Grants	Health	FND11007	CCN1060294	SC732018	PRG133390	GRN-1004748				730000	Travel and Conference	(4,170)	(4,170)	(4,170)
E	Human Services Grants	Health	FND11007	CCN1060294	SC750294	PRG133390	GRN-1004748				750000	Materials and Supplies	(12,000)	(12,000)	(12,000)
E	Human Services Grants	Health	FND11007	CCN1060294	SC776661	PRG133390	GRN-1004748				770000	Motor Pool	(3,500)	(3,500)	(3,500)
E	Human Services Grants	Health	FND11007	CCN1060294	SC730373	PRG133390	GRN-1004748				730000	Contracted Services	16,593	16,593	16,593
E	Human Services Grants	Health	FND11007	CCN1060294	SC750245	PRG133390	GRN-1004748				750000	Incentives	5,000	5,000	5,000
E	Human Services Grants	Health	FND11007	CCN1060294	SC730072	PRG133390	GRN-1004748				730000	Advertising	55,000	55,000	55,000
E	Human Services Grants	Health	FND11007	CCN1060294	SC731346	PRG133390	GRN-1004748				730000	Personal Mileage	670	670	670
E	Human Services Grants	Health	FND11007	CCN1060294	SC731997	PRG133390	GRN-1004748				730000	Transportation of Clients	2,500	2,500	2,500
E	Human Services Grants	Health	FND11007	CCN1060294	SC750399	PRG133390	GRN-1004748				750000	Office Supplies	2,500	2,500	2,500
E	Human Services Grants	Health	FND11007	CCN1060294	SC750112	PRG133390	GRN-1004748				750000	Drugs	6,500	6,500	6,500
E	Human Services Grants	Health	FND11007	CCN1060294	SC750049	PRG133390	GRN-1004748				750000	Computer Supplies	1,500	1,500	1,500
E	Human Services Grants	Health	FND11007	CCN1060294	SC731388	PRG133390	GRN-1004748				730000	Printing	1,500	1,500	1,500
E	Human Services Grants	Health	FND11007	CCN1060294	SC750301	PRG133390	GRN-1004748				750000	Medical Supplies	9,237	9,237	9,237
E	Human Services Grants	Health	FND11007	CCN1060294	SC750567	PRG133390	GRN-1004748				750000	Training-Educational Supplies	4,500	4,500	4,500
E	Human Services Grants	Health	FND11007	CCN1060294	SC778675	PRG133390	GRN-1004748				770000	Telephone Communications	(2,741)	(2,741)	(2,741)
E	Human Services Grants	Health	FND11007	CCN1060294	SC730324	PRG133390	GRN-1004748				730000	Communications	2,741	2,741	2,741
E	Human Services Grants	Health	FND11007	CCN1060294	SC731164	PRG133390	GRN-1004748				730000	Maintenance Vehicles	3,500	3,500	3,500
												Total Expenditures	88,500	88,500	88,500
R	Human Services Grants	Health	FND11007	CCN1060230	RC610313	PRG133215	GRN-1004760				610000	Federal Operating Grants	260,000	260,000	260,000
												Total Revenues	260,000	260,000	260,000
E	Human Services Grants	Health	FND11007	CCN1060230	SC702010	PRG133215	GRN-1004760				702000	Salaries	112,684	112,684	112,684
E	Human Services Grants	Health	FND11007	CCN1060230	SC722740	PRG133215	GRN-1004760				722000	Fringe Benefits	61,976	61,976	61,976
E	Human Services Grants	Health	FND11007	CCN1060230	SC732018	PRG133215	GRN-1004760				730000	Travel and Conference	353	353	353
E	Human Services Grants	Health	FND11007	CCN1060230	SC730324	PRG133215	GRN-1004760				730000	Communications	972	972	972
E	Human Services Grants	Health	FND11007	CCN1060230	SC760159	PRG133215	GRN-1004760				760000	Medical and Laboratory Equipment	500	500	500
E	Human Services Grants	Health	FND11007	CCN1060230	SC774636	PRG133215	GRN-1004760				770000	Info Tech Operations	11,732	11,732	11,732
E	Human Services Grants	Health	FND11007	CCN1060230	SC774677	PRG133215	GRN-1004760				770000	Insurance Fund	2,653	2,653	2,653
E	Human Services Grants	Health	FND11007	CCN1060230	SC730982	PRG133215	GRN-1004760				730000	Interpreter Fees	15,000	15,000	15,000
E	Human Services Grants	Health	FND11007	CCN1060230	SC731941	PRG133215	GRN-1004760				730000	Employee Training	6,000	6,000	6,000
E	Human Services Grants	Health	FND11007	CCN1060230	SC731346	PRG133215	GRN-1004760				730000	Personal Mileage	20,000	20,000	20,000
E	Human Services Grants	Health	FND11007	CCN1060230	SC750245	PRG133215	GRN-1004760				750000	Incentives	12,000	12,000	12,000
E	Human Services Grants	Health	FND11007	CCN1060230	SC750301	PRG133215	GRN-1004760				750000	Medical Supplies	(500)	(500)	(500)
E	Human Services Grants	Health	FND11007	CCN1060230	SC750392	PRG133215	GRN-1004760				750000	Metered Postage	(500)	(500)	(500)
E	Human Services Grants	Health	FND11007	CCN1060230	SC750399	PRG133215	GRN-1004760				750000	Office Supplies	2,202	2,202	2,202
E	Human Services Grants	Health	FND11007	CCN1060230	SC750567	PRG133215	GRN-1004760				750000	Training-Educational Supplies	9,000	9,000	9,000
E	Human Services Grants	Health	FND11007	CCN1060230	SC731388	PRG133215	GRN-1004760				730000	Printing	500	500	500
E	Human Services Grants	Health	FND11007	CCN1060230	SC778675	PRG133215	GRN-1004760				770000	Telephone Communications	1,428	1,428	1,428
E	Human Services Grants	Health	FND11007	CCN1060230	SC750448	PRG133215	GRN-1004760				750000	Postage-Standard Mailing	1,000	1,000	1,000
E	Human Services Grants	Health	FND11007	CCN1060230	SC731852	PRG133215	GRN-1004760				730000	Stipends	3,000	3,000	3,000
												Total Expenditures	260,000	260,000	260,000
E	Human Services	Health	FND10100	CCN1060201	SC788001	PRG133150				BFA11007	788001	Transfers Out	108	108	108
E	Human Services	Health	FND10100	CCN1060201	SC702010	PRG133150					702000	Salaries Regular	(63)	(63)	(63)
E	Human Services	Health	FND10100	CCN1060201	SC722740	PRG133150					722000	Fringe Benefits	(30)	(30)	(30)
E	Human Services	Health	FND10100	CCN1060201	SC770631	PRG133150					770000	Bldg Space Cost Allocation	(15)	(15)	(15)
												Total Expenditures	-	-	-
R	Human Services Grants	Health	FND11007	CCN1060290	RC610313	PRG115010	GRN-1004720				610000	Federal Operating Grants	1,077	1,077	1,077
R	Human Services Grants	Health	FND11007	CCN1060290	RC695500	PRG115010	GRN-1004720			BFA10100	695500	Transfers In	108	108	108
												Total Revenues	1,185	1,185	1,185
E	Human Services Grants	Health	FND11007	CCN1060290	SC702010	PRG115010	GRN-1004720				702000	Salaries Regular	(17,669)	(17,669)	(17,669)
E	Human Services Grants	Health	FND11007	CCN1060290	SC722740	PRG115010	GRN-1004720				722000	Fringe Benefits	(9,616)	(9,616)	(9,616)
E	Human Services Grants	Health	FND11007	CCN1060290	SC730926	PRG115010	GRN-1004720				730000	Indirect Costs	4,839	4,839	4,839
E	Human Services Grants	Health	FND11007	CCN1060290	SC731388	PRG115010	GRN-1004720				730000	Printing	(1,000)	(1,000)	(1,000)
E	Human Services Grants	Health	FND11007	CCN1060290	SC750077	PRG115010	GRN-1004720				750000	Disaster Supplies	4,770	4,770	4,770
E	Human Services Grants	Health	FND11007	CCN1060290	SC770631	PRG115010	GRN-1004720				770000	Bldg Space Cost Allocation	(3,152)	(3,152)	(3,152)
E	Human Services Grants	Health	FND11007	CCN1060290	SC774636	PRG115010	GRN-1004720				770000	Info Tech Operations	2,486	2,486	2,486
E	Human Services Grants	Health	FND11007	CCN1060290	SC774677	PRG115010	GRN-1004720				770000	Insurance Fund	132	132	132
E	Human Services Grants	Health	FND11007	CCN1060290	SC731626	PRG115010	GRN-1004720				630000	Rent	20,395	20,395	20,395
												Total Expenditures	1,185	1,185	1,185
E	Human Services	Health	FND10100	CCN1060201	SC788001	PRG133150				BFA11007	788001	Transfers Out	12,026	12,026	12,026
E	Human Services	Health	FND10100	CCN1060201	SC702010	PRG133150					702000	Salaries Regular	(2,392)	(2,392)	(2,392)

Oakland County, Michigan
FY 2026 Second Quarter Financial Forecast and Budget Amendments
Grants

R/E	Fund Name	Division Name	Fund # (FND)	Cost Center (CCN) #	Account # (RC/SC)	Program # (PRG)	Grant ID (GRN) #	Project ID # (PROJ)	Region (REG)	Budget Fund Affiliate (BFA)	Ledger Account Summary	Account Title	FY 2026 Amendment	FY 2027 Amendment	FY 2028 Amendment
E	Human Services	Health	FND10100	CCN1060201	SC722740	PRG133150					722000	Fringe Benefits	(1,187)	(1,187)	(1,187)
E	Human Services	Health	FND10100	CCN1060201	SC770631	PRG133150					770000	Bldg Space Cost Allocation	(8,447)	(8,447)	(8,447)
												Total Expenditures	-	-	-
R	Human Services Grants	Health	FND11007	CCN1060290	RC610313	PRG115035	GRN-1004718				610000	Federal Operating Grants	120,256	120,256	120,256
R	Human Services Grants	Health	FND11007	CCN1060290	RC695500	PRG115035	GRN-1004718			BFA10100	695500	Transfers In	12,026	12,026	12,026
												Total Revenues	132,282	132,282	132,282
E	Human Services Grants	Health	FND11007	CCN1060290	SC702010	PRG115035	GRN-1004718				702000	Salaries Regular	2,884	2,884	2,884
E	Human Services Grants	Health	FND11007	CCN1060290	SC722740	PRG115035	GRN-1004718				722000	Fringe Benefits	1,838	1,838	1,838
E	Human Services Grants	Health	FND11007	CCN1060290	SC730926	PRG115035	GRN-1004718				730000	Indirect Costs	3,740	3,740	3,740
E	Human Services Grants	Health	FND11007	CCN1060290	SC750077	PRG115035	GRN-1004718				750000	Disaster Supplies	(5,249)	(5,249)	(5,249)
E	Human Services Grants	Health	FND11007	CCN1060290	SC770631	PRG115035	GRN-1004718				770000	Bldg Space Cost Allocation	16,139	16,139	16,139
E	Human Services Grants	Health	FND11007	CCN1060290	SC750154	PRG115035	GRN-1004718				750000	Expendable Equipment	112,780	112,780	112,780
E	Human Services Grants	Health	FND11007	CCN1060290	SC731346	PRG115035	GRN-1004718				730000	Personal mileage	50	50	50
E	Human Services Grants	Health	FND11007	CCN1060290	SC750399	PRG115035	GRN-1004718				750000	Office Supplies	100	100	100
												Total Expenditures	132,282	132,282	132,282
R	Human Services Grants	Health	FND11007	CCN1060220	RC615571	PRG133020	GRN-1004732				615000	State Operating Grants	2,000	2,000	2,000
												Total Revenues	2,000	2,000	2,000
E	Human Services Grants	Health	FND11007	CCN1060220	SC702010	PRG133020	GRN-1004732				702000	Salaries Regular	1,187	1,187	1,187
E	Human Services Grants	Health	FND11007	CCN1060220	SC722740	PRG133020	GRN-1004732				722000	Fringe Benefits	367	367	367
E	Human Services Grants	Health	FND11007	CCN1060220	SC730926	PRG133020	GRN-1004732				730000	Indirect Costs	415	415	415
E	Human Services Grants	Health	FND11007	CCN1060220	SC776661	PRG133020	GRN-1004732				770000	Motor Pool	7	7	7
E	Human Services Grants	Health	FND11007	CCN1060220	SC774677	PRG133020	GRN-1004732				770000	Insurance Fund	24	24	24
												Total Expenditures	2,000	2,000	2,000

WHEREAS a FY 2026 budget amendment is recommended for Health and Human Services Health Division to recognize Amendment #3 which provides additional funding in the amount of $509,333 The amendment is less than fifteen percent (15%) and increases the total award to $16,475,484; and

E	Law Enforcement Grants	Sheriff's Office - Inv. & Forensic Svcs	FND11005	CCN4030901	SC712020	PRG116270	GRN-1004694				702000	Overtime	(428,586)	(428,586)	(428,586)
E	Law Enforcement Grants	Sheriff's Office - Inv. & Forensic Svcs	FND11005	CCN4030901	SC722900	PRG116270	GRN-1004694				722000	Fringe Benefit Adjustments	(219,685)	(219,685)	(219,685)
E	Law Enforcement Grants	Sheriff's Office - Inv. & Forensic Svcs	FND11005	CCN4030901	SC712020	PRG116270	GRN-1004694				702000	Overtime	219,685	219,685	219,685
E	Law Enforcement Grants	Sheriff's Office - Inv. & Forensic Svcs	FND11005	CCN4030901	SC722900	PRG116270	GRN-1004694				722000	Fringe Benefit Adjustments	428,586	428,586	428,586
												Total Expenditures	-	-	-

WHEREAS, a budget amendment for Q2 FY 2026-FY28 is proposed to rectify a budgetary discrepancy and reallocate funds within the Sheriff Investigative and Forensic Services Administration division; specifically, $428,586 is to be transferred from the Overtime budget to the Fringe Benefits adjustment budget, while $219,685 is to be allocated from the Fringe Benefits adjustment budget to Overtime, in accordance with the stipulations outlined in Resolution #2025-5793, concerning the Grant Acceptance from the Department of State Police Automobile Theft Prevention Authority for the FY 2026 Automobile Theft Prevention Authority Grant Award, as recommended by the Sheriff's Office; and

R	Human Services Grants	Health	FND11007	CCN1060101	RC615571	PRG133000	GRN-1004736				615000	State Operating Grants	31,191	1,021,191	1,021,191
												Total Revenues	31,191	1,021,191	1,021,191
E	Human Services Grants	Health	FND11007	CCN1060101	SC730373	PRG133000	GRN-1004736				730000	Contracted Services	(10,000)	980,000	980,000
E	Human Services Grants	Health	FND11007	CCN1060101	SC730324	PRG133000	GRN-1004736				730000	Communicaitions	41,191	41,191	41,191
												Total Expenditures	31,191	1,021,191	1,021,191

WHEREAS a FY 2026 budget amendment is recommended for Health and Human Services Health Division to recognize Amendment #1 which provides additional funding in the amount of $31,191. The funding will be entirely allocated to Communications. Additional funding in the amount of ($10,000) will be reallocated to Communications. The amendment is less than fifteen percent (15%) and increases the total award from $990,000 to $1,021,191. This amendment will also establish the budgets for FY2027 and FY2028; and

R	Law Enforcement Grants	Sheriff Emergency Response and Prep.	FND11005	CCN4030501	RC615571	PRG110110	GRN-1004613				615000	State Operating Grants	(187,212)		
R	Law Enforcement Grants	Sheriff Emergency Response and Prep.	FND11005	CCN4030501	RC615571	PRG110110	GRN-1004613				615000	State Operating Grants	175,212		
R	Law Enforcement Grants	Prosecuting Attorney Administration	FND11005	CCN4010101	RC615571	PRG122090	GRN-1004839				615000	State Operating Grants	12,000		
												Total Revenues	-	-	-
E	Law Enforcement Grants	Sheriff Emergency Response and Prep.	FND11005	CCN4030501	SC731304	PRG110110	GRN-1004613				730000	Officers Training	(187,212)		
E	Law Enforcement Grants	Sheriff Emergency Response and Prep.	FND11005	CCN4030501	SC731304	PRG110110	GRN-1004613				730000	Officers Training	175,212		
E	Law Enforcement Grants	Prosecuting Attorney Administration	FND11005	CCN4010101	SC731304	PRG122090	GRN-1004839				730000	Officers Training	12,000		
												Total Expenditures	-	-	-

WHEREAS, a Q2 budget amendment #1 is recommended for Fiscal Years 2026 to rectify a budgetary error within the Sheriff's Patrol Services division, specifically concerning the Revenue and Expenditure Category. This amendment proposes reallocating $12,000 to the Prosecuting Attorney's Office, sourced from the unspent balance of funds derived from the Grant Acceptance from the Michigan Commission on Law Enforcement Standards for the 2025 Continuing Professional Education Program, Resolution #2025-4866. Additionally, the grant period is extended in Workday from December 31, 2025, to December 31, 2026 and amendment is within 15% of the original award; and

Oakland County, Michigan
FY 2026 Second Quarter Financial Forecast and Budget Amendments
Net Neutral

R/E	Fund Name	Division Name	Fund # (FND)	Cost Center (CCN) #	Account # (RC/SC)	Program # (PRG)	Grant ID (GRN) #	Project ID # (PROJ)	Region (REG)	Budget Fund Affiliate (BFA)	Ledger Account Summary	Account Title	FY 2026 Amendment	FY 2027 Amendment	FY 2028 Amendment
R	Child Care Fund	Non Departmental	FND20293	CCN9010101	RC615359	PRG113325					615000	Child Care Subsidy	(22,016)	-	-
R	Child Care Fund	Non Departmental	FND20293	CCN9010101	RC615359	PRG112700					615000	Child Care Subsidy	(11,008)	-	-
R	Child Care Fund	Non Departmental	FND20293	CCN9090101	RC695500	PRG112700				BFA10100	695500	Tranfers In	(11,008)	-	-
													(44,032)	-	-
E	Child Care Fund	Family Division	FND20293	CCN3010402	SC702010	PRG121200					702000	Salaries Regular	(30,000)	-	-
E	Child Care Fund	Family Division	FND20293	CCN3010402	SC722900	PRG121200					722000	Fringe Benefit Adjustment	(14,032)	-	-
													(44,032)	-	-
E	General Fund	Non Departmental	FND10100	CCN9010101	SC788001	PRG112700				BFA20293	788001	Transfers Out	(11,008)	-	-
E	General Fund	Non Departmental	FND10100	CCN9090101	SC740072	PRG196030					740000	Contingency	11,008	-	-
													-	-	-

WHEREAS a FY2026 budget amendment is recommended for the Family Court Division of the Circuit Court removing Twenty-Five percent (25%) of the position budget from the Child Care Fund as the FY26 State Court Administrative Office JDC Grant (MR #2025-5895) is partially funding position number P00009711-Youth and Family Caseworker II; and

E	General Fund	Office of Sustainaiblity	FND10100	CCN1010101	SC731213	PRG181000					730000	Membership Dues	(3,000)	(3,000)	(3,000)
E	General Fund	Office of Sustainaiblity	FND10100	CCN1010101	SC731836	PRG181000					730000	Sponsorship	3,000	3,000	3,000
													-	-	-

WHEREAS a FY2026 - FY 2028 net neutral budget amendment is recommended for the County Executive Administration Division to subtract ($3,000) from Membership Dues and reallocate $3,000 to Sponsorship, which aligns with anticipated expenditures; and

E	General Fund	Office of Sustainaiblity	FND10100	CCN1010901	SC750511	PRG140015					750000	Special Event Supplies	(25,000)	(25,000)	(25,000)
E	General Fund	Office of Sustainaiblity	FND10100	CCN1010901	SC731818	PRG140015					730000	Special Event Program	25,000	25,000	25,000
													-	-	-

WHEREAS a FY2026 - FY 2028 net neutral budget amendment is recommended for the Office of Sustainability Division to subtract ($25,000) from Special Event Supplies and reallocate $25,000 to Special Event Program, which aligns anticipated expenditures; and

E	General Fund	District Court I Administration	FND10100	CCN3020201	SC730562	PRG121020					730000	Electrical Service	(26,462)	-	-
E	General Fund	District Court I Administration	FND10100	CCN3020201	SC731269	PRG121020					730000	Natural Gas	20,487	-	-
E	General Fund	District Court I Administration	FND10100	CCN3020201	SC732102	PRG121020					730000	Water and Sewer Charges	5,976	-	-
												Total Expenditures	-	-	-

WHEREAS a FY 2026 budget amendment is recommended for 52-1 Novi District Court to reallocate funds from their Electrical Service line item to the Natural Gas and Water and Sewer Charges line items, causing no impact to the original budget; and

E	General Fund	District Court II Administration	FND10100	CCN3020301	SC730562	PRG121020					730000	Electrical Service	(12,693)	-	-
E	General Fund	District Court II Administration	FND10100	CCN3020301	SC731269	PRG121020					730000	Natural Gas	7,976	-	-
E	General Fund	District Court II Administration	FND10100	CCN3020301	SC732102	PRG121020					730000	Water and Sewer Charges	4,718	-	-
												Total Expenditures	-	-	-

WHEREAS a FY 2026 budget amendment is recommended for 52-2 Clarkston District Court to reallocate funds from their Electrical Service line item to the Natural Gas and Water and Sewer Charges line items, causing no impact to the original budget; and

E	General Fund	District Court IV Administration	FND10100	CCN3020501	SC730562	PRG121020					730000	Electrical Service	(37,329)	-	-
E	General Fund	District Court IV Administration	FND10100	CCN3020501	SC731269	PRG121020					730000	Natural Gas	21,490	-	-
E	General Fund	District Court IV Administration	FND10100	CCN3020501	SC732102	PRG121020					730000	Water and Sewer Charges	15,838	-	-
												Total Expenditures	-	-	-

WHEREAS a FY 2026 budget amendment is recommended for 52-4 Novi District Court to reallocate funds from their Electrical Service line item to the Natural Gas and Water and Sewer Charges line items, causing no impact to the original budget; and

E	General Fund	Economic Development	FND10100	CCN1090109	SC731818	PRG171000					730000	Special Event Program	(160,000)	(160,000)	(160,000)
E	General Fund	Economic Development	FND10100	CCN1090109	SC731818	PRG171041					730000	Special Event Program	40,000	40,000	40,000
E	General Fund	Economic Development	FND10100	CCN1090109	SC731818	PRG171042					730000	Special Event Program	20,000	20,000	20,000
E	General Fund	Economic Development	FND10100	CCN1090109	SC731818	PRG171043					730000	Special Event Program	50,000	50,000	50,000
E	General Fund	Economic Development	FND10100	CCN1090109	SC731818	PRG171044					730000	Special Event Program	50,000	50,000	50,000
												Total Expenditures	-	-	-

WHEREAS an FY 2026 - FY 2028 budget amendment is recommended for Economic Development to reallocate funds from CD Administrative Services (PRG171000) to four newly created programs for each of the special events represented in that budget, Bocce Tournament (PRG171041), Holiday Extravaganza

E	General Fund	Health	FND10100	CCN1060101	SC702010	PRG133365					702000	Salaries Regular	(341,834)	-	-
E	General Fund	Health	FND10100	CCN1060101	SC722770	PRG133365					722000	Retirement	(92,436)	-	-
E	General Fund	Health	FND10100	CCN1060101	SC722750	PRG133365					722000	Workers Compensation	(192)	-	-
E	General Fund	Health	FND10100	CCN1060101	SC722780	PRG133365					722000	Hospitalization	(75,672)	-	-
E	General Fund	Health	FND10100	CCN1060101	SC722800	PRG133365					722000	Dental	(4,488)	-	-
E	General Fund	Health	FND10100	CCN1060101	SC722850	PRG133365					722000	Optical	(204)	-	-
E	General Fund	Health	FND10100	CCN1060101	SC722790	PRG133365					722000	Social Security	(24,144)	-	-
E	General Fund	Health	FND10100	CCN1060101	SC722820	PRG133365					722000	Unemployment Insurance	(168)	-	-
E	General Fund	Health	FND10100	CCN1060101	SC722760	PRG133365					722000	Group Life	(732)	-	-
E	General Fund	Health	FND10100	CCN1060101	SC722810	PRG133365					722000	Disability	(5,040)	-	-
E	General Fund	Health	FND10100	CCN1060101	SC702010	PRG133170					702000	Salaries Regular	(139,760)	-	-
E	General Fund	Health	FND10100	CCN1060101	SC722770	PRG133170					722000	Retirement	(32,664)	-	-
E	General Fund	Health	FND10100	CCN1060101	SC722750	PRG133170					722000	Workers Compensation	(72)	-	-

Oakland County, Michigan
FY 2026 Second Quarter Financial Forecast and Budget Amendments
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R/E	Fund Name	Division Name	Fund # (FND)	Cost Center (CCN) #	Account # (RC/SC)	Program # (PRG)	Grant ID (GRN) #	Project ID # (PROJ)	Region (REG)	Budget Fund Affiliate (BFA)	Ledger Account Summary	Account Title	FY 2026 Amendment	FY 2027 Amendment	FY 2028 Amendment
E	General Fund	Health	FND10100	CCN1060101	SC722780	PRG133170					722000	Hospitalization	(23,316)	-	-
E	General Fund	Health	FND10100	CCN1060101	SC722800	PRG133170					722000	Dental	(1,416)	-	-
E	General Fund	Health	FND10100	CCN1060101	SC722850	PRG133170					722000	Optical	(132)	-	-
E	General Fund	Health	FND10100	CCN1060101	SC722790	PRG133170					722000	Social Security	(9,864)	-	-
E	General Fund	Health	FND10100	CCN1060101	SC722820	PRG133170					722000	Unemployment Insurance	(72)	-	-
E	General Fund	Health	FND10100	CCN1060101	SC722760	PRG133170					722000	Group Life	(300)	-	-
E	General Fund	Health	FND10100	CCN1060101	SC722810	PRG133170					722000	Disability	(2,064)	-	-
E	General Fund	Health	FND10100	CCN1060211	SC702010	PRG133990					702000	Salaries Regular	(787,479)	-	-
E	General Fund	Health	FND10100	CCN1060211	SC722770	PRG133990					722000	Retirement	(203,568)	-	-
E	General Fund	Health	FND10100	CCN1060211	SC722750	PRG133990					722000	Workers Compensation	(660)	-	-
E	General Fund	Health	FND10100	CCN1060211	SC722780	PRG133990					722000	Hospitalization	(197,376)	-	-
E	General Fund	Health	FND10100	CCN1060211	SC722800	PRG133990					722000	Dental	(10,656)	-	-
E	General Fund	Health	FND10100	CCN1060211	SC722850	PRG133990					722000	Optical	(660)	-	-
E	General Fund	Health	FND10100	CCN1060211	SC722790	PRG133990					722000	Social Security	(52,884)	-	-
E	General Fund	Health	FND10100	CCN1060211	SC722820	PRG133990					722000	Unemployment Insurance	(348)	-	-
E	General Fund	Health	FND10100	CCN1060211	SC722760	PRG133990					722000	Group Life	(1,632)	-	-
E	General Fund	Health	FND10100	CCN1060211	SC722810	PRG133990					722000	Disability	(10,992)	-	-
E	General Fund	Health	FND10100	CCN1060211	SC702010	PRG133150					702000	Salaries Regular	(449,923)	-	-
E	General Fund	Health	FND10100	CCN1060211	SC722770	PRG133150					722000	Retirement	(109,572)	-	-
E	General Fund	Health	FND10100	CCN1060211	SC722750	PRG133150					722000	Workers Compensation	(408)	-	-
E	General Fund	Health	FND10100	CCN1060211	SC722780	PRG133150					722000	Hospitalization	(118,788)	-	-
E	General Fund	Health	FND10100	CCN1060211	SC722800	PRG133150					722000	Dental	(6,264)	-	-
E	General Fund	Health	FND10100	CCN1060211	SC722850	PRG133150					722000	Optical	(468)	-	-
E	General Fund	Health	FND10100	CCN1060211	SC722790	PRG133150					722000	Social Security	(29,568)	-	-
E	General Fund	Health	FND10100	CCN1060211	SC722820	PRG133150					722000	Unemployment Insurance	(192)	-	-
E	General Fund	Health	FND10100	CCN1060211	SC722760	PRG133150					722000	Group Life	(912)	-	-
E	General Fund	Health	FND10100	CCN1060211	SC722810	PRG133150					722000	Disability	(6,012)	-	-
E	General Fund	Health	FND10100	CCN1060211	SC702010	PRG134000					702000	Salaries Regular	(197,858)	-	-
E	General Fund	Health	FND10100	CCN1060211	SC722770	PRG134000					722000	Retirement	(52,056)	-	-
E	General Fund	Health	FND10100	CCN1060211	SC722750	PRG134000					722000	Workers Compensation	(120)	-	-
E	General Fund	Health	FND10100	CCN1060211	SC722780	PRG134000					722000	Hospitalization	(79,728)	-	-
E	General Fund	Health	FND10100	CCN1060211	SC722800	PRG134000					722000	Dental	(4,296)	-	-
E	General Fund	Health	FND10100	CCN1060211	SC722850	PRG134000					722000	Optical	(48)	-	-
E	General Fund	Health	FND10100	CCN1060211	SC722790	PRG134000					722000	Social Security	(13,980)	-	-
E	General Fund	Health	FND10100	CCN1060211	SC722820	PRG134000					722000	Unemployment Insurance	(84)	-	-
E	General Fund	Health	FND10100	CCN1060211	SC722760	PRG134000					722000	Group Life	(432)	-	-
E	General Fund	Health	FND10100	CCN1060211	SC722810	PRG134000					722000	Disability	(2,916)	-	-
E	General Fund	Health	FND10100	CCN1060211	SC702010	PRG134390					702000	Salaries Regular	(27,654)	-	-
E	General Fund	Health	FND10100	CCN1060211	SC722770	PRG134390					722000	Retirement	(756)	-	-
E	General Fund	Health	FND10100	CCN1060211	SC722750	PRG134390					722000	Workers Compensation	(12)	-	-
E	General Fund	Health	FND10100	CCN1060211	SC722790	PRG134390					722000	Social Security	(372)	-	-
E	General Fund	Health	FND10100	CCN1060211	SC722820	PRG134390					722000	Unemployment Insurance	(12)	-	-
E	General Fund	Health	FND10100	CCN1060211	SC702010	PRG133020					702000	Salaries Regular	(116,144)	-	-
E	General Fund	Health	FND10100	CCN1060211	SC722770	PRG133020					722000	Retirement	(30,576)	-	-
E	General Fund	Health	FND10100	CCN1060211	SC722750	PRG133020					722000	Workers Compensation	(72)	-	-
E	General Fund	Health	FND10100	CCN1060211	SC722780	PRG133020					722000	Hospitalization	(38,052)	-	-
E	General Fund	Health	FND10100	CCN1060211	SC722800	PRG133020					722000	Dental	(1,992)	-	-
E	General Fund	Health	FND10100	CCN1060211	SC722850	PRG133020					722000	Optical	(120)	-	-
E	General Fund	Health	FND10100	CCN1060211	SC722790	PRG133020					722000	Social Security	(8,208)	-	-
E	General Fund	Health	FND10100	CCN1060211	SC722820	PRG133020					722000	Unemployment Insurance	(48)	-	-
E	General Fund	Health	FND10100	CCN1060211	SC722760	PRG133020					722000	Group Life	(264)	-	-
E	General Fund	Health	FND10100	CCN1060211	SC722810	PRG133020					722000	Disability	(1,704)	-	-
E	General Fund	Health	FND10100	CCN1060201	SC702010	PRG133150					702000	Salaries Regular	(267,598)	-	-
E	General Fund	Health	FND10100	CCN1060201	SC722770	PRG133150					722000	Retirement	(62,976)	-	-
E	General Fund	Health	FND10100	CCN1060201	SC722750	PRG133150					722000	Workers Compensation	(192)	-	-
E	General Fund	Health	FND10100	CCN1060201	SC722780	PRG133150					722000	Hospitalization	(59,904)	-	-
E	General Fund	Health	FND10100	CCN1060201	SC722800	PRG133150					722000	Dental	(3,168)	-	-
E	General Fund	Health	FND10100	CCN1060201	SC722850	PRG133150					722000	Optical	(120)	-	-
E	General Fund	Health	FND10100	CCN1060201	SC722790	PRG133150					722000	Social Security	(18,492)	-	-
E	General Fund	Health	FND10100	CCN1060201	SC722820	PRG133150					722000	Unemployment Insurance	(132)	-	-
E	General Fund	Health	FND10100	CCN1060201	SC722760	PRG133150					722000	Group Life	(564)	-	-
E	General Fund	Health	FND10100	CCN1060201	SC722810	PRG133150					722000	Disability	(3,840)	-	-
E	General Fund	Health	FND10100	CCN1060201	SC702010	PRG133020					702000	Salaries Regular	(1,023,334)	-	-
E	General Fund	Health	FND10100	CCN1060201	SC722770	PRG133020					722000	Retirement	(200,412)	-	-
E	General Fund	Health	FND10100	CCN1060201	SC722750	PRG133020					722000	Workers Compensation	(5,412)	-	-
E	General Fund	Health	FND10100	CCN1060201	SC722780	PRG133020					722000	Hospitalization	(220,248)	-	-
E	General Fund	Health	FND10100	CCN1060201	SC722800	PRG133020					722000	Dental	(11,856)	-	-
E	General Fund	Health	FND10100	CCN1060201	SC722850	PRG133020					722000	Optical	(984)	-	-
E	General Fund	Health	FND10100	CCN1060201	SC722790	PRG133020					722000	Social Security	(67,752)	-	-
E	General Fund	Health	FND10100	CCN1060201	SC722820	PRG133020					722000	Unemployment Insurance	(492)	-	-
E	General Fund	Health	FND10100	CCN1060201	SC722760	PRG133020					722000	Group Life	(2,052)	-	-
E	General Fund	Health	FND10100	CCN1060201	SC722810	PRG133020					722000	Disability	(14,004)	-	-
E	General Fund	Health	FND10100	CCN1060201	SC702010	PRG134420					702000	Salaries Regular	(79,323)	-	-
E	General Fund	Health	FND10100	CCN1060201	SC722770	PRG134420					722000	Retirement	(13,824)	-	-
E	General Fund	Health	FND10100	CCN1060201	SC722750	PRG134420					722000	Workers Compensation	(756)	-	-

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R/E	Fund Name	Division Name	Fund # (FND)	Cost Center (CCN) #	Account # (RC/SC)	Program # (PRG)	Grant ID (GRN) #	Project ID # (PROJ)	Region (REG)	Budget Fund Affiliate (BFA)	Ledger Account Summary	Account Title	FY 2026 Amendment	FY 2027 Amendment	FY 2028 Amendment
E	General Fund	Health	FND10100	CCN1060201	SC722780	PRG134420					722000	Hospitalization	(25,872)	-	-
E	General Fund	Health	FND10100	CCN1060201	SC722800	PRG134420					722000	Dental	(1,212)	-	-
E	General Fund	Health	FND10100	CCN1060201	SC722850	PRG134420					722000	Optical	(120)	-	-
E	General Fund	Health	FND10100	CCN1060201	SC722790	PRG134420					722000	Social Security	(5,340)	-	-
E	General Fund	Health	FND10100	CCN1060201	SC722820	PRG134420					722000	Unemployment Insurance	(36)	-	-
E	General Fund	Health	FND10100	CCN1060201	SC722760	PRG134420					722000	Group Life	(156)	-	-
E	General Fund	Health	FND10100	CCN1060201	SC722810	PRG134420					722000	Disability	(1,116)	-	-
E	General Fund	Health	FND10100	CCN1060240	SC702010	PRG133390					702000	Salaries Regular	(739,646)	-	-
E	General Fund	Health	FND10100	CCN1060240	SC722770	PRG133390					722000	Retirement	(120,144)	-	-
E	General Fund	Health	FND10100	CCN1060240	SC722750	PRG133390					722000	Workers Compensation	(5,460)	-	-
E	General Fund	Health	FND10100	CCN1060240	SC722780	PRG133390					722000	Hospitalization	(156,888)	-	-
E	General Fund	Health	FND10100	CCN1060240	SC722800	PRG133390					722000	Dental	(8,508)	-	-
E	General Fund	Health	FND10100	CCN1060240	SC722850	PRG133390					722000	Optical	(516)	-	-
E	General Fund	Health	FND10100	CCN1060240	SC722790	PRG133390					722000	Social Security	(44,952)	-	-
E	General Fund	Health	FND10100	CCN1060240	SC722820	PRG133390					722000	Unemployment Insurance	(336)	-	-
E	General Fund	Health	FND10100	CCN1060240	SC722760	PRG133390					722000	Group Life	(1,356)	-	-
E	General Fund	Health	FND10100	CCN1060240	SC722810	PRG133390					722000	Disability	(9,384)	-	-
E	General Fund	Health	FND10100	CCN1060241	SC702010	PRG133390					702000	Salaries Regular	(7,463)	-	-
E	General Fund	Health	FND10100	CCN1060241	SC722770	PRG133390					722000	Retirement	(120)	-	-
E	General Fund	Health	FND10100	CCN1060241	SC722750	PRG133390					722000	Workers Compensation	(48)	-	-
E	General Fund	Health	FND10100	CCN1060241	SC722790	PRG133390					722000	Social Security	(120)	-	-
E	General Fund	Health	FND10100	CCN1060234	SC702010	PRG133975					702000	Salaries Regular	(43,025)	-	-
E	General Fund	Health	FND10100	CCN1060234	SC702010	PRG133990					702000	Salaries Regular	(110,815)	-	-
E	General Fund	Health	FND10100	CCN1060234	SC722770	PRG133990					722000	Retirement	(27,996)	-	-
E	General Fund	Health	FND10100	CCN1060234	SC722750	PRG133990					722000	Workers Compensation	(60)	-	-
E	General Fund	Health	FND10100	CCN1060234	SC722780	PRG133990					722000	Hospitalization	(6,720)	-	-
E	General Fund	Health	FND10100	CCN1060234	SC722800	PRG133990					722000	Dental	(408)	-	-
E	General Fund	Health	FND10100	CCN1060234	SC722850	PRG133990					722000	Optical	(36)	-	-
E	General Fund	Health	FND10100	CCN1060234	SC722790	PRG133990					722000	Social Security	(7,824)	-	-
E	General Fund	Health	FND10100	CCN1060234	SC722820	PRG133990					722000	Unemployment Insurance	(60)	-	-
E	General Fund	Health	FND10100	CCN1060234	SC722760	PRG133990					722000	Group Life	(240)	-	-
E	General Fund	Health	FND10100	CCN1060234	SC722810	PRG133990					722000	Disability	(1,632)	-	-
E	General Fund	Health	FND10100	CCN1060234	SC702010	PRG133020					702000	Salaries Regular	(94,004)	-	-
E	General Fund	Health	FND10100	CCN1060234	SC722770	PRG133020					722000	Retirement	(15,792)	-	-
E	General Fund	Health	FND10100	CCN1060234	SC722750	PRG133020					722000	Workers Compensation	(900)	-	-
E	General Fund	Health	FND10100	CCN1060234	SC722780	PRG133020					722000	Hospitalization	(29,952)	-	-
E	General Fund	Health	FND10100	CCN1060234	SC722800	PRG133020					722000	Dental	(1,188)	-	-
E	General Fund	Health	FND10100	CCN1060234	SC722850	PRG133020					722000	Optical	(132)	-	-
E	General Fund	Health	FND10100	CCN1060234	SC722790	PRG133020					722000	Social Security	(6,324)	-	-
E	General Fund	Health	FND10100	CCN1060234	SC722820	PRG133020					722000	Unemployment Insurance	(48)	-	-
E	General Fund	Health	FND10100	CCN1060234	SC722760	PRG133020					722000	Group Life	(192)	-	-
E	General Fund	Health	FND10100	CCN1060234	SC722810	PRG133020					722000	Disability	(1,320)	-	-
												Total Expenditures	(6,855,332)	-	-
E	General Fund	Health	FND10100	CCN1060106	SC702010	PRG133365					702000	Salaries Regular	526,589	-	-
E	General Fund	Health	FND10100	CCN1060106	SC722770	PRG133365					722000	Retirement	140,160	-	-
E	General Fund	Health	FND10100	CCN1060106	SC722750	PRG133365					722000	Workers Compensation	300	-	-
E	General Fund	Health	FND10100	CCN1060106	SC722780	PRG133365					722000	Hospitalization	135,576	-	-
E	General Fund	Health	FND10100	CCN1060106	SC722800	PRG133365					722000	Dental	7,656	-	-
E	General Fund	Health	FND10100	CCN1060106	SC722850	PRG133365					722000	Optical	336	-	-
E	General Fund	Health	FND10100	CCN1060106	SC722790	PRG133365					722000	Social Security	37,188	-	-
E	General Fund	Health	FND10100	CCN1060106	SC722820	PRG133365					722000	Unemployment Insurance	264	-	-
E	General Fund	Health	FND10100	CCN1060106	SC722760	PRG133365					722000	Group Life	1,128	-	-
E	General Fund	Health	FND10100	CCN1060106	SC722810	PRG133365					722000	Disability	7,752	-	-
E	General Fund	Health	FND10100	CCN1060201	SC702010	PRG133150					702000	Salaries Regular	346,037	-	-
E	General Fund	Health	FND10100	CCN1060201	SC722770	PRG133150					722000	Retirement	64,896	-	-
E	General Fund	Health	FND10100	CCN1060201	SC722750	PRG133150					722000	Workers Compensation	2,736	-	-
E	General Fund	Health	FND10100	CCN1060201	SC722780	PRG133150					722000	Hospitalization	99,552	-	-
E	General Fund	Health	FND10100	CCN1060201	SC722800	PRG133150					722000	Dental	5,268	-	-
E	General Fund	Health	FND10100	CCN1060201	SC722850	PRG133150					722000	Optical	264	-	-
E	General Fund	Health	FND10100	CCN1060201	SC722790	PRG133150					722000	Social Security	23,496	-	-
E	General Fund	Health	FND10100	CCN1060201	SC722820	PRG133150					722000	Unemployment Insurance	180	-	-
E	General Fund	Health	FND10100	CCN1060201	SC722760	PRG133150					722000	Group Life	708	-	-
E	General Fund	Health	FND10100	CCN1060201	SC722810	PRG133150					722000	Disability	4,896	-	-
E	General Fund	Health	FND10100	CCN1060212	SC702010	PRG133120					702000	Salaries Regular	26,369	-	-
E	General Fund	Health	FND10100	CCN1060212	SC722770	PRG133120					722000	Retirement	744	-	-
E	General Fund	Health	FND10100	CCN1060212	SC722750	PRG133120					722000	Workers Compensation	60	-	-
E	General Fund	Health	FND10100	CCN1060212	SC722790	PRG133120					722000	Social Security	420	-	-
E	General Fund	Health	FND10100	CCN1060212	SC722820	PRG133120					722000	Unemployment Insurance	12	-	-
E	General Fund	Health	FND10100	CCN1060220	SC702010	PRG134000					702000	Salaries Regular	197,858	-	-
E	General Fund	Health	FND10100	CCN1060220	SC722770	PRG134000					722000	Retirement	52,056	-	-
E	General Fund	Health	FND10100	CCN1060220	SC722750	PRG134000					722000	Workers Compensation	120	-	-
E	General Fund	Health	FND10100	CCN1060220	SC722780	PRG134000					722000	Hospitalization	79,728	-	-
E	General Fund	Health	FND10100	CCN1060220	SC722800	PRG134000					722000	Dental	4,296	-	-

Oakland County, Michigan
FY 2026 Second Quarter Financial Forecast and Budget Amendments
Net Neutral

R/E	Fund Name	Division Name	Fund # (FND)	Cost Center (CCN) #	Account # (RC/SC)	Program # (PRG)	Grant ID (GRN) #	Project ID # (PROJ)	Region (REG)	Budget Fund Affiliate (BFA)	Ledger Account Summary	Account Title	FY 2026 Amendment	FY 2027 Amendment	FY 2028 Amendment
E	General Fund	Health	FND10100	CCN1060220	SC722850	PRG134000					722000	Optical	48	-	-
E	General Fund	Health	FND10100	CCN1060220	SC722790	PRG134000					722000	Social Security	13,980	-	-
E	General Fund	Health	FND10100	CCN1060220	SC722820	PRG134000					722000	Unemployment Insurance	84	-	-
E	General Fund	Health	FND10100	CCN1060220	SC722760	PRG134000					722000	Group Life	432	-	-
E	General Fund	Health	FND10100	CCN1060220	SC722810	PRG134000					722000	Disability	2,916	-	-
E	General Fund	Health	FND10100	CCN1060220	SC702010	PRG134390					702000	Salaries Regular	85,726	-	-
E	General Fund	Health	FND10100	CCN1060220	SC722770	PRG134390					722000	Retirement	16,944	-	-
E	General Fund	Health	FND10100	CCN1060220	SC722750	PRG134390					722000	Workers Compensation	48	-	-
E	General Fund	Health	FND10100	CCN1060220	SC722780	PRG134390					722000	Hospitalization	19,824	-	-
E	General Fund	Health	FND10100	CCN1060220	SC722800	PRG134390					722000	Dental	972	-	-
E	General Fund	Health	FND10100	CCN1060220	SC722850	PRG134390					722000	Optical	72	-	-
E	General Fund	Health	FND10100	CCN1060220	SC722790	PRG134390					722000	Social Security	4,476	-	-
E	General Fund	Health	FND10100	CCN1060220	SC722820	PRG134390					722000	Unemployment Insurance	36	-	-
E	General Fund	Health	FND10100	CCN1060220	SC722760	PRG134390					722000	Group Life	132	-	-
E	General Fund	Health	FND10100	CCN1060220	SC722810	PRG134390					722000	Disability	852	-	-
E	General Fund	Health	FND10100	CCN1060220	SC702010	PRG133150					702000	Salaries Regular	21,324	-	-
E	General Fund	Health	FND10100	CCN1060220	SC722770	PRG133150					722000	Retirement	324	-	-
E	General Fund	Health	FND10100	CCN1060220	SC722750	PRG133150					722000	Workers Compensation	144	-	-
E	General Fund	Health	FND10100	CCN1060220	SC722790	PRG133150					722000	Social Security	324	-	-
E	General Fund	Health	FND10100	CCN1060234	SC702010	PRG133990					702000	Salaries Regular	1,100,088	-	-
E	General Fund	Health	FND10100	CCN1060234	SC722770	PRG133990					722000	Retirement	279,492	-	-
E	General Fund	Health	FND10100	CCN1060234	SC722750	PRG133990					722000	Workers Compensation	840	-	-
E	General Fund	Health	FND10100	CCN1060234	SC722780	PRG133990					722000	Hospitalization	248,028	-	-
E	General Fund	Health	FND10100	CCN1060234	SC722800	PRG133990					722000	Dental	13,572	-	-
E	General Fund	Health	FND10100	CCN1060234	SC722850	PRG133990					722000	Optical	936	-	-
E	General Fund	Health	FND10100	CCN1060234	SC722790	PRG133990					722000	Social Security	74,952	-	-
E	General Fund	Health	FND10100	CCN1060234	SC722820	PRG133990					722000	Unemployment Insurance	492	-	-
E	General Fund	Health	FND10100	CCN1060234	SC722760	PRG133990					722000	Group Life	2,328	-	-
E	General Fund	Health	FND10100	CCN1060234	SC722810	PRG133990					722000	Disability	15,600	-	-
E	General Fund	Health	FND10100	CCN1060234	SC702010	PRG133910					702000	Salaries Regular	439,658	-	-
E	General Fund	Health	FND10100	CCN1060234	SC722770	PRG133910					722000	Retirement	47,376	-	-
E	General Fund	Health	FND10100	CCN1060234	SC722750	PRG133910					722000	Workers Compensation	2,700	-	-
E	General Fund	Health	FND10100	CCN1060234	SC722780	PRG133910					722000	Hospitalization	63,972	-	-
E	General Fund	Health	FND10100	CCN1060234	SC722800	PRG133910					722000	Dental	3,240	-	-
E	General Fund	Health	FND10100	CCN1060234	SC722850	PRG133910					722000	Optical	264	-	-
E	General Fund	Health	FND10100	CCN1060234	SC722790	PRG133910					722000	Social Security	18,972	-	-
E	General Fund	Health	FND10100	CCN1060234	SC722820	PRG133910					722000	Unemployment Insurance	144	-	-
E	General Fund	Health	FND10100	CCN1060234	SC722760	PRG133910					722000	Group Life	576	-	-
E	General Fund	Health	FND10100	CCN1060234	SC722810	PRG133910					722000	Disability	3,960	-	-
E	General Fund	Health	FND10100	CCN1060296	SC702010	PRG133020					702000	Salaries Regular	1,095,270	-	-
E	General Fund	Health	FND10100	CCN1060296	SC722770	PRG133020					722000	Retirement	223,020	-	-
E	General Fund	Health	FND10100	CCN1060296	SC722750	PRG133020					722000	Workers Compensation	6,324	-	-
E	General Fund	Health	FND10100	CCN1060296	SC722780	PRG133020					722000	Hospitalization	243,048	-	-
E	General Fund	Health	FND10100	CCN1060296	SC722800	PRG133020					722000	Dental	12,444	-	-
E	General Fund	Health	FND10100	CCN1060296	SC722850	PRG133020					722000	Optical	1,020	-	-
E	General Fund	Health	FND10100	CCN1060296	SC722790	PRG133020					722000	Social Security	75,228	-	-
E	General Fund	Health	FND10100	CCN1060296	SC722820	PRG133020					722000	Unemployment Insurance	540	-	-
E	General Fund	Health	FND10100	CCN1060296	SC722760	PRG133020					722000	Group Life	2,292	-	-
E	General Fund	Health	FND10100	CCN1060296	SC722810	PRG133020					722000	Disability	15,684	-	-
E	General Fund	Health	FND10100	CCN1060234	SC702010	PRG133996					702000	Salaries Regular	189,298	-	-
E	General Fund	Health	FND10100	CCN1060234	SC722770	PRG133996					722000	Retirement	46,944	-	-
E	General Fund	Health	FND10100	CCN1060234	SC722750	PRG133996					722000	Workers Compensation	108	-	-
E	General Fund	Health	FND10100	CCN1060234	SC722780	PRG133996					722000	Hospitalization	51,924	-	-
E	General Fund	Health	FND10100	CCN1060234	SC722800	PRG133996					722000	Dental	3,168	-	-
E	General Fund	Health	FND10100	CCN1060234	SC722850	PRG133996					722000	Optical	252	-	-
E	General Fund	Health	FND10100	CCN1060234	SC722790	PRG133996					722000	Social Security	13,368	-	-
E	General Fund	Health	FND10100	CCN1060234	SC722820	PRG133996					722000	Unemployment Insurance	96	-	-
E	General Fund	Health	FND10100	CCN1060234	SC722760	PRG133996					722000	Group Life	396	-	-
E	General Fund	Health	FND10100	CCN1060234	SC722810	PRG133996					722000	Disability	2,664	-	-
E	General Fund	Health	FND10100	CCN1060240	SC702010	PRG133390					702000	Salaries Regular	120,488	-	-
E	General Fund	Health	FND10100	CCN1060240	SC722770	PRG133390					722000	Retirement	28,260	-	-
E	General Fund	Health	FND10100	CCN1060240	SC722750	PRG133390					722000	Workers Compensation	120	-	-
E	General Fund	Health	FND10100	CCN1060240	SC722780	PRG133390					722000	Hospitalization	27,456	-	-
E	General Fund	Health	FND10100	CCN1060240	SC722800	PRG133390					722000	Dental	1,584	-	-
E	General Fund	Health	FND10100	CCN1060240	SC722850	PRG133390					722000	Optical	72	-	-
E	General Fund	Health	FND10100	CCN1060240	SC722790	PRG133390					722000	Social Security	8,112	-	-
E	General Fund	Health	FND10100	CCN1060240	SC722820	PRG133390					722000	Unemployment Insurance	48	-	-
E	General Fund	Health	FND10100	CCN1060240	SC722760	PRG133390					722000	Group Life	252	-	-
E	General Fund	Health	FND10100	CCN1060240	SC722810	PRG133390					722000	Disability	1,668	-	-
E	General Fund	Health	FND10100	CCN1060240	SC702010	PRG134420					702000	Salaries Regular	79,323	-	-
E	General Fund	Health	FND10100	CCN1060240	SC722770	PRG134420					722000	Retirement	13,824	-	-
E	General Fund	Health	FND10100	CCN1060240	SC722750	PRG134420					722000	Workers Compensation	756	-	-
E	General Fund	Health	FND10100	CCN1060240	SC722780	PRG134420					722000	Hospitalization	25,872	-	-
E	General Fund	Health	FND10100	CCN1060240	SC722800	PRG134420					722000	Dental	1,212	-	-
E	General Fund	Health	FND10100	CCN1060240	SC722850	PRG134420					722000	Optical	120	-	-

Oakland County, Michigan
FY 2026 Second Quarter Financial Forecast and Budget Amendments
Net Neutral

R/E	Fund Name	Division Name	Fund # (FND)	Cost Center (CCN) #	Account # (RC/SC)	Program # (PRG)	Grant ID (GRN) #	Project ID # (PROJ)	Region (REG)	Budget Fund Affiliate (BFA)	Ledger Account Summary	Account Title	FY 2026 Amendment	FY 2027 Amendment	FY 2028 Amendment
E	General Fund	Health	FND10100	CCN1060240	SC722790	PRG134420					722000	Social Security	5,340	-	-
E	General Fund	Health	FND10100	CCN1060240	SC722820	PRG134420					722000	Unemployment Insurance	36	-	-
E	General Fund	Health	FND10100	CCN1060240	SC722760	PRG134420					722000	Group Life	156	-	-
E	General Fund	Health	FND10100	CCN1060240	SC722810	PRG134420					722000	Disability	1,116	-	-
E	General Fund	Health	FND10100	CCN1060241	SC702010	PRG133390					702000	Salaries Regular	139,760	-	-
E	General Fund	Health	FND10100	CCN1060241	SC722770	PRG133390					722000	Retirement	32,664	-	-
E	General Fund	Health	FND10100	CCN1060241	SC722750	PRG133390					722000	Workers Compensation	72	-	-
E	General Fund	Health	FND10100	CCN1060241	SC722780	PRG133390					722000	Hospitalization	29,952	-	-
E	General Fund	Health	FND10100	CCN1060241	SC722800	PRG133390					722000	Dental	1,584	-	-
E	General Fund	Health	FND10100	CCN1060241	SC722850	PRG133390					722000	Optical	120	-	-
E	General Fund	Health	FND10100	CCN1060241	SC722790	PRG133390					722000	Social Security	9,864	-	-
E	General Fund	Health	FND10100	CCN1060241	SC722820	PRG133390					722000	Unemployment Insurance	72	-	-
E	General Fund	Health	FND10100	CCN1060241	SC722760	PRG133390					722000	Group Life	300	-	-
E	General Fund	Health	FND10100	CCN1060241	SC722810	PRG133390					722000	Disability	2,064	-	-
E	General Fund	Health	FND10100	CCN1060290	SC702010	PRG133150					702000	Salaries Regular	58,072	-	-
E	General Fund	Health	FND10100	CCN1060290	SC722770	PRG133150					722000	Retirement	16,188	-	-
E	General Fund	Health	FND10100	CCN1060290	SC722750	PRG133150					722000	Workers Compensation	36	-	-
E	General Fund	Health	FND10100	CCN1060290	SC722780	PRG133150					722000	Hospitalization	7,584	-	-
E	General Fund	Health	FND10100	CCN1060290	SC722800	PRG133150					722000	Dental	456	-	-
E	General Fund	Health	FND10100	CCN1060290	SC722850	PRG133150					722000	Optical	36	-	-
E	General Fund	Health	FND10100	CCN1060290	SC722790	PRG133150					722000	Social Security	4,104	-	-
E	General Fund	Health	FND10100	CCN1060290	SC722820	PRG133150					722000	Unemployment Insurance	24	-	-
E	General Fund	Health	FND10100	CCN1060290	SC722760	PRG133150					722000	Group Life	132	-	-
E	General Fund	Health	FND10100	CCN1060290	SC722810	PRG133150					722000	Disability	852	-	-
												Total Expenditures	6,855,332	-	-

WHEREAS a FY 2026 net neutral budget amendment is recommended for Health and Human Services Health Division to reallocate the position budgets into their appropriate cost centers and programs to improve operations and better align with reporting requirements. FY2027 and FY2028 will be reallocated in the next budget development cycle; and

E	Child Care Fund	Health	FND20293	CCN1070701	SC731458	PRG112100					730000	Professional Services	(14,600)	(14,600)	(14,600)
E	Child Care Fund	Health	FND20293	CCN1070701	SC731906	PRG112100					730000	Testing Services	(28,840)	(28,840)	(28,840)
E	Child Care Fund	Health	FND20293	CCN1070701	SC750301	PRG112100					730000	Medical Supplies	(10,000)	(10,000)	(10,000)
												Total Expenditures	(53,440)	(53,440)	(53,440)
E	Child Care Fund	Childrens Village Child Care	FND20293	CCN1060505	SC731458	PRG112100					730000	Professional Services	14,600	14,600	14,600
E	Child Care Fund	Childrens Village Child Care	FND20293	CCN1060505	SC731906	PRG112100					730000	Testing Services	28,840	28,840	28,840
E	Child Care Fund	Childrens Village Child Care	FND20293	CCN1060505	SC750301	PRG112100					750000	Medical Supplies	10,000	10,000	10,000
												Total Expenditures	53,440	53,440	53,440

WHEREAS a FY 2026 budget amendment is recommended for the Health and Human Services Department, Health Division, to reallocate the $14,600 in Professional Services, $28,840 in Testing Services, and $10,000 in Medical Supplies budget from the Children's Village Admin cost center to the Children's Village Child Care cost center to more accurately reflect funding and expenses with the operation of Children's Village Medical Unit and reflect the oversight through Health and Human Services; and

E	Human Service Grants	Health	FND11007	CCN1060284	SC731458	PRG133271	GRN-1004740				730000	Professional Services	(84,867)	(84,867)	(84,867)
E	Human Service Grants	Health	FND11007	CCN1060284	SC730373	PRG133271	GRN-1004740				730000	Contracted Services	84,867	84,867	84,867
												Total Expenditures	-	-	-

WHEREAS a FY2026 - FY 2028 net neutral budget amendment is recommended for the Health and Human Services Department Health Division to subtract ($84,867) from Professional Services and reallocate $84,867 to Contracted Services, which aligns with anticipated expenditures; and

E	Fringe Benefit	Employee Engagement	FND67800	CCN1050510	SC770631	PRG183200	-	-	-	-	770000	Bldg Space Cost Allocation	3,933	-	-
E	Fringe Benefit	Employee Engagement	FND67800	CCN1050510	SC770631	PRG183190	-	-	-	-	770000	Bldg Space Cost Allocation	(3,933)	-	-
												Total Expenditures	-	-	-

WHEREAS a FY2026 - FY 2028 net neutral budget amendment is recommended for the Health and Human Services Department Health Division to subtract ($84,867) from Professional Services and reallocate $84,867 to Contracted Services, which aligns with anticipated expenditures; and

E	General Fund	Sheriff Investigative and Forensic Services A	FND10100	CCN4030901	SC750280	PRG116240					750000	Laboratory Supplies	(110,000)	(110,000)	(110,000)
E	General Fund	Sheriff Investigative and Forensic Services A	FND10100	CCN4030901	SC730373	PRG116240					730000	Contracted Services	20,000	20,000	20,000
E	General Fund	Sheriff Investigative and Forensic Services A	FND10100	CCN4030901	SC730646	PRG116240					730000	Equipment Maintenance	90,000	90,000	90,000
													-	-	-

WHEREAS, a Q2 FY 2026-FY2028 budget amendment is proposed to reallocate funds within the Sheriff Investigative and Forensic Services Administration division. Specifically, ($110,000) is to be moved from the Laboratory Supplies budget, with $20,000 allocated to Contracted Services for Red Mitten and $90,000 for

E	General Fund	Planning and Local Business Development	FND10100	CCN1090201	SC731458	PRG172100					730000	Professional Services	627,349	-	-
E	General Fund	Planning and Local Business Development	FND10100	CCN1090201	SC731818	PRG171000					730000	Special Event Program	45,801	-	-
E	General Fund	Planning and Local Business Development	FND10100	CCN1090201	SC731818	PRG171000					730000	Special Event Program	125,000	-	-
E	General Fund	Planning and Local Business Development	FND10100	CCN1090201	SC730072	PRG171000					730000	Advertising	205,000	-	-
E	General Fund	Non Departmental	FND10100	CCN9090101	SC730359	PRG196030					730000	Contingency	(1,003,150)	-	-
													-	-	-

WHEREAS a FY2026 budget amendment is recommended for Economic Development to continue support for Main Street Oakland County, the Tourism Study, the Economic Development Training Program for CVTs, and a CRM platform; and

Oakland County, Michigan
FY 2026 Second Quarter Financial Forecast and Budget Amendments
Net Neutral

R/E	Fund Name	Division Name	Fund # (FND)	Cost Center (CCN) #	Account # (RC/SC)	Program # (PRG)	Grant ID (GRN) #	Project ID # (PROJ)	Region (REG)	Budget Fund Affiliate (BFA)	Ledger Account Summary	Account Title	FY 2026 Amendment	FY 2027 Amendment	FY 2028 Amendment
E	General Fund	Non Departmental	FND10100	CCN9090101	SC730359	PRG196030					730000	Contingency	(218,000)	-	-
E	General Fund	Human Resources	FND10100	CCN1050401	SC731773	PRG183010					730000	Software Rental Lease Purchase	18,000	-	-
E	General Fund	Human Resources	FND10100	CCN1050403	SC731773	PRG183020					730000	Software Rental Lease Purchase	71,000	-	-
E	General Fund	Human Resources	FND10100	CCN1050101	SC731458	PRG183010					730000	Professional Services	129,000	-	-
													-	-	-

WHEREAS a FY2026 budget amendment is recommended for Human Resources to continue ongoing Workday and website improvements;and

E	General Fund	Non Departmental	FND10100	CCN9090101	SC730359	PRG196030					730000	Contingency	(252,976)	-	-
E	General Fund	Health	FND10100	CCN1060101	SC731822	PRG133150					730000	Special Projects	139,634	-	-
E	General Fund	Performance Management	FND10100	CCN1011001	SC731822	PRG181000					730000	Special Projects	113,342	-	-
													-	-	-

WHEREAS a FY2026 budget amendment is recommended for the Health Department and Performance Management Division of $252,976 to continue support for the ongoing language audit ;and

Oakland County, Michigan
FY 2026 Second Quarter Financial Forecast and Budget Amendments
Subsequent Quarterly Forecast

R/E	Fund Name	Division Name	Fund # (FND)	Cost Center (CCN) #	Account # (RC/SC)	Program # (PRG)	Grant ID (GRN) #	Project ID # (PROJ)	Region (REG)	Budget Fund Affiliate (BFA)	Ledger Account Summary	Account Title	FY 2026 Amendment	FY 2027 Amendment	FY 2028 Amendment
R	Law Enforcement Enhance State	Inv. & Forensic Svcs	FND21341	CCN4030901	RC665882	PRG110090					665882	Planned Use of Balance	5,714	-	-
												Total Revenue	5,714	-	-
E	Law Enforcement Enhance State	Inv. & Forensic Svcs	FND21341	CCN4030901	SC788001	PRG110090				BFA10100	788001	Transfers Out - General Fund	5,714	-	-
												Total Expenditures	5,714	-	-
R	Dispatch Training	Emergency Comm Ops	FND21396	CCN4030701	RC665882	PRG112630					665882	Planned Use of Balance	27,640	-	-
												Total Revenue	27,640	-	-
E	Dispatch Training	Emergency Comm Ops	FND21396	CCN4030701	SC788001	PRG112630				BFA10100	788001	Transfers Out - General Fund	27,640	-	-
												Total Expenditures	27,640	-	-
R	Sheriff Booking Fee Training	Corrective Services	FND21397	CCN4030301	RC665882	PRG112620					665882	Planned Use of Balance	15,998	-	-
												Total Revenue	15,998	-	-
E	Sheriff Booking Fee Training	Corrective Services	FND21397	CCN4030301	SC788001	PRG112620				BFA10100	788001	Transfers Out - General Fund	15,998	-	-
												Total Expenditures	15,998	-	-
R	General Fund	Inv. & Forensic Svcs	FND10100	CCN4030901	RC695500	PRG110090				BFA21341	695500	Transfers In - Law Enforcement Enhance State	5,714	-	-
R	General Fund	Emergency Comm Ops	FND10100	CCN4030701	RC695500	PRG116230				BFA21396	695500	Transfers In - Sheriff Dispatch Training	27,640	-	-
R	General Fund	Corrective Services	FND10100	CCN4030301	RC695500	PRG112620				BFA21397	695500	Transfers In - Sheriff Booking Fee Training	15,998	-	-
												Total Revenue	49,352	-	-
E	General Fund	Non-Departmental	FND10100	CCN9010101	SC730359	PRG196030					730000	Contingency	5,714	-	-
E	General Fund	Emergency Comm Ops	FND10100	CCN4030701	SC731304	PRG116230					730000	Officers Training (Dispatch)	27,640	-	-
E	General Fund	Corrective Services	FND10100	CCN4030301	SC731304	PRG112620					730000	Officers Training (Corrections)	15,998	-	-
												Total Expenditures	49,352	-	-

WHEREAS the Sheriff's Office receipt of forfeiture/enhancement funds are recorded in separate restricted funds that require a transfer to the General Fund for use of the monies. Transfers In from various restricted funds in the amount of $49,352 is being recognized for eligible training costs for Contingency, Officers Training (Corrections), as well as Training for Dispatch and Corrections Officers; and

R	General Fund	Patrol Services	FND10100	CCN4030601	RC650301	PRG116200					650000	Donations	500		
												Total Revenue	500	-	-
E	General Fund	Patrol Services	FND10100	CCN4030601	SC750070	PRG116200					750000	Deputy Supplies	500		
												Total Expenditures	500	-	-

WHEREAS a FY 2026 Sheriff's Office budget amendment of $500 is recommended to designated to Sheriff's Office Search and Rescue Program to support equipment, training and related operational need; and

Oakland County, Michigan
FY 2026 Second Quarter Financial Forecast and Budget Amendments
Temporary Business Continuity Positions (TBCP)

R/E	Fund Name	Division Name	Fund # (FND)	Cost Center (CCN) #	Account # (RC/SC)	Program # (PRG)	Grant ID (GRN) #	Project ID # (PROJ)	Region (REG)	Budget Fund Affiliate (BFA)	Ledger Account Summary	Account Title	FY 2026 Amendment	FY 2027 Amendment	FY 2028 Amendment
E	General Fund	Non Departmental	FND10100	CCN9090101	SC702180	PRG196030					702000	Temporary Positions	(22,784)	-	-
E	General Fund	52-1 District Court	FND10100	CCN3020201	SC702180	PRG121020					702000	Temporary Positions	10,442	-	-
E	General Fund	52-1 District Court	FND10100	CCN3020205	SC702180	PRG113290					702000	Temporary Positions	12,342	-	-
												Total Expenditures	-	-	-

WHEREAS a FY2026 budget amendment is recommended to appropriate a total of $22,784 to 52-1 District Court to offset costs associated with approved Temporary Business Continuity Positions; and

COUNTY OF OAKLAND
FY 2026 SECOND QUARTER REPORT - GENERAL FUND
GENERAL FUND/GENERAL PURPOSE REVENUE AND EXPENDITURES
SUMMARY BY DEPARTMENT

	FY 2026 ADOPTED BUDGET	BUDGET AS AMENDED	FY2026 FORECAST	AMOUNT FAVORABLE/ (UNFAVORABLE)	PERCENT
REVENUES					
GENERAL FUND					
Taxes	$ 334,956,662.18	$ 334,956,662.18	$ 335,503,462.18	546,800.00	0.16%
Federal Grants	1,642,656.00	2,415,289.00	2,397,689.00	(17,600.00)	-0.73%
State Grants	27,861,800.00	29,099,772.00	29,010,772.00	(89,000.00)	-0.31%
Other Intergovernmental Revenue	59,526,520.00	59,526,520.00	59,528,020.00	1,500.00	0.00%
Charges for Services	141,217,901.00	142,408,508.00	142,168,608.00	(239,900.00)	-0.17%
Indirect Cost Recovery	11,365,000.00	11,365,000.00	13,600,000.00	2,235,000.00	19.67%
Contributions	0.00	500.00	91,000.00	90,500.00	
Investment Income	15,603,800.00	15,603,800.00	15,803,800.00	200,000.00	1.28%
Other Revenues	39,751.00	2,960.00	995,260.00	992,300.00	33523.65%
Transfers In	29,148,219.00	31,770,663.00	31,770,663.00	-	0.00%
SUB-TOTAL GENERAL FUND/GENERAL PURPOSE	$ 621,362,309.18	$ 627,149,674.18	$ 630,869,274.18	$ 3,719,600.00	0.59%
PLANNED USE OF FUND BALANCE	$ 6,121,869.00	$ 31,500,323.00	$ 31,500,323.00	-	
TOTAL GF/GP FUNDS	**$ 627,484,178.18**	**$ 658,649,997.18**	**$ 662,369,597.18**	**$ 3,719,600.00**	**0.56%**
EXPENDITURES					
ADMINISTRATION OF JUSTICE					
Circuit Court	$ 58,982,580.81	$ 60,401,296.81	58,390,296.81	$ 2,011,000.00	3.33%
52nd District Court	22,504,080.08	22,740,230.08	21,538,230.08	1,202,000.00	5.29%
Probate Court	9,824,374.29	9,971,184.29	9,250,684.29	720,500.00	7.23%
TOTAL ADMIN. OF JUSTICE	**$ 91,311,035.18**	**$ 93,112,711.18**	**$ 89,179,211.18**	**$ 3,933,500.00**	**4.22%**
LAW ENFORCEMENT					
Prosecuting Attorney	31,577,061.53	32,065,487.53	28,112,013.23	3,953,474.30	12.33%
Sheriff	224,861,882.29	232,072,509.29	226,095,169.29	5,977,340.00	2.58%
TOTAL LAW ENFORCEMENT	**$ 256,438,943.82**	**$ 264,137,996.82**	**$ 254,207,182.52**	**$ 9,930,814.30**	**3.76%**
GENERAL GOVERNMENT					
Clerk/Register of Deeds	13,496,029.05	13,886,370.05	13,290,370.05	596,000.00	4.29%
Treasurer	9,806,144.48	10,700,276.48	10,666,476.48	33,800.00	0.32%
Board of Commissioners	6,748,366.99	7,707,048.99	7,590,648.99	116,400.00	1.51%
Water Resources Commissioner	9,011,597.09	9,271,408.09	9,271,408.09	-	0.00%
TOTAL GENERAL GOVERNMENT	**$ 39,062,137.61**	**$ 41,565,103.61**	**$ 40,818,903.61**	**$ 746,200.00**	**1.80%**
COUNTY EXECUTIVE					
County Executive Admn.	$13,787,067.63	$14,382,155.63	$12,080,755.63	2,301,400.00	16.00%
Management and Budget	29,169,898.63	30,120,953.63	28,508,853.63	1,612,100.00	5.35%
Facilities Management	7,629,123.23	8,767,853.23	8,264,953.23	502,900.00	5.74%
Human Resources	6,927,275.58	7,317,553.58	6,850,153.58	467,400.00	6.39%
Health and Human Services	56,459,411.54	59,724,514.54	48,767,814.54	10,956,700.00	18.35%
Public Services	50,992,092.32	51,953,423.32	50,704,023.32	1,249,400.00	2.40%
Economic Development	13,115,046.20	15,682,610.20	15,320,166.20	362,444.00	2.31%
Emergency Management & Homeland Security	3,123,128.23	3,335,477.23	3,433,377.23	(97,900.00)	-2.94%
Public Communication	5,300,629.80	5,393,624.80	4,997,924.80	395,700.00	7.34%
TOTAL COUNTY EXECUTIVE	**$ 186,503,673.16**	**$ 196,678,166.16**	**$ 178,928,022.16**	**$ 17,750,144.00**	**9.02%**
TOTAL DEPARTMENTS	$ 573,315,789.77	$ 595,493,977.77	$ 563,133,319.47	$ 32,360,658.30	5.43%
Non-Departmental	$ 54,168,388.61	$ 63,156,019.61	73,824,729.54	(10,668,709.93)	
TOTAL GOVERNMENTAL EXPENDITURES	**$ 627,484,178.38**	**$ 658,649,997.38**	**$ 636,958,049.01**	**$ 21,691,948.37**	**3.29%**
General Fund/General Purpose Favorable/(Unfavorable) - Budget Perspective			**$ 25,411,548.37**	**$ 25,411,548.37**	
GAAP Required Adjustment (eliminating use of fund balance revenue)			$ (31,500,323.00)	$ (31,500,323.00)	
Focasted Impact on Fund Balance (Includes Encumbrances)				**$ (6,088,774.63)**	

COUNTY OF OAKLAND
GENERAL FUND / GENERAL PURPOSE REVENUES
FISCAL YEAR 2026 SECOND QUARTER REPORT

	ADOPTED BUDGET	AMENDED BUDGET	FY 2026 FORECAST	AMOUNT FAVORABLE (UNFAVORABLE)	PERCENT	EXPLANATION OF SIGNIFICANT VARIANCES
TAXES (601000-601999)						
Property Taxes - July Tax Levy	$ 332,036,662.18	$ 332,036,662.18	332,036,662.18	$ -	0.00%	At budget
Other Taxes - Delinquent Tax - Prior Years	125,000.00	125,000.00	125,000.00	-	0.00%	At budget
Marijuana Tax	2,100,000.00	2,100,000.00	2,646,800.00	546,800.00	26.04%	Fav. Due to receipt of county's share of FY 2025 Marijuana Tax
Treasurer Payment in Lieu of Taxes	600,000.00	600,000.00	600,000.00	-	0.00%	At budget.
Trailer Tax	95,000.00	95,000.00	95,000.00	-	0.00%	At budget
Total Taxes	**$ 334,956,662.18**	**$ 334,956,662.18**	**$ 335,503,462.18**	**$ 546,800.00**	**0.16%**	
FEDERAL GRANTS (610000-610999)						
Sheriff - Sheriff's Office	$ -	$ -	$ -	$ -	0.00%	
Sheriff - Emergency Response and Prep	-	-	-	-	0.00%	
Sheriff - Patrol	-	201,070.00	201,070.00	-	0.00%	At budget.
Sheriff - Investigative/Forensic Services	111,592.00	155,073.00	155,073.00	-	0.00%	At budget.
Prosecuting Attorney	300,000.00	300,000.00	300,000.00	-	0.00%	At budget.
Treasurer	-	415,000.00	415,000.00	-	0.00%	At budget.
County Executive - Office of Sustainability	-	434,190.00	434,190.00	-	0.00%	At budget GRN-1004816 - Reimbursement payments as grant progresses
M&B - Purchasing	-	-	-	-	0.00%	
M&B - Equalization Division	-	-	-	-	0.00%	
M&B - Fiscal Servicees	-	-	-	-	0.00%	
Economic Development - Admin	-	-	-	-	0.00%	
Economic Development - Planning & Local Business	-	-	-	-	0.00%	
Economic Development - Business Development	-	-	-	-	0.00%	
Emergency Management and Homeland Security	29,168.00	37,795.00	20,195.00	(17,600.00)	-46.57%	Unfavorable Federal Operating Grants ($17,600) for Q2 only, which pertains to an older inactive Emergency Management Performance Grant (EMPG) GRN-1004281 and will be removed in the budget amendment for the new EMPG grant acceptance GRN-1004505.
Department of Public Communications	-	-	-	-	0.00%	
Health Division	651,896.00	722,161.00	722,161.00	-	0.00%	At budget due to timing of receipt of awards
Children's Village	250,000.00	250,000.00	250,000.00	-	0.00%	At budget.
Circuit Court - Judicial Administration	-	-	-	-	0.00%	
Circuit Court - Family Division	300,000.00	(100,000.00)	(100,000.00)	-	0.00%	At budget.
Non-Department	-	-	-	-	0.00%	
Total Federal Grants	**$ 1,642,656.00**	**$ 2,415,289.00**	**$ 2,397,689.00**	**$ (17,600.00)**	**-0.73%**	
STATE GRANTS (615000-615999)						
Sheriff - Emergency Response and Prep	$ 308,500.00	$ 308,500.00	$ 308,500.00	$ -	0.00%	At budget. GRN-1004502 2024 CPE Pilot Program - OCSO
Sheriff - Patrol Services	-	-	-	-	0.00%	
State Match Foster Care	-	-	-	-	0.00%	
Prosecuting Attorney	-	99,542.00	99,542.00	-	0.00%	At budget. GRN-1004795 FY2026 Prosecutor Auto Theft Prevention Authority (ATPA) and GRN-1004839 FY 2025 Prosecutors - Continuing Professional Education for Law Enforcement Officers CPE Program
Clerk - County Clerk	23,000.00	64,240.00	64,240.00	-	0.00%	At budget.
Economic Development	-	-	-	-	0.00%	
Health Division	8,054,999.00	9,037,606.00	8,490,106.00	(547,500.00)	-6.06%	Unfavorable due to timing of receipt of funds from EGLE and MDHHS.
HHS - Neighborhood Housing Development	-	-			0.00%	
Facilities Management	-	-	-	-	0.00%	
Water Resources Commissioner	-	-	-	-	0.00%	
Economic Development - Veteran's Services	-	149,000.00	149,000.00	-	0.00%	At budget.
Circuit Court - Family Division	-	-	-	-	0.00%	
Non-Department - State Grants Other	-	-	458,500.00	458,500.00	100.00%	Fav. Due to receipt of county's share of the 2024 Small Business Personal Property Tax Exemption
Non-Departmental - Child Care Subsidy	19,475,301.00	19,440,884.00	19,440,884.00	-	0.00%	At budget.
Total State Grants	**$ 27,861,800.00**	**$ 29,099,772.00**	**$ 29,010,772.00**	**$ (89,000.00)**	**-0.31%**	
OTHER INTER-GOVERNMENTAL REVENUES (620000 - 626999)						
Non-Departmental	$ 57,163,500.00	$ 57,163,500.00	$ 57,163,500.00	$ -	0.00%	At budget.
Emergency Management - Homeland Security	9,000.00	9,000.00	9,000.00	-	0.00%	At bugdet.
Circuit Court-Judicial Admin	-	-	-	-	0.00%	
Circuit Court- Civil Criminal	200,500.00	200,500.00	203,800.00	3,300.00	1.65%	Fav. primarily due to Attorney Fee - Appellate based on appeals activity; 50% reimbursement from the State.

COUNTY OF OAKLAND
GENERAL FUND / GENERAL PURPOSE REVENUES
FISCAL YEAR 2026 SECOND QUARTER REPORT

	ADOPTED BUDGET	AMENDED BUDGET	FY 2026 FORECAST	AMOUNT FAVORABLE (UNFAVORABLE)	PERCENT	EXPLANATION OF SIGNIFICANT VARIANCES
District Court	1,800.00	1,800.00	-	(1,800.00)	-100.00%	Unfav. Drug Case Management ($1,800); there have been no actuals in the past three years for each District Court. To review to see if budget is required to support periodic activity.
Probate Court	-	-	-	-	0.00%	
Sheriff	50,000.00	50,000.00	10,000.00	(40,000.00)	-80.00%	Unfav. ($40,000) Social Security Incentive Payments as a result of a reduction in the number of inmates receiving social security. Funds are collected from jail inmates who receive SSI to offset the cost of incarceration.
Non-Departmental - Reimb Judges Salaries	2,101,720.00	2,101,720.00	2,141,720.00	40,000.00	1.90%	Fav. budget allocation lower than actual activity on the reimbursement of Probate Judges salaries.
Total Other Intergovernmental Revenue	**$ 59,526,520.00**	**$ 59,526,520.00**	**$ 59,528,020.00**	**$ 1,500.00**	**0.00%**	
CHARGES FOR SERVICES (630000-635999)						
Administration of Justice						
Circuit Court - Civil/Criminal	$ 719,100.00	$ 719,100.00	$ 740,500.00	$ 21,400.00	2.98%	Fav. primarily due to $21,100 Costs, as assigned by judges and collected by reimbursement.
Circuit Court - Family Division	205,033.00	205,033.00	218,933.00	13,900.00	6.78%	Fav. primarily due to $8,100 in Board and Care and $5,800 in Govt Benefit Board and Care based on child care fund chargeback activity.
District Court - Division I (Novi)	2,724,700.00	2,724,700.00	2,388,800.00	(335,900.00)	-12.33%	Unfav. Ordinance Fines and Costs ($112,500), Assessments and PSI ($30,500), Community Service Oversight ($37,400), Probation Fees ($90,700), Show Cause Fee ($21,100), Forfeiture of Bonds ($24,500) and State Law Costs ($59,500) due to caseload decreases.
District Court - Division II (Clarkston)	1,380,800.00	1,380,800.00	1,262,800.00	(118,000.00)	-8.55%	Unfav. Garnishment Fees ($17,800), Probation Fees ($68,400) and State Law Costs ($35,700) due to caseload decreases.
District Court - Division III (Rochester Hills)	2,991,500.00	2,991,500.00	2,935,500.00	(56,000.00)	-1.87%	Unfav. State Law Costs ($56,500) due to caseload decreases.
District Court - Division IV (Troy)	1,233,250.00	1,233,250.00	1,449,150.00	215,900.00	17.51%	Fav. Filing Fees DCU $1,800 due to an increase in case filings, and Ordinance Fines and Costs $232,400 due to increase in garnishment filings with the State, which was offset by a decrease in Reimb Interpreter Fees ($6,700) Warrant Recall Fees ($6,400) and Refund Fees PD Def Attorney ($9,300) due to caseload decreases.
Probate Court - Estates and Mental Health	687,675.00	687,675.00	696,275.00	8,600.00	1.25%	Fav. in Motion Fees $8,200 due to an increase in motion filings. This account has Account Filings Probate, Miscellaneous Petitions, and Statement and Proof of Claim revenues rolled in by the State of Michigan.
Total Administration of Justice	**$ 9,942,058.00**	**$ 9,942,058.00**	**$ 9,691,958.00**	**$ (250,100.00)**	-2.52%	
Law Enforcement						
Prosecuting Attorney	$ 956,218.00	$ 830,137.00	830,137.00	-	0.00%	At budget.
Sheriff's Office	2,900.00	2,900.00	10,700.00	7,800.00	268.97%	Fav. due to Reimbursement Entry with Municipalities from Oct - March 2026
Sheriff - Administrative Services	3,500.00	3,500.00	19,300.00	15,800.00	451.43%	Fav. FOIA Fees due to request.
Sheriff - Corrective Services	3,315,375.00	3,173,482.00	3,259,482.00	86,000.00	2.71%	Fav. Diverted Felon $115,600 due to an increase in the reimbursement rate and the number of inmates meeting reimbursement criteria. Additional, Fav. Contracts 100,000 due to higher than budgeted commissary sales. Partially offset by Unfav. Inmate Board and Care ($125,000) due to lower inmate collection rates, specifically Celco Inmate Collections, which are the responsibility of the Sheriff's Office.
Sheriff - Corrective Services Satellites	1,001,854.00	893,534.00	903,534.00	10,000.00	1.12%	Fav. Civil Action Service Fees $6,700 due to increase in activity. Fav. Reimb Court Services $2,900 due to higher than budgeted court security services.
Sheriff - Patrol Services	81,095,632.00	81,521,648.00	79,433,848.00	(2,087,800.00)	-2.56%	Unfav. Sheriff Special Deputie ($2,560,000) based on billable activity for law enforcement services. Also, Unfav. Reimb Contracts ($406,000) due to timing of reimbursement for school resource officers at Oakland and Pontiac Schools; partially offset by Fav. Reimbursement Salaries $884,000 due to contracts with venues such as Pine Knob and Meadowbrook.
Sheriff - Emergency Communications Operations	3,825,133.00	3,825,133.00	3,825,133.00	-	0.00%	At budget.
Sheriff - Technology Information and Innovation Division	210,000.00	210,000.00	293,500.00	83,500.00	39.76%	Fav. Registration Fees $45,000 and Fee Income $17,800 and Photostats $10,000 due to activity. Also, Fav. FOIA Fees $10,000 due to increase in request.

COUNTY OF OAKLAND
GENERAL FUND / GENERAL PURPOSE REVENUES
FISCAL YEAR 2026 SECOND QUARTER REPORT

	ADOPTED BUDGET	AMENDED BUDGET	FY 2026 FORECAST	AMOUNT FAVORABLE (UNFAVORABLE)	PERCENT	EXPLANATION OF SIGNIFICANT VARIANCES
Sheriff - Investigative Forensic Services	631,670.00	558,693.00	493,093.00	(65,600.00)	-11.74%	Unfav. primarily due to Drug Testing ($200,000) as the Results testing program has not returned to full capacity since the pandemic and is experiencing a lower number of client (partially offset by favorable operating expenditures Laboratory Supplies). Partially offset by Fav. Reimb Salaries $106,300 due to Taskforce reimbursement and Miscellaneous $10,000 due to Circuit Court Restitution Payments.
Total Law Enforcement	**$ 91,042,282.00**	**$ 91,019,027.00**	**$ 89,068,727.00**	**$ (1,950,300.00)**	-2.14%	
General Government						
Clerk - County Clerk	2,398,100.00	2,398,100.00	2,398,100.00	-	0.00%	At budget.
Clerk - Elections	223,500.00	223,500.00	362,500.00	139,000.00	62.19%	Fav. Reimbursement General for charging CVT's for election services.
Clerk - Register of Deeds & Micrographics	12,998,500.00	12,998,500.00	12,998,500.00	-	0.00%	At budget.
Treasurer	3,411,100.00	3,527,226.00	7,592,226.00	4,065,000.00	115.25%	Fav. 2025 Land Sales proceeds; partially offset by Claims expenditures
Board of Commissioners	3,700.00	3,700.00	3,700.00	-	0.00%	At budget.
Water Resources Commissioner	4,109,394.00	4,109,394.00	4,109,394.00	-	0.00%	At budget.
Total General Government	**$ 23,144,294.00**	**$ 23,260,420.00**	**$ 27,464,420.00**	**$ 4,204,000.00**	18.07%	
County Executive						
Emergency Management and Homeland Security	$ -	$ -	$ -	$ -	0.00%	
M&B - Equalization Division	3,953,306.00	3,953,306.00	2,253,306.00	(1,700,000.00)	-43.00%	Unfavorable due to reduction in contracts with CVT's.
M&B - Fiscal Services Division	192,660.00	192,660.00	192,660.00	-	0.00%	
M&B - Purchasing Division	469,528.00	469,528.00	469,528.00	-	0.00%	
Facilities Management - Support Services	386,000.00	386,000.00	389,700.00	3,700.00	0.96%	Fav. Permits $3,700 due to a reimbursement relating to the EPS Mailroom USPS account.
Facilities Management - Capital Planning & Design	-	1,092,736.00	892,736.00	(200,000.00)	-18.30%	Unfav. Reimb Salaries ($200,000) due to timing of hiring new positions that will be reimbursed per Res. #2026-6225 Creation and Reimbursement of Positions to Support Facilities Management Department.
HHS - Health Division	5,087,603.00	5,087,603.00	4,670,203.00	(417,400.00)	-8.20%	UnFav. due to subsidy of expenses by health department reflected in Diff Between Chg and Init Pay ($786,500); partially offset by increase fees for Rabies Vaccine Fees $252,500, and increase in Sanitary Code Appeals Fees $242,600.
Public Services - Community Corrections	10,000.00	10,000.00	10,000.00	-	0.00%	At budget
Public Services - Medical Examiner	620,225.00	620,225.00	620,225.00	-	0.00%	At budget
Public Services - Children's Village	4,588,987.00	4,588,987.00	4,588,987.00	-	0.00%	At budget
Public Services - Animal Control	1,164,250.00	1,169,250.00	1,169,250.00	-	0.00%	At budget
Economic Development - Planning & Local Bus Dev. (FKA PEDS)	316,708.00	316,708.00	386,908.00	70,200.00	22.17%	Fav. Due to No Haz reimbursements.
Total County Executive	**$ 16,789,267.00**	**$ 17,887,003.00**	**$ 15,643,503.00**	**$ (2,243,500.00)**	-12.54%	
Non-Departmental						
Non-Dept - Charges for Services	$ 300,000.00	$ 300,000.00	300,000.00	-	0.00%	At budget
Total Non-Departmental	**$ 300,000.00**	**$ 300,000.00**	**$ 300,000.00**	**$ -**	0.00%	
Total Charges for Services	**$ 141,217,901.00**	**$ 142,408,508.00**	**$ 142,168,608.00**	**$ (239,900.00)**	**-0.17%**	
INDIRECT COST RECOVERY (640100)	**$ 11,365,000.00**	**$ 11,365,000.00**	**13,600,000.00**	**$ 2,235,000.00**	**19.67%**	Fav. due to budget determined before the finalization of Indirect Cost study.
CONTRIBUTIONS (650000)						
Board of Commissioners-Contributions	$ -	$ -	$ -	$ -	0.00%	
Sheriff Patrol Services Donations	-	500.00	91,000.00	90,500.00	18100.00%	Fav. Due to donation from the Fugle Foundations to the OCSO Motor Unit to purchase two BMW motorcycles. A budget amendment will be included in a subsequent quarterly forecast.
Economic Development - Workforce Development	-	-	-	-	0.00%	
HHS - Administration	-	-			0.00%	
Health Division					0.00%	
Department of Public Communications - Sponsorships	-	-	-	-	0.00%	
Public Svcs - Animal Control	-	-	-	-	0.00%	
Economic Development & Comm Affairs - Contributions	-	-	-	-	0.00%	
Non-Departmental			-	-	0.00%	
Economic Development - Contributions	-	-	-	-	0.00%	
Water Resources Commissioner	-	-	-	-	0.00%	
Total Contributions Revenues	**$ -**	**$ 500.00**	**$ 91,000.00**	**$ 90,500.00**	**18100.00%**	

COUNTY OF OAKLAND
GENERAL FUND / GENERAL PURPOSE REVENUES
FISCAL YEAR 2026 SECOND QUARTER REPORT

	ADOPTED BUDGET	AMENDED BUDGET	FY 2026 FORECAST	AMOUNT FAVORABLE (UNFAVORABLE)	PERCENT	EXPLANATION OF SIGNIFICANT VARIANCES
INVESTMENT INCOME (655000)						
District Courts (Div. I - IV)	$ 1,300.00	$ 1,300.00	$ 1,300.00	$ -	0.00%	At budget.
Treasurer	600,000.00	600,000.00	800,000.00	200,000.00	33.33%	Fav. due to investment base and market rate adjustments.
Clerk/Register of Deeds	2,500.00	2,500.00	2,500.00	-	0.00%	At budget.
Non-Departmental	15,000,000.00	15,000,000.00	15,000,000.00	-	0.00%	At budget
Total Investment Income	**$ 15,603,800.00**	**$ 15,603,800.00**	**$ 15,803,800.00**	**$ 200,000.00**	**1.28%**	
OTHER REVENUES (670000)						
Circuit Court	-	-	73,400.00	73,400.00	100.00%	Fav. primarily due to prior year revenue related to reimbursement activity.
District Courts (Div. I - IV)	-	-	-	-	0.00%	
Probate Court	-	-	-	-	0.00%	
Sheriff Office	-	-	2,000.00	2,000.00	100.00%	Fav. due to Enhancement Funds from cash from evidence/property room.
Sheriff - Administrative Services	-	-	-	-	0.00%	
Sheriff - Corrective Services	(1,562.00)	4,078.00	4,078.00	-	0.00%	
Sheriff - Corrective Services-Satellites	-	-	-	-	0.00%	
Sheriff - Emergency Resp and Prepare	-	-	-	-	0.00%	
Sheriff - Patrol Services	12,000.00	12,000.00	176,600.00	164,600.00	1371.67%	Fav. Due to Prior Years Revenue $176,600 from 2025 Marine Safety Grant (GRN-1004621). Partially offset by Unfav. County Auction due to no auction activity.
Sheriff - Emergency Communications Operations	-	-	-	-	0.00%	
Sheriff - Investigative/Forensic Svc	3,000.00	3,000.00	13,000.00	10,000.00	333.33%	Fav. due to Prior Years Revenue $13,000 from 2025 HIDTA NET Program (GRN-1004614). Partially offset by unfav. County Auction ($3,000) due to no planned auctions.
Prosecuting Attorney Administration	11,890.00	-	-	-	0.00%	
Clerk - County Clerk	-	-	-	-	0.00%	
Clerk - Elections	-	-	-	-	0.00%	
Clerk - Register of Deeds & Micrographics	-	-	-	-	0.00%	
Treasurer	-	-	207,100.00	207,100.00	100.00%	Fav. due to Prior Years Revenue for OCSLA McCarroll School land bank grant (GRN-1004166)
Treasurer - Sale of Equipment	-	-	-	-	0.00%	
Board of Commissioners	-	-	-	-	0.00%	
Water Resources Commissioner	-	-	-	-	0.00%	
County Exec - Compliance Office	-	-	-	-	0.00%	
Management and Budget - Fiscal Services	-	-	-	-	0.00%	
M&B - Fiscal Services	-	-	-	-	0.00%	
Facilities Management - Support Services	1,500.00	1,500.00	1,500.00	-	0.00%	At budget.
Human Resources	-	-	-	-	0.00%	
Facilities Management Engineering	-	-	-	-	0.00%	
Health Administration	-	-	-	-	0.00%	
Health Division	-	-			0.00%	
Homeland Security	-	-	-	-	0.00%	
Emergency Management and Homeland Security	12,923.00	(17,618.00)	(18.00)	17,600.00	-99.90%	Favorable Budget Use Only $17,600 for Q2 only pertaining to an older inactive Emergency Management Performance Grant (EMPG) GRN-1004281 and will be adjusted in the budget amendment for the new EMPG grant acceptance GRN-1004505.
Public Services - Community Corrections	-	-	-	-	0.00%	
Public Services - Medical Examiner	-		2,200.00	2,200.00	100.00%	Auction proceeds.
Public Services - Animal Control-Other Revenues	-	-	-	-	0.00%	
Public Services - Children's Village - Other Revenues	-	-	237,100.00	237,100.00	100.00%	Revenue for prior year's income.
Economic Development - Veterans	-	-	-	-	0.00%	
Non-Dept - Sundry	-	-	278,300.00	278,300.00	100.00%	Fav. due to accounting adjustment for eligible reimbursable child care fund expenditures from FY 2025, $256,700 and cancelled check revenue for stale dated jury checks, $21,600.
Total Other Revenues	**$ 39,751.00**	**$ 2,960.00**	**995,260.00**	**$ 992,300.00**	**33523.65%**	
TRANSFERS IN (695500)						
Circuit Court - Transfers In	$ 17,487.00	$ 17,487.00	$ 17,487.00	$ -	0.00%	At budget.
Prosecuting Attorney- Admin- Transfers In	-	149,059.00	149,059.00	-	0.00%	At budget. GRN-1004795 FY2026 Prosecutor Auto Theft Prevention Authority (ATPA)
Prosecuting Attorney - Litigation -Transfers In	-	-	-	-	0.00%	
Board of Commissioners	100,000.00	100,000.00	100,000.00	-	0.00%	At budget. Transfer per Resolutions #22-426 and #2024-4473 to provide consulting, communications, and outreach to support Oakland County Transit.

COUNTY OF OAKLAND
GENERAL FUND / GENERAL PURPOSE REVENUES
FISCAL YEAR 2026 SECOND QUARTER REPORT

	ADOPTED BUDGET	AMENDED BUDGET	FY 2026 FORECAST	AMOUNT FAVORABLE (UNFAVORABLE)	PERCENT	EXPLANATION OF SIGNIFICANT VARIANCES
County Executive - Indigent Defense	-	-	-	-	0.00%	
Management & Budget - Fiscal Services	-	-	-	-		
Facilities Administration	-	-	-	-	0.00%	
Facilities Engineering	-	-	-	-	0.00%	
Health and Human Services Administration - Transfers In	117,545.00	117,545.00	117,545.00	-	0.00%	At budget - Opiod Settlement Funds
Health Division - Transfers In	-	2,133,055.00	2,133,055.00	-	0.00%	At Budget - LCSA dollars
Neighborhood & Housing Development Administration	500,000.00	500,000.00	500,000.00	-	0.00%	At budget. BOC Appropration to add capacity to the County's current Housing Repair program for seniors.
Public Services - Animal Control-Transfers In	-	-	-	-	0.00%	
Public Services - Children's Village - Transfers In	-	-	-	-	0.00%	
Economic Development Transfers In	-	-	-	-	0.00%	
Medical Examiners Transfer In	-	-	-	-	0.00%	
Sheriff Corrective Services Transfers In	-	15,998.00	15,998.00	-	0.00%	At budget.
Sheriff - Emergency Response and Prepardness	-	-	-	-	0.00%	
Sheriff Patrol Services Transfer In	-	-	-	-	0.00%	
Sheriff - Emergency Communications Operations Transfer In		27,640.00	27,640.00	-	0.00%	At budget
Sheriff Investigative and Forensic Services Admin Transfers In	-	5,714.00	5,714.00	-	0.00%	At budget
Treasurers' Transfers In	2,700,000.00	2,700,000.00	2,700,000.00	-	0.00%	At budget
Non-Departmental - Transfers In	25,713,187.00	26,004,165.00	26,004,165.00	-	0.00%	At budget
Total Transfers In Revenues	**$ 29,148,219.00**	**$ 31,770,663.00**	**31,770,663.00**	**$ -**	**0.00%**	
PLANNED USE OF FUND BALANCE (665882)						
Encumbrances and Carry forwards	$ -	$ 17,438,245.00	$ 17,438,245.00	$ -	0.00%	
Use of Prior Yrs Fund Balance	6,121,869.00	14,062,078.00	14,062,078.00	-	0.00%	
Total Planned Use of Fund Balance	**$ 6,121,869.00**	**$ 31,500,323.00**	**$ 31,500,323.00**	**$ -**	**0.00%**	
TOTAL GEN. FUND / GEN. PURPOSE REVENUE	**$ 627,484,178.18**	**$ 658,649,997.18**	**$ 662,369,597.18**	**$ 3,719,600.00**	0.56%	

Circuit Court

FY 2026 Q2 Forecast

Summary

	Adopted	Amended	Actuals	Favorability/UNF	Percentage
Total	**$58,982,580.81**	**$60,401,296.81**	**$58,390,296.81**	**$2,011,000.00**	**3.34%**
Personnel	**$33,251,924.00**	**$34,035,833.00**	**$30,969,333.00**	**$3,066,500.00**	**9.01%**

- Judicial Administration division favorability due to vacancies.
- Court Business division favorability primarily attributed to step increases and turnover.
- Civil/Criminal division favorable due to underfilled positions, new hires and step increases. Overtime usage totals $30 for the division out of a budget of $5,000.
- Family division favorability attributed to vacancies. Division has spent $6,120 in overtime out of a budget of $31,000.

Operating	**$12,155,184.00**	**$12,377,348.00**	**$13,382,548.00**	**($1,005,200.00)**	**-8.12%**

- Judicial Administration division favorability primarily driven by $50,000 from negotiating a new contract in Library Continuations which was offset by unfavorability of ($29,300) in Professional Services for architect fees for converting a court room to ADA compliancy.
- Court Business division unfavorability primarily driven by ($202,200) due to Defense Atty Fees ($127,300) and Fees Guardian Ad Litem ($14,900) due to the Circuit Court piloting a new way to track the contract for one vendor, this will revert back to Family division.
- Civil/Criminal division unfavorability due to Defense Atty Fees Appellate ($227,200), which is reimbursed at 50% by State Court Administrative Office.
- Family division unfavorability primarily being driven by Defense Atty Fees ($65,300) and Fees Guardian Ad Litem ($327,400) by timing from prior cases being paid; Indirect Costs ($219,000) from an allocation issue and Interpreter Fees ($16,800) increase in demand.

Internal	**$6,602,120.81**	**$7,014,763.81**	**$7,064,993.81**	**($50,300.00)**	**-0.74%**

- Judicial Administration unfavorable due to Info Tech Operations ($67,400) due to JAV's software maintenance increase.
- Court Business division at budget.
- Civil/Criminal division favorable due to Equipment Rental $24,900 for camera's and JAV's rental attributed to transfer of judge to Family division.
- Family division unfavorability primarily driven by Equipment Rental ($7,700) increase due to the JAV's rental attributed to the judge being transferred from the Civil/Criminal division, which was offset by favorability with the remainder of the equipment not having incurred the JAV's fee increase.

Transfers	**$6,973,352.00**	**$6,973,352.00**	**$6,973,352.00**	**$0.00**	**0.00%**

- At budget.

District Court

FY2026 Q2 Forecast

Summary

	Adopted	Amended	Actuals	Favorability/UNF	Percentage
Total	**$22,504,080.08**	**$22,740,230.08**	**$21,538,230.08**	**$1,202,000.00**	**5.28%**
Personnel	**$17,582,570.56**	**$17,633,836.56**	**$16,375,436.56**	**$1,258,400.00**	**7.14%**

- Admin Division: unfavorability of ($45,700) primarily attributed to step increases ($19,600), Overtime ($13,300), and Benefits associated to the increases and overtime ($12,800). Division has used $25,897 of an overtime budget of $45,000 and $4,895 of holiday overtime with no associated holiday overtime budget.
- Novi Division: favorability primarily attributed to vacancy and step increases. Division has used $5,567 of an overtime budget of $15,000.
- Clarkston Division: favorable due to vacancies and step increases. Division has used $111 of an overtime budget of $10,230.
- Rochester Hills Division: favorability primarily attributed to vacancies, staff turnover and step increases . Division has used $249 of an overtime budget of $2,405.
- Troy Division: favorable due to vacancies. Division has used $1,252 of an overtime budget of $7,500.

Operating	**$2,443,371.00**	**$2,508,691.00**	**$2,576,791.00**	**($68,100.00)**	**-2.71%**

- Admin Division: at budget.
- Novi Division: unfavorable ($18,800) due to increased costs in Interpreter Fees ($26,300) based on increased demand, Building Maintenance Charges ($6,800) due to more maintenance being done, which was offset by favorability in Library Continuations $10,000, due to utilizing the virtual library.
- Clarkston Division: unfavorability ($3,700) primarily driven by an increase in Postage - Standard Mailing ($4,100) from an increase in postage prices and Interpreter Fees ($1,100) based on increased demand which was offset by favorability in Medical Exams, $1,800, resulting from a decrease in caseloads.
- Rochester Hills Division: unfavorable ($13,200) due to increased costs in Interpreter Fees ($13,700) based on increased demand.
- Troy Division: unfavorable ($32,400) due to an increase in Court Transcripts ($8,300) increased demand, Electrical Service ($19,400) and Natural Gas ($41,300) expenditures are passed through from the City of Troy, which were offset by favorability in Professional Services $25,300 from a contractor being on leave and Water and Sewer Charges $11,200 expenditure is passed through from the City of Troy.

Internal	**$2,478,138.52**	**$2,597,702.52**	**$2,586,002.52**	**$11,700.00**	**0.46%**

- Admin. Division: favorable in Equipment Rental due to weekend arraignment staff using the scanner allotted to 52-1 Division.
- Novi Division: unfavorable in Equipment Rental due to Admin. Division weekend arraignment staff using the scanner allotted to 52-1 Division.
- Clarkston Division: at budget.
- Rochester Hills Division: at budget.
- Troy Division: at budget.

Transfers	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**0.00%**

- No transfers out occurring for FY2026.

Probate Court

FY 2026 Q2 Forecast

Summary of Projections

	Adopted	Amended	Forecast	Favorability/UNF	Percentage
Total	**$9,824,374.29**	**$9,971,184.29**	**$9,250,684.29**	**$720,500.00**	**7.27%**
Personnel	**$6,486,085.35**	**$6,486,085.35**	**$5,784,585.35**	**$701,500.00**	**7.27%**

- Probate Administration: favorability of $329,200 due to recently filled vacancies.
- Estates & Mental Health.: favorability of $372,300 due to recently filled vacancies.

Operating	**$1,701,052.00**	**$1,715,683.00**	**$1,715,683.00**	**$0.00**	**0.00%**

- At Budget.

Internal	**$1,637,236.94**	**$1,769,415.94**	**$1,750,415.94**	**$19,000.00**	**1.12%**

- Probate Administration at budget.
- Estates & Mental Health favorability of $19,900 for Info Tech CLEMIS service no longer being utilized.

Transfers	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**0.00%**

- No transfers out occurring for FY2026.

Prosecuting Attorney

FY 2026 Q2 Forecast

Summary of Projections

	Adopted	Amended	Forecast	Favorability/UNF	Percentage
Total	**$31,577,061.53**	**$32,065,487.53**	**$28,112,013.23**	**$3,953,474.30**	**12.33%**
Personnel	**$25,487,693.45**	**$25,741,275.45**	**$21,950,001.15**	**$3,791,274.30**	**14.73%**

- The Personnel Category shows an overall Fav. variance due to turnover and underfilled positions across all divisions. This includes favorable variances of $894,600 for Litigation, $238,000 for Appellate $161,150 for Prosecuting Administrations and $32,000 for warrants Division.

- Fav. Salaries and Fringe Benefits due to vacancies and turnover. Overtime Usage is $4,670 out of an allocated budget of $4,679. On Call Usage is $4,320 out of an allocated budget of $10,800 for PA Administration Division.

- Fav. Salaries and Fringe Benefits due to vacancies and turnover. Overtime Usage is $43,568 out of an allocated budget of $17,000. Holiday Overtime usage is $1,757 with no associated budget allocation. On Call Usage is $22,720 out of an allocated budget of $36,600 for PA Litigation Division.

- Fav. Salaries and Fringe Benefits due to vacancies and turnover. Overtime Usage is $2,314 out of an allocated budget of $28,000. Holiday Overtime usage is $819 with no associated budget allocation. On Call Usage is $7,000 out of an allocated budget of $25,400 for PA Warrant Division.

- Fav. Salaries and Fringe Benefits due to vacancies and turnover. Overtime Usage is $4,861 out of an allocated budget of $7,840 for PA Appellate Division.

Operating	**$1,065,769.00**	**$1,090,665.00**	**$928,465.00**	**$162,200.00**	**14.87%**

- Fav. Office Supplies $35,900, Library Continuations $35,000, Witness Fees and Mileage $30,000, Expert Witness Fees and Mileage $29,000, and Printing $27,000 due to lower-than-anticipated court cases and activity. Additionally, Fav. Extradition Expense $10,000 due to reduced case activity. Fav. Software Support Maintenance $15,000 due to no activity. Partially offset by an Unfav. Professional Services ($83,000) resulting from the utilization of Contracted Process Servers in place of full-time employees, and Unfav. Court Transcripts ($28,000) due to increased case activity PA Administration Division.

- Fav. Professional Services $90,000 due to no activity for PA Litigation Division.

- Fav. Personal Mileage $4,000; partially offset by Unfav. Travel and Conference ($1,037) due to more than anticipated Travel, with no associated line item budget for PA Warrant Division.

- At budget for PA Appellate Division.

Internal	**$3,678,270.08**	**$3,739,159.08**	**$3,739,159.08**	**$0.00**	**0.00%**

- Expenditures were in line with the approved budget across all divisions at Q2.

Transfers	**$1,345,329.00**	**$1,494,388.00**	**$1,494,388.00**	**$0.00**

- At budget.

Sheriff's Office

FY 2026 Q2 Forecast

Summary of Projections

	Adopted	Amended	Forecast	Favorability/UNF	Percentage
Total	**$224,861,882.29**	**$232,072,509.29**	**$226,095,169.29**	**$5,977,340.00**	**2.58%**
Personnel	**$172,871,400.32**	**$173,893,365.32**	**$173,893,365.32**	**$0.00**	**0.00%**

- The Personnel Category is currently operating within budget across all divisions. This positive status is further supported by the New Position Pilot Program, established under Resolution #2026-64, which will help to reduced overtime.

- At budget. Overtime Usage is $153 out of an allocated budget of $14,000 for Sheriff's Office Division.

- At budget. Overtime Usage is $18,124 out of an allocated budget of $10,000. Also, Holiday Overtime Usage is $437, with no associated line item budget for Administrative Services Division.

- At budget. Overtime Usage is $3,303,357 out of an allocated budget of $3,772,650. Also, Holiday Overtime Usage is $468,948 out of an allocated budget of $426,000. On Call Usage is $41,465 out of allocated budget of $40,600 for Corrective Services Division.

- At budget. Overtime Usage is $748,703 out of an allocated budget of $808,586. Also, Holiday Overtime Usage is an $11,040 out of allocated budget of $81,600. On Call Usage is $6,214 out of allocated budget of $12,100 for Corrective Services-Satelites Division.

- At budget. Overtime Usage is $409,537 out of an allocated budget of $409,597. Additionally, Holiday Overtime usage is $1,285, but there is no associated line item budget. On Call Usage is $6,000 out of allocated budget of $12,100for Emergency Response and Preparedness Division.

- At budget. Overtime Usage is $4,586,261 out of an allocated budget of $8,019,440. Also, Holiday Overtime Usage is an $463,140 out of allocated budget of $278,200. On Call Usage is $20,350 out of allocated budget of $78,600 for Patrol Services Division.

- At budget. Overtime Usage is $1,291,109 out of an allocated budget of $2,456,205. Also, Holiday Overtime Usage is an $170,777 out of allocated budget of $30,187. On Call Usage is $7,900 out of allocated budget of $1,400 for Emergency Communications Operations Division.

- At budget. Overtime Usage is $145,587 out of an allocated budget of $25,600. Also, no Holiday Overtime. On Call Usage is $8,000 out of allocated budget of $6,500 for Technology Information & Innovation Division.

- At budget. Overtime Usage is $641,540 out of an allocated budget of $598,816. Also, Holiday Overtime Usage is an $11,107 out of allocated budget of $42,500. On Call Usage is $25,465 out of allocated budget of $17,700 for Inestigatve/Forensic Services Division.

Operating	**$18,994,760.00**	**$23,622,019.00**	**$19,566,819.00**	**$4,055,200.00**	**17.17%**

- Fav. Membership Dues, $2,000 due to decreased in participation for Sheriff Office Division.

• Fav. Uniforms $260,000 due to decreased demand from officers. Additional, Fav. Printing $35,000, Uniform Cleaning $30,000, Periodicals, Books Publ Sub $8,000 reflecting reduced activity. Fav. Travel and Conference $30,500 costs is due to fewer training events for Sheriff Administrative Services Division.

• Fav. Contracted Services $2,400,000 due to a new contract agreement. Fav. Bedding and Linen $45,000 due to reduced inmate population/usage. Also, Fav. Provisions $41,000 due to no activity. Partially offset by an Unfav. Officer Training ($44,000) due to more than expected participation. Unfav. Custodial Supplies ($43,000) and Uniforms ($27,620) due to higher than anticipated usage. Dry Goods,and Clothing ($17,500) due to less activity in process serving for Corrective Services Division.

• Fav. Fees Civil Service $75,400 with offset in revenues. Fav. Expendable Equipment $61,000, Professional Services $24,700 and Laundry and Cleaning $20,000 due to reduced purchases and activities. Additionally, Fav. Custodial Supplies $38,000 and Equipment Maintenance $17,000 due to less-than-anticipated usage. Partially offset by an Unfav. variance in Uniforms ($58,400) due to increased demand/usage for Corrective Services-Satelites Division.

• Fav. Deputy Supplies $937,200 due to reduced supply needs for deputies. Additional, Fav. Officers Training, $160,000 due to fewer officers participating. Fav. Professional Services $115,000 due to decreased services from the OCSO Oakland Community Health Network Co-Responder CRT Program from October to March 2026. Also, K-9 Program $29,500 due to lower-than-anticipated utilization. Partially Offset by Unfav. Other Expendable Equipment ($576,000) due to the Tasers program. The charges will be offset by a favorable balance in the Deputy Supplies budget, where it was initially allocated for Emergency Response and Preparedness Division.

• Fav. Deputy Supplies $308,400 due to annual deputy supply order pending bid. Additionally, Fav. Other Expendable Equipment $123,000 and Uniforms $24,000 due to decreased demand. Partially Offset by Unfav. Equipment Maintenance ($486,700) primarily attributable to unforeseen helicopter repairs and maintenance requirements for Patrol Services Division.

• Fav. Equipment Maintenance $74,000 and Software Support Maintenance $57,600 due to a lack of required maintenance. Additionally, Fav. Interpreter Fees $18,000 due to decreased demand for Emergency Communications Operations Division.

• Fav. Deputy Supplies $152,000 due to less supplies needed for deputies. Additionally, Fav. Professional Services $77,000 due to fewer polygraph examiner requirements. Fav. Evidence Fund NET $70,000 due to a decrease in dollar procurement for drug busts. Fav. Communications $35,000 due to fewer fugitive apprehensions. Finally, Fav. Software Support Maintenance ($30,000), Clothing Allowance ($15,000), and Office Supplies ($11,500) due to lower-than-anticipated usage for Investigative/Forensic Services Division.

• At budget for Technology Information & Innovation Division.

Internal	**$31,971,847.97**	**$32,634,568.97**	**$30,665,628.97**	**$1,968,940.00**	**-0.15%**

• Fav. Info Tech Operations $312,380 due to budget allocation and usage for Sheriff Office Division.

• Fav. Info Tech Operations $21,400 and Telephone Communications $6,500 due to budget allocation and usage. for Sheriff Administrative Services Division.

• At budget at Q2 for Corrective Services Division.

• Fav. Info Tech Operations $33,800, Insurance Fund $19,000 and Telephone Communications $15,000 due to lower-than-anticipated usage. Partially offset by Unfav. Motor Pool ($24,800) due to increased usage for Corrective Services-Satelites Division.

• Fav. Info Tech Operations $210,300, Insurance Fund $37,700 and Motor Pool $37,900 due to lower-than-anticipated usage for Emergency Response and Preparedness Division.

• Fav. Motor Pool $400,000, Insurance Fund $382,000, Motor Pool Fuel Charges $298,000 and Info Tech Equipment Rental $52,000 due to less than anticipated use. Partially offset by unfav. Info Tech CLEMIS ($174,000), Info Tech Operations ($153,400) and Radio Communications ($33,900) due to higher than projected utilization for Patrol Services Division.

• Fav. Radio Communications $50,100, Insurance Fund $14,900, Telephone Communications $12,000 and Info Tech Managed Print Svcs $11,761 due to lower-than-anticipated usage. Partially offset by Unfav. Info Tech Operations ($59,500) due to increased usage for Emergency Communications Operations Division.

• Unfav. Info Tech Operations ($550,000), and Motor Pool ($93,000) due to allocation of budget and usage. Partially offset by Telephone Communications $65,000 due to lower-than-anticipated usage for Investigative/Forensic Services Division.

• Fav. Motor Pool $29,400 and Motor Pool Fuel $5,000 due to lower-than-anticipated usage for Technology Information & Innovation Division.

Transfers	**$1,023,874.00**	**$1,922,556.00**	**$1,969,356.00**	**($46,800.00)**	**-8.75%**

• Unfav. Due to transferring $46,800 from GF to motor pool for 2nd of two vehicles (Res. #2025-5270) Request for a Fleet Expansion for Parks for Patrol Services.

Clerk/Register of Deeds

2026 Q2 Forecast

Summary of Projections

	Adopted	Amended	Forecast	Favorability/UNF	Percentage
Total	**$13,496,029.05**	**$13,886,370.05**	**$13,290,370.05**	**$596,000.00**	**4.29%**
Personnel	**$9,683,493.16**	**$9,730,198.16**	**$9,528,958.00**	**$606,000.00**	**6.23%**

- Fav. Salaries and Fringe Benefits due to vacancies and turnover. Administration Division $49,000, County Clerk Division $430,000, and Register of Deeds $190,000. This is partially offset by Elections at ($63,000) due to election activities, to be offset by General Reimbursement from the State.

- Per Diem budgeted at $122,000 and current spending at $198,520 (163%).

- Department wide Overtime budgeted at $41,500 with current 2nd quarter spending at $15,111 (Elections overtime budget $28,500 and 2nd quarter actauals at $13,583).

Operating	**$1,742,612.00**	**$1,742,612.00**	**$1,742,612.00**	**($10,000.00)**	**-0.57%**

- Elections unfavorable for Professional Services ($10,000) for election activities that will be reimbursed by CVT's.

- All other division Operating Expenditures are at budget for Q2.

Internal	**$2,069,923.89**	**$2,413,559.89**	**$2,413,559.89**	**$0.00**	**0.00%**

- Internal Support Expenditures are at budget for Q2.

Transfers	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**#DIV/0!**

- No transfers anticipated in FY 2026.

Treasurer

2026 Q2 Forecast

Summary of Projections

	Adopted	Amended	Forecast	Favorability/UNF	Percentage
Total	**$9,806,144.48**	**$10,700,276.48**	**$10,666,476.48**	**$33,800.00**	**0.32%**
Personnel	**$4,384,434.40**	**$4,389,899.40**	**$4,239,899.40**	**$150,000.00**	**3.42%**

- Fav. Salaries and Fringe Benefits due to vacancies and turnover.

Department Overtime budgeted at $10,000 current 2nd quarter spending is $3,963.15 (60%).

Operating	**$3,310,270.00**	**$3,841,396.00**	**$3,957,596.00**	**($116,200.00)**	**-3.02%**

Claims unfavorable ($94,800) that are offset by the revenue line item "Pmts Other Than Anticipated" resulting in net favorability overall.

Professional Services unfavorable ($8,000) for staffing to address account reconciliation requirements.

Township and City Treasury Bonds unfavorable $7,000 for Delinquent Tax Revolving Fund 2025 Tax Levy Short Term Bond payment from Parks, General Fund, and Transit.

Internal	**$1,991,440.08**	**$2,348,981.08**	**$2,348,981.08**	**$0.00**	**0.00%**

Internal Support Services are at budget for Q2.

Transfers	**$120,000.00**	**$120,000.00**	**$120,000.00**	**$0.00**	**0.00%**

Transfers are at budget for Q2.

Board of Commissioners

2026 Q2 Forecast

Summary of Projections

	Adopted	Amended	Forecast	Favorability/UNF	Percentage
Total	**$6,748,366.99**	**$7,707,048.99**	**$7,590,648.99**	**$116,400.00**	**1.51%**
Personnel	**$4,282,172.23**	**$4,282,172.23**	**$4,200,772.23**	**$81,400.00**	**1.90%**

• Favorable Salaries and Fringe Benefits due to vacancy and turnover. There have been no charges in their $3,500 Overtime budget.

Operating	**$1,948,841.00**	**$2,902,866.00**	**$2,882,266.00**	**$20,600.00**	**0.71%**

• Favorable Computer Supplies $10,500 and Office Supplies $4,000 as these budgets are used on a contigent basis per departmental needs. Also Favorable Public Information $6,000 due to activities that vary each year tied to Commissioner led public communications.

Internal	**$517,353.76**	**$522,010.76**	**$507,610.76**	**$14,400.00**	**2.76%**

• Favorable Info Tech Operations $15,000 due to usage and allocation.

Transfers	**$0.00**	**$0.00**	**$0.00**	**$0.00**

• No Transfers Out.

Water Resources Commissioner

2026 Q2 Forecast

Summary

	Adopted	Amended	Unaudited Actuals	Favorability/UNF	Percentage
Total	**$9,011,597.09**	**$9,271,408.09**	**$9,271,408.09**	**$0.00**	**0.00%**
Personnel	**$269,940.72**	**$275,405.72**	**$275,405.72**	**$0.00**	**0.00%**
Operating	**$584,657.00**	**$734,657.00**	**$734,657.00**	**$0.00**	**0.00%**
Internal	**$8,100,834.37**	**$8,205,180.37**	**$8,205,180.37**	**$0.00**	**0.00%**
Transfers	**$56,165.00**	**$56,165.00**	**$56,165.00**	**$0.00**	**0.00%**

- Forecast for Personnel Expenditures projected to be at budget.
- Forecast for Operating Expenditures projected to be at budget.
- Forecast for Internal Support Expenditures projected to be at budget.
- Transfers Out for Drainage Districts will occur at Fiscal Year End.

County Executive

FY 2026 Q2 Forecast

Summary of Projections

	Adopted	Amended	Forecast	Favorability/UNF	Percentage
Total	**$13,787,067.63**	**$14,382,155.63**	**$12,080,755.63**	**$2,301,400.00**	**16.00%**
Personnel	**$8,882,152.13**	**$8,918,483.13**	**$7,652,783.13**	**$1,265,700.00**	**14.19%**

- Favorability in salaries and fringes due to turnover and vacancies in the Office of Sustainability, County Executive Administration, and Compliance divisions.

Operating	**$1,325,105.00**	**$1,873,244.00**	**$1,410,244.00**	**$463,000.00**	**24.72%**

- Administration favorability primarily attributed to $25,000 in Special Projects, $12,787 in Contracted Services, and $9,500 in Training due to timing of expenses

- Compliance Office favorability primarily attributed to Professional Services $153,400 due to lack of use due to department vacancy

- Diversity, Equity, & Inclusion favorability primarily due to $61,300 in Professional Services; $82,000 in Workshops and Meetings, Partially offset by unfavorability ($2,400) in Special Event Program

- Corporation Counsel, Indigent Defense Services Office, and Performance Management are on budget

- Office of Sustainability favorability primarily attributed to $50,000 in Professional Services due to timing of expenses, expenses planned in subsequent quarter

- Strategic Partnertships & Initiatives favorable Travel and Conference $4,000 due to timing of expenses, use is planned in Q3

Internal	**$1,696,189.50**	**$1,712,294.50**	**$1,139,594.50**	**$572,700.00**	**33.45%**

- Forecasted favorability of $446,300 in Info Tech Operations for Strategic Partnerships & Initiatives, $157,500 in Info Tech Operations in County Executive Administration and $74,200 in Info Tech Operations in the Compliance Office due to budget allocation. Partially offset by unfavorability within Performance Management ($114,000) due to Envizio payment budget allocation.

Transfers	**$1,883,621.00**	**$1,878,134.00**	**$1,878,134.00**	**$0.00**	**0.00%**

- Transfer Out of $1,883,621 grant match for Mandated Indigent Defense Commisssion.

Management & Budget

2026 Q2 Forecast

Summary of Projections

	Adopted	Amended	Forecast	Favorability/UNF	Percentage
Total	**$29,169,898.63**	**$30,120,953.63**	**$28,508,853.63**	**$1,612,100.00**	**5.35%**
Personnel	**$23,566,585.16**	**$23,618,871.16**	**$21,718,871.16**	**$1,900,000.00**	**8.04%**

- Favorability Salaries and Fringe Benefits due to vacancies and turnover in Fiscal Services,Purchasing, and Equalization divisions.
- Department Overtime budgeted at $98,100 with 2nd quarter year-to-daye spending at $49,809 (51% of budget).

Operating	**$1,102,809.00**	**$973,947.00**	**$1,261,847.00**	**($287,900.00)**	**-29.56%**

- Operating Expenditures for Adminstration Division are at budget for Q2.
- Operating Expenditures for Equalization Division are at budget for Q2.
- Operating Expenditures for Fiscal Services Division are at budget for Q2.
- Operating Expenditures for Purchasing unfavorabel ($275,000) for OpenGov applicatiom actuals that need to be transfered to IT Department (where the budget resides). Also, unfavorable Special Event Program ($12,900) for the Diverse Connections annual supplier event.

Internal	**$4,500,504.47**	**$5,254,678.47**	**$5,254,678.47**	**$0.00**	**0.00%**

- Internal Support Expenditures are at budget for Q2.

Transfers	**$0.00**	**$273,457.00**	**$273,457.00**	**$0.00**	**0.00%**

- Transfers are at budget for Q2.

Facilities Management

2026 Q2 Forecast

Summary of Projections

	Adopted	Amended	Forecast	Favorability/UNF	Percentage
Total	**$7,629,123.23**	**$8,767,853.23**	**$8,264,953.23**	**$502,900.00**	**5.74%**
Personnel	**$4,069,391.90**	**$4,629,803.90**	**$4,153,203.90**	**$476,600.00**	**10.29%**

- Facilities Management Administration: Favorable Salaries and Fringe Benefits due to vacancy.
- Support Services: Favorable Salaries and Fringe Benefits due to vacancy. They have used $1,657 out of a $13,500 Overtime budget.
- Facilities Engineering: Favorable Salaries and Fringe Benefits due to vacancies and turnover. They have used $1,383 out of a $25,000 Overtime budget and $546 out of a $500 Holiday Overtime budget.
- Capital Planning and Design: Favorable Salaries and Fringe Benefits due to vacancies.

Operating	**$2,117,074.00**	**$2,175,298.00**	**$2,161,798.00**	**$13,500.00**	**0.62%**

- Facilities Management Administration: Favorable Employee In-Service Training $2,000 due to timing of new employees for OSHA training, project estimates training, and grounds training.
- Support Services: Favorable Contracted Services $4,400; this is an as-needed budget for mail sorter repair work. Also favorable Training $2,000 due to timing of x-ray training for mail room.
- Facilities Engineering: Favorable Construction $4,300 due to a reimbursement for an invoice pertaining to the Main Jail Complex Fencing project.
- Capital Planning and Design: At budget.

Internal	**$1,442,657.33**	**$1,441,202.33**	**$1,428,402.33**	**$12,800.00**	**0.89%**

- Facilities Management Administration: Favorable Info Tech Operations $2,000 and Telephone Communications $1,000 to allocation and usage.
- Support Services: Favorable Info Tech Operations $8,000 due to budget allocation and usage.
- Facilities Engineering: Favorable Motor Pool $1,800 due to budget allocation.
- Capital Planning and Deisgn: At budget.

Transfers	**$0.00**	**$521,549.00**	**$521,549.00**	**$0.00**	**0.00%**

- Capital Planning and Deisgn: At budget. Transfer expected to be completed later in the fiscal year.

Human Resources

2026 Q2 Forecast

Summary of Projections

	Adopted	Amended	Forecast	Favorability/UNF	Percentage
Total	**$6,927,275.58**	**$7,317,553.58**	**$6,850,153.58**	**$467,400.00**	**6.39%**
Personnel	**$4,281,251.46**	**$4,281,251.46**	**$3,766,551.46**	**$514,700.00**	**12.02%**

- HR Administration Division: Favorable Salaries and Fringe Benefits due to vacancy. They have used $2,700 in Overtime and $165 in Holiday Overtime with no associated budget.

- Workforce Management Division: Favorable Salaries and Fringe Benefits due to vacancies primarily pertaining to intern and clerical pool positions that are outside of the core HR function. They have used $7,800 out of a $17,000 Overtime budget.

Operating	**$861,845.00**	**$1,112,945.00**	**$1,160,945.00**	**($48,000.00)**	**-4.31%**

- HR Administration Division: Unfavorable Legal Services ($42,500) primarily attributed to two matters requiring use of a third party. Partially offset by favorable Office Supplies $5,000, as these expenditures have been trending downward resulting in a net neutral reallocation in FY2027 budget development.

- Workforce Management Division: Unfavorable Psychological testing ($10,000) due to increased hiring activity.

Internal	**$1,784,179.12**	**$1,923,357.12**	**$1,922,657.12**	**$700.00**	**0.04%**

- The Department is at budget.

Transfers	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**0.00%**

- No Transfers Out in FY 2026.

Health

FY 2026 Q2 Forecast

Summary of Projections

	Adopted	Amended	Forecast	Favorability/UNF	Percentage
Total	**$56,459,411.54**	**$59,724,514.54**	**$48,767,814.54**	**$10,956,700.00**	**16.33%**
Personnel	**$41,213,923.68**	**$41,297,274.68**	**$36,996,674.68**	**$4,300,600.00**	**10.41%**

- Favorable Salaries and Fringe Benefits due to vacancies and turnover.
- Health & Human Services Administration allocated $0 in Overtime and has actuals of $250.
- Health Division allocated $119,960 in overtime and has actuals of $76,058.
- Children's Village allocated $0 in overtime and has actuals of $28,870.

Operating	**$9,732,841.00**	**$12,614,422.00**	**$5,967,022.00**	**$6,647,400.00**	**52.70%**

- Administration: Favorable Human Services Agency $894,200, PVT INST Foster CY PD $289,300 Pvt Inst Resid Cy Pd $1,456,200, Private Institutions $565,200, and Supportive Services $145,100 due to these expenditures are based on caseload, difficulty of care, and treatment services ordered by the Courts . Also favorable Professional Services $395,800 due to timing of expenses. Partially offset by unfavorable Emergency Shelter ($286,000) due to community need.

- Health Division: Favorable Professional Services $2,423,000 due to receipt of LCSA dollars.

- Neighborhood Housing & Development favorable $500,000 in Contracted Services due to lack of use.

- Children's Village on budget

Internal	**$4,873,002.86**	**$5,119,647.86**	**$5,110,947.86**	**$8,700.00**	**0.17%**

- On budget

Transfers	**$639,644.00**	**$693,170.00**	**$693,170.00**	**$0.00**	**0.00%**

- Transfers on budget

Public Services

2026 Q2 Forecast

Summary of Projections

	Adopted	Amended	Forecast	Favorability/UNF	Percentage
Total	**$50,992,092.32**	**$51,953,423.32**	**$50,704,023.32**	**$1,249,400.00**	**2.40%**
Personnel	**$37,090,200.53**	**$37,180,519.53**	**$37,141,349.53**	**$1,500,000.00**	**4.03%**

- Fav. Salaries and Fringe Benefits due to vacancies and turnover within Divisions. Administration Division $6,800, Pretrial and Justice Services Division $210,800, and Medical Examiner Division $183,000, and Children's Village $1,120,000. This is offset by an unfavorable amount of ($20,600) from Animal Control due to Overtime/Holiday Overtime pay.

- Department Overtime/Holidiay Overtime budgeted at $681,809 with 2nd quarter spending at $1,150,000.

Operating	**$5,698,671.00**	**$6,219,331.00**	**$6,353,331.00**	**($134,000.00)**	**-2.15%**

- Unfavorable Children's Village ($134,000) in Software Support Maintenance for the BizStream Case Management Software.

- All other divisions Operating Expenditures are at budget at Q2.

Internal	**$8,203,220.79**	**$8,553,572.79**	**$8,670,172.79**	**($116,600.00)**	**-1.36%**

- Animal Control unfavorable Motor Pool ($30,000) due to allocation of charges.

- Medical Examiner unfavorable for Info Tech Operations ($86,600) due to purchase and maintenance of ECMS software.

- All other divisions' Internal Services are at budget.

Transfers	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**0.00%**

- No transfers anticipated in FY 2026.

Economic Development

FY 2026 Q2 Forecast

Summary of Projections

	Adopted	Amended	Forecast	Favorability/UNF	Percentage
Total	**$13,115,046.20**	**$15,682,610.20**	**$15,320,166.20**	**$362,444.00**	**2.31%**
Personnel	**$9,022,065.34**	**$9,022,065.34**	**$8,323,465.34**	**$698,600.00**	**7.74%**

- Budget favorable due to vacancies.

- Overtime usage is $0 of an allocated budget of $0 in all divisions except Veteran's Services, where Overtime usage is $935 of an allocated budget of $0.

Operating	**$2,395,875.00**	**$4,941,011.00**	**$5,476,711.00**	**($535,700.00)**	**-10.84%**

- Administration: Unfav. Advertising ($207,800), Business Recruitment ($21,900), and Contracted Services ($92,900) due to these being unbudgeted. Partially offset by fav. Operating Expenditures in Planning and Local Business Development. Unfav. Professional Services ($229,300) driven by CRM system development.

- Planning and Local Business Development: Fav. Advertising $97,400, Business Recruitment $141,700, Professional Services $14,400, Personal Mileage $15,100. These are offset by spending in Administration and Business Development Division.

- Business Development Division: Unfav. Advertising ($22,000), Business Recruitment ($79,900), Membership Dues ($8,600), Personal Mileage ($7,800), Workshops and Meetings ($16,600) due to being unbudgeted. Partially offset by fav. Operating Expenditures in Planning and Local Business Development.

- Workforce Development: Fav. Professional Services $50,000 due to lack of use. Offset by unfav. Professional Services in Administration.

- Veteran's Services: • Fav. Soldier burial $88,600 and Soldier Relief $7,700. Offset by Unfav. Advertising ($74,000). Soldier Burial and Soldier Relief consistent with historical community utilization. Increased advertisting to appraise veterans of available benefits.

Internal	**$1,598,361.86**	**$1,620,789.86**	**$1,519,989.86**	**$100,800.00**	**6.22%**

- Administration: Fav. Info Tech Operations $48,500 due to less utilization.

- Planning and Local Business Development: Fav. Info Tech Operatons $95,000 due to less utilization.

Transfers	**$98,744.00**	**$98,744.00**	**$0.00**	**$98,744.00**	**100.00%**

- Favorable.
- Administration: This transfer was originally budgeted to cover a portion of a Senior Planner for the Brownfield Redevelopment Aurhtority expected to be split funded between the General Fund (GF) and grant funding. However this position, filled in early Q3, is 100% GF. Expect a Q3 budget amendment to remove this budgeted transfer.

Emergency Management & Homeland Security

2026 Q2 Forecast

Summary of Projections

	Adopted	Amended	Forecast	Favorability/UNF	Percentage
Total	**$3,123,128.23**	**$3,335,477.23**	**$3,433,377.23**	**($97,900.00)**	**-2.94%**
Personnel	**$1,598,008.08**	**$1,586,458.08**	**$1,682,058.08**	**($95,600.00)**	**-6.03%**

- Unfavorable Salaries and Fringe Benefits primarily attributed to Overtime and On Call activity that pertain to emergency responses to natural and man-made disasters. They have used $18,900 out of a $10,500 Overtime budget, $17,300 out of a $21,000 On Call budget, and $750 in Holiday Overtime with no associated budget for this line.

Operating	**$681,062.00**	**$865,603.00**	**$883,303.00**	**($17,700.00)**	**-2.04%**

- Unfavorable Equipment Rental Expense ($14,200) due to a forklift rental for the warehouse for FY2026 only. Also unfavorable Garbage and Rubbish Disposal ($3,100) due to usage of a roll off dumpster to prepare for move into the new warehouse.

Internal	**$844,058.15**	**$883,416.15**	**$868,016.15**	**$15,400.00**	**1.74%**

- Favorable Motor Pool $10,600 due to budget allocation and usage. Also favorable Radio Communications $7,000 due to no radio repair work through Q2 in FY2026.

Transfers	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**0.00%**

- No Transfers Out through FY 2026 Q2.

Dept. of Public Communications

FY 2026 Q2 Forecast

Summary of Projections

	Adopted	Amended	Forecast	Favorability/UNF	Percentage
Total	**$5,300,629.80**	**$5,393,624.80**	**$4,997,924.80**	**$395,700.00**	**7.34%**
Personnel	**$3,594,397.27**	**$3,594,397.27**	**$3,594,397.27**	**$0.00**	**0.00%**

- At budget.
- Overtime usage is $7,400 out of an allocated budget of $0.

Operating	**$1,131,327.00**	**$1,131,327.00**	**$735,627.00**	**$395,700.00**	**34.98%**

- Fav. Contracted Services $10,000 due to less use of marketing firms. Professional Services $47,800 due to lack of use, Software Rental Lease Purchase $7,600 due to a reduction in vendor usage, Software Support Maintenance $5,000 due to favorable maintenance requirements, Special Projects $321,800 due to projects not expected to make full use of budget.

Internal	**$574,905.53**	**$667,900.53**	**$667,900.53**	**$0.00**	**0.00%**

- At budget.

Transfers	**$0.00**	**$0.00**	**$0.00**	**$0.00**	

- No Transfers budgeted for FY2026.

Account	FY 2026 Adopted Budget	FY 2026 Amended Budget	FY 2026 Forecast	Variance	Percentage	Explanation
Expenditure					**0.00%**	
SC702110 Per Diem Expense	-	-	90.00	(90.00)	**0.00%**	
SC702145 Separation Incentive	-	-	-	-	**0.00%**	
SC702180 - Temporary Positions	250,000.00	176,650.00	176,650.00	-	**100.00%**	At budget
SC702995 - Salary Turnover Factor	(9,500,000.00)	(9,500,000.00)	(9,500,000.00)	-	**100.00%**	At budget
SC702400 COVID Vaccine Incentive	-	-	-	-	**0.00%**	
702000 Salaries Regular	**(9,250,000.00)**	**(9,323,350.00)**	(9,323,260.00)	(90.00)	100.00%	
SC722750 Workers Comp	-	-	-	-	0.00%	
SC722760 Group Life	-	-	-	-	0.00%	
SC722770 Retirement	-	-	-	-	0.00%	
SC722780 Hospitalization	-	-	-	-	0.00%	
SC722790 Soc. Security	-	-	6.88	(6.88)	0.00%	
SC722810 Disability	-	-	-	-	0.00%	
SC722800 Dental	-	-	-	-	0.00%	
SC722850 Optical	-	-	-	-	0.00%	
SC722995 Fringe Benefit Turn Over	-	-	-	-	0.00%	
722000:Fringe Benefits	-	-	6.88	(6.88)	0.00%	
SC730037 Adj Prior Years Exp	-	-	-	-	**0.00%**	
SC730044 - Adj Prior Years Revenue	-	-	-	-	**0.00%**	
SC730114 Auction Expense	-	-	0.05	(0.05)	**0.00%**	
SC730121 - Bank Charges	-	-	185,100.00	(185,100.00)	**0.00%**	Unfav. Due to unbudgeted bank charges.
SC730240 - Cash Shortage	-	-	-	-	**0.00%**	
SC730359 - Contingency	337,692.00	253,475.00	253,475.00	-	**100.00%**	At budget
SC730611 - Employees Medical Exams	-	-	-	-	**0.00%**	
SC730926 Indirect Cost	-	-	-	-	**0.00%**	
SC730954 - Insurance Surety Bonds	2,500.00	2,500.00	2,500.00	-	**100.00%**	At budget
SC731136 - Logos Trademarks Intellect Prp	25,000.00	25,000.00	25,600.00	(600.00)	**102.40%**	Unfav. Due to increased costs

Account	FY 2026 Adopted Budget	FY 2026 Amended Budget	FY 2026 Forecast	Variance	Percentage	Explanation
SC731241 - Miscellaneous	-	-	-	-	**0.00%**	
SC731213 Membership Dues	-	-	-	-	**0.00%**	
SC731346 - Personal Mileage	-	-	-	-	**0.00%**	
SC731458 Professional Services	-	-	-	-	**0.00%**	
SC731577 Refund Prior Years Revenue	-	-	-	-	**0.00%**	0
SC731626 Rent	-	-	-	-	**0.00%**	0
SC731885 Supportive Services	-	-	-	-	**0.00%**	
SC731941 Training	-	-	-	-	**0.00%**	
SC732018 Travel	-	-	-	-	**0.00%**	
SC732165 Workshops and Meeting	-	-	-	-	**0.00%**	0
730000:Contractual Services	**365,192.00**	**280,975.00**	**466,675.05**	**(185,700.05)**	**166.09%**	
SC740044 - Drain Assessments Current	850,000.00	850,000.00	850,000.00	-	**100.00%**	At budget
SC740085 - Local Road Funding Program	2,000,000.00	2,554,500.00	3,000,000.00	(445,500.00)	**117.44%**	Unfav. Due to timing of CVT's remitting for reimbursement of previous year's local road projects.
SC740086 - Mental Health Authority	9,620,616.00	9,620,616.00	9,620,616.00	-	**100.00%**	At budget
SC740090 - Township Road Repair Program	-	2,722,500.00	2,722,500.00	-	**100.00%**	At Budget
SC740093 - Mich Association of Counties	73,000.00	73,000.00	73,000.00	-	**100.00%**	At budget
SC740100 - National Assoc of Counties	25,500.00	25,500.00	25,500.00	-	**100.00%**	At budget
SC740135 - Road Comm Tri Party	2,000,000.00	2,600,000.00	2,781,877.00	(181,877.00)	**107.00%**	Unfav. due to timing of Oakland County Road Commission remitting for county's share of current and previous year's Tri-Party road projects.
SC740149 - SEMCOG	660,000.00	660,000.00	660,000.00	-	**100.00%**	At budget
SC740160 - Substance Abuse Coord Agency	5,600,000.00	5,600,000.00	5,600,000.00	-	**100.00%**	At budget
SC740177 - Traffic Improvement Assoc	30,000.00	30,000.00	30,000.00	-	**100.00%**	At budget
SC740037 - Classification and Rate Change	439,630.00	376,511.00	376,511.00	-	**100.00%**	At budget

Account	FY 2026 Adopted Budget	FY 2026 Amended Budget	FY 2026 Forecast	Variance	Percentage	Explanation
SC740072 - General Fund Contingency	(6,000,000.00)	(5,988,992.00)	(6,000,000.00)	11,008.00	**100.18%**	At budget
SC740142 - Salary Adjustment Reserve	(5,166,218.00)	(5,808,701.00)	(5,808,701.00)	-	**100.00%**	At budget
740000:Non-Departmental	**10,132,528.00**	**13,314,934.00**	**13,931,303.00**	**(616,369.00)**	**104.63%**	
SC750077 - Disaster Supplies	**-**	**-**	-	-	**0.00%**	0
SC750301 - Medical Supplies	**-**	**-**	-	-	**0.00%**	0
750000 - Commodities	**-**	**-**	**-**	**-**	**0.00%**	
SC760126 - Capital Outlay Miscellaneous	300,000.00	300,000.00	300,000.00	-	**100.00%**	At budget
SC760180 - Technology Projects-One Time	2,000,000.00	2,115,000.00	**2,115,000.00**	-	**100.00%**	At budget
760000:Capital Outlay	**2,300,000.00**	**2,415,000.00**	**2,415,000.00**	**-**	**0.00%**	
SC770631 - Bldg Space Cost Allocation	2,190,828.61	2,190,828.61	2,190,828.61	-	**100.00%**	At budget.
SC773630 Info Tech Development	9,212,320.00	8,833,762.00	8,833,762.00	-	**100.00%**	At budget
SC773530 CLEMIS Development	-	-	-	-	**0.00%**	
SC774636 Info Tech Operations	74,669.00	74,669.00	-	74,669.00	**0.00%**	Fav. Due budget allocation and usage.
SC774677 - Insurance Fund	473,260.00	473,260.00	473,260.00	-	**100.00%**	At budget
SC775754 - Maintenance Department Charges	702,500.00	328,669.00	328,669.00	-	**100.00%**	
SC777599 - Service Center Grounds	500,000.00	500,000.00	500,000.00	-	**100.00%**	At budget.
770000:Internal Support Expenditures	**13,153,577.61**	**12,401,188.61**	**12,326,519.61**	**74,669.00**	**99.40%**	
SC788001 - Transfers Out	37,467,091.00	44,067,272.00	44,008,485.00	58,787.00	**99.87%**	At budget
788001:Transfers Out	**37,467,091.00**	**44,067,272.00**	**44,008,485.00**	**58,787.00**	**99.87%**	
SC790959 - Contributions to Other Government Units	-	-	10,000,000.00	(10,000,000.00)	**0.00%**	Unfav. Due to transfer to CLEMIS Authority. A budget amendment will be required in a subsequent quarterly forecast (Res. 2025-5723)
790959: Contributions to Other Government Units	**-**	**-**	**10,000,000.00**	**(10,000,000.00)**	**0.00%**	
Total Expenditure	**54,168,388.61**	**63,156,019.61**	**73,824,729.54**	**(10,668,709.93)**	**116.89%**	

COUNTY OF OAKLAND
FY 2026 SECOND QUARTER REPORT
ENTERPRISE FUND
TREASURER'S OFFICE

	ADOPTED BUDGET	AMENDED BUDGET	FY2026 FORECAST	VARIANCE FAV/(UNFAV)	PERCENT	EXPLANATION OF SIGNIFICANT VARIANCES
DELINQUENT TAX REVOLVING FUND 51600						
REVENUES						
Charges for Services	$10,500,000.00	$10,500,000.00	$ 10,500,000.00	$ -	0.00%	At budget.
Other Revenues	3,000,000.00	3,000,000.00	3,000,000.00	-	0.00%	At budget.
Transfers In	-	-	-	-	0.00%	
Total Revenues	$13,500,000.00	$13,500,000.00	$13,500,000.00	$ -	0.00%	
OPERATING EXPENSES						
Personnel Expenditures	$ 245,282.48	$ 245,282.48	$ 245,282.48	$ -	0.00%	At budget.
Operating Expenditures	387,004.00	387,004.00	387,004.00	-	0.00%	At budget.
Interest Expense	1,000,000.00	1,000,000.00	1,000,000.00	-	0.00%	
Transfer Out to Other Funds:						
General Fund - Collection Fees	8,200,000.00	8,200,000.00	8,200,000.00		0.00%	
GF - Non-Departmental	0.00	0.00	0.00	-	#DIV/0!	
Work Release Facility Refunding Debt Svc	0.00	0.00	0.00	-	#DIV/0!	
Office Bldg Renovation Refunding Debt Svc	0.00	0.00	0.00	-	#DIV/0!	
Housing trust Fund (FND21400)	1,500,000.00	1,500,000.00	1,500,000.00		0.00%	
Animal Control Pet Adoption Debt	1,029,156.00	1,029,156.00	1,029,156.00	-	0.00%	
Total Transfer Out to Other Funds	$ 10,729,156.00	$ 10,729,156.00	$ 10,729,156.00	$ -	0.00%	
Total Operating Expenses	$ 12,361,442.48	$ 12,361,442.48	$ 12,361,442.48	$ -	0.00%	
REVENUE OVER (UNDER) EXPENDITURES*	$1,138,557.52	$1,138,557.52	$1,138,557.52	$0.00		
Total Net Position - Beginning			$231,618,127.09			
Total Net Position - Ending			**$232,756,684.61**			
Ending FY 2025 Designated Net Position**:						
NP-UnRes - Designated - Debt Service			11,349,096.97			
NP-UnRes - Designated - Delinq Taxes Receivable			$213,395,182.81			
NP-UnRes - Designated - Collection Fees			$6,873,847.31			
Undesignated - Net Position			$1,138,557.52			
Total Net Position - Ending			**$232,756,684.61**			

* Please note that in the Adopted Budget (line-item book) this is budgeted as 'Planned Use of Balance" in the revenue category.
** Please note the designated equity amounts are adjusted at year-end only

COUNTY OF OAKLAND
FY 2026 SECOND QUARTER REPORT
ENTERPRISE FUNDS
TREASURER

	ADOPTED BUDGET	AMENDED BUDGET	FY2026 FORECAST	VARIANCE FAV/(UNFAV)	PERCENT	EXPLANATION OF SIGNIFICANT VARIANCES
DELINQUENT PERSONAL PROPERTY TAX (51800)						
OPERATING REVENUE	$512,734.00	$506,136.00	$506,136.00	$0.00	0.00%	At budget.
OPERATING EXPENSE	615,001.08	615,001.08	615,001.08	$0.00	0.00%	At budget.
NET OPERATING INCOME (LOSS)	($102,267.08)	($108,865.08)	($108,865.08)	$0.00	0.00%	At budget.
NON-OPERATING REVENUE (EXPENSE)/	5,000.00	5,000.00	$5,000.00	$0.00	0.00%	At budget.
TOTAL INCOME BEFORE CONTRIBUTIONS AND TRANSFERS	($97,267.08)	($103,865.08)	($103,865.08)	$0.00		At budget.
TRANSFERS OUT	-	-	-	-		
TOTAL NET INCOME (LOSS)*	($97,267.08)	($103,865.08)	($103,865.08)	$0.00		At budget.
TOTAL NET POSITION - BEGINNING			1,821,389.52			
TOTAL NET POSITION - ENDING			$1,717,524.44			

* Please note that in the Adopted Budget (line-item book) this is budgeted as 'Planned Use of Balance" in the revenue category.

COUNTY OF OAKLAND

FISCAL YEAR 2026 SECOND QUARTER FORECAST

INTERNAL SERVICE FUND

WATER RESOURCES COMMISSIONER

	ADOPTED BUDGET	AMENDED BUDGET	FY 2026 FORECAST	VARIANCE FAV/(UNFAV)	PERCENT	EXPLANATION OF SIGNIFICANT VARIANCES
DRAIN EQUIPMENT FUND (63900)						
OPERATING REVENUES:						
Inside	$68,668,570.00	$68,668,570.00	$65,708,570.00	($2,960,000.00)	-4.31%	Unfav - Reimbursement Salaries ($3,000,000) due to unallocated payroll charges for turnover and vacant positions, offset in Salaries and Fringes. Fav - Maintenance Contracts $40,000 the result of increased Supervisory Control Data Acquisition (SCADA) charges to the systems for drain equipment, materials & supplies and CAMS labor charges.
Outside	$340,100.00	$340,100.00	$340,100.00	$0.00	0.00%	
Total Revenue	69,008,670.00	69,008,670.00	66,048,670.00	(2,960,000.00)	-4.29%	
OPERATING EXPENSES	$69,509,670.27	$72,365,031.27	$69,153,755.70	$3,211,275.57	4.44%	Fav - Salaries and Fringes $3,000,000 due to turnover and vacant positions. Fav - Contracted Services $330,000 due to a decrease in repair work for Supervisory Control and Data Acquisition (SCADA) system. Fav - Equipment $100,000 and Vehicles $100,000 due to over estimated depreciation schedule. Fav - Material and Supplies $55,000 due to decrease in these items being used in infrastructure repairs. Unfav - Indirect Costs ($140,000) due to indirect cost rate finalized after budget process. Unfav - Adjustment Prior Years Revenue ($130,600) for reconciling unbilled account receivables to recognize revenue for rebill items duplicated after conversion to Workday. Unfav - Employee Footwear ($48,500) the result of the new union contract establishing a annual payroll deduction for boot allowance to each employee. Unfav - Membership Dues ($19,100) due to memberships being established for employees can get exam prep course material cheaper with memberships. Unfav - Travel and Conference ($10,000) the result of increased spending on seminars to keep employees current on regulations pertaining to their jobs. Unfav - Printing Supplies ($5,500) due to no budget established for toner and metering charges for the use of printers. Unfav - Tariff Expense ($5,000) due to no budget established for new tariff expenses related to current federal government policies.
NET INCOME (LOSS) BEFORE	($501,000.27)	($3,356,361.27)	($3,105,085.70)	$251,275.57	-7.49%	

COUNTY OF OAKLAND

FISCAL YEAR 2026 SECOND QUARTER FORECAST

INTERNAL SERVICE FUND

WATER RESOURCES COMMISSIONER

	ADOPTED BUDGET	AMENDED BUDGET	FY 2026 FORECAST	VARIANCE FAV/(UNFAV)	PERCENT	EXPLANATION OF SIGNIFICANT VARIANCES
NON-OPERATING REVENUE/(EXPENSE)	$429,000.00	$429,000.00	$559,000.00	$130,000.00	30.30%	Fav - Income from Investment $100,000 due to investment base and market rate fluctuations. Fav - Gain on Sale of Capital $30,000 due to sale of owned items at county auction or online bidding services.
TRANSFER IN	-	-	-	-	0.00%	
TRANSFERS (OUT)	40,000.00	40,000.00	40,000.00	-	0.00%	
NET REVENUES OVER (UNDER) EXPENSES*	($112,000.27)	($2,967,361.27)	($2,586,085.70)	$381,275.57		
TOTAL NET POSITION - BEGINNING			$ 40,198,951.00			
TOTAL NET POSITION - ENDING			$ 37,612,865.30			

*Please note that in the Adopted Budget (line-item book) this is budgeted as "Planned use of Fund Balance" in the revenue category and Budgeted Equity Adj in Expenses.

COUNTY OF OAKLAND
FY 2026 SECOND QUARTER REPORT
INTERNAL SERVICE FUND
RISK MANAGEMENT

	ADOPTED BUDGET	AMENDED BUDGET	FY 2026 FORECAST	VARIANCE FAV/(UNFAV)	PERCENT	EXPLANATION OF SIGNIFICANT VARIANCES
LIABILITY INSURANCE FUND 67700						
OPERATING REVENUES:						
Outside Revenue	$ 14,603.00	$ 14,603.00	$ 14,603.00	0.00	0.00%	
Inside Revenue	13,167,500.00	13,167,500.00	13,173,100.00	5,600.00	0.04%	- Fav. Prior year adjustments rebilled for FY25 services.
Total Operating Revenue	$ 13,182,103.00	$ 13,182,103.00	$ 13,187,703.00	5,600.00	0.04%	
OPERATING EXPENSE	$ 7,645,796.00	$ 7,645,796.00	$ 7,784,496.00	(138,700.00)	-1.81%	- Unfav. ($180,800) due to corrections to Prepaid Expense from audit, ($12,900) Info Tech Operations, ($9,000) Info Tech Development based on actual usage. Partially offset by fav. Salaries and Fringe Benefits $64,000 due to vacant positions filled late in first quarter.
CLAIMS PAID	7,966,000.00	7,966,000.00	6,466,000.00	1,500,000.00	18.83%	- Fav. due to lower than anticipated claims.
TOTAL OPERATING EXPENSES	$ 15,611,796.00	$ 15,611,796.00	$ 14,250,496.00	1,361,300.00	8.72%	
OPERATING INCOME (LOSS)	(2,429,693.00)	(2,429,693.00)	(1,062,793.00)	1,366,900.00	-56.26%	
NON-OPERATING REVENUE (EXPENSE)	500,000.00	500,000.00	500,000.00	-	0.00%	
TRANSFER IN (OUT)	$ -	$ -	$ -	$ -		
NET REVENUES OVER/(UNDER)* EXPENSES	$ (1,929,693.00)	$ (1,929,693.00)	(562,793.00)	$ 1,366,900.00		
TOTAL NET ASSETS - BEGINNING			5,764,590.67			
TOTAL NET ASSETS - ENDING			$ 5,201,797.67			

COUNTY OF OAKLAND
FY 2026 SECOND QUARTER REPORT
ENTERPRISE FUNDS
AVIATION

	ADOPTED BUDGET	AMENDED BUDGET	FY 2026 FORECAST	VARIANCE FAV/(UNFAV)	PERCENT	EXPLANATION OF SIGNIFICANT VARIANCES
OAKLAND COUNTY INTERNATIONAL AIRPORT (56500)						
OPERATING REVENUE	$ 6,733,500	$ 6,759,771	$ 6,974,771	$ 215,000.00	3.18%	- Fav. Aviation Gas $60,000 and Landing Fees $53,000 due to strong traffic volumes, Car Rental concessions $52,000 due to increased usage since COVID and rate increases, and Reimb US Customs $50,000 due to increased international flights requiring inspections by Custom Agents. Charges are rebilled to the customers.
	8,591,187	8,597,955	7,342,725	(1,255,230.00)	-1.83%	- Unfav. Infrastructure depreciation expense ($1,095,630) due to adding new Infrastructure from Completed Airport Grants/Projects, Indirect Costs ($418,900) due to actual costs determined after budget close, Snow Removal ($80,000) due to increase in inclement weather this year, US Custom Services ($50,000) due to increased international flights requiring inspections by Customs Agents, Equipment depreciation expense ($27,445) due to adding new equipment, Adj Prior Years Exp ($24,500) due to reclassification of project charges. Partially offset by Fav. Salaries and Fringes $351,245 due to Vacant Positions, Credit Card Fees $35,000 due to trend of payment by check, and Firefighting Supplies $55,000 due to Firefighting Uniforms being reclassed from expense to assets.
OPERATING EXPENSE						
NET OPERATING INCOME (LOSS)	($1,857,687)	($1,838,184)	$ (2,878,414)	$ (1,040,230.00)	56.59%	
NON-OPERATING REVENUE (EXPENSE)	58,875	58,875	450,875.00	392,000	665.82%	- Fav. Investment Income $392,000 due to higher than expected available cash balance
TOTAL INCOME BEFORE CONTRIBUTIONS AND TRANSFERS	(1,798,812)	(1,779,309)	(2,427,539)	(648,230)	36.43%	
TRANSFERS IN/(OUT)	-	-	-	-		
CAPITAL CONTRIBUTION	-	-	1,454,657.00	1,454,657.00		- Fav. Capital Contributions-State Grants $222,961 - Closed out grants/projects B-26-0118-1819, and B-26-0079-8218 and per Auditors recorded Estimated Revenue for PRJ-18034, PRJ-18051 and PRJ-18062, along with Fav. Capital Contributions-Federal Grants $1,231,696 - Closed out grants/projects B-26-0118-1819, and B-26-0079-8218 and per Auditors recorded estimates into CIP and Revenue for PRJ-18052, PRJ-18050, PRJ-18034, and PRJ-18051.
TOTAL NET INCOME (LOSS)	($1,798,812)	($1,779,309)	($972,882)	806,427		
TOTAL NET ASSETS - BEGINNING			$95,133,507			
TOTAL NET ASSETS - ENDING			$94,160,625			

COUNTY OF OAKLAND
FY 2026 SECOND QUARTER REPORT
INTERNAL SERVICE FUNDS
FACILITIES

	ADOPTED BUDGET	AMENDED BUDGET	FY 2026 FORECAST	VARIANCE FAV/(UNFAV)	PERCENT	EXPLANATION OF SIGNIFICANT VARIANCES
MOTOR POOL FUND 66100						
OPERATING REVENUE:						
Outside Revenue	$ 138,000.00	$ 138,000.00	138,000.00	$ -	0.00%	
Inside Revenue	10,849,930.00	11,014,534.00	11,066,834.00	52,300.00	0.47%	- Fav. Leased Equipment $282,000 due to fleet expansions and increased vehicle acquisition cost that is being depreciated and Sublet Repairs Revenue $42,000 due to increased repairs to department owned vehicle, Partially offset by unfav. Parts and Accessories ($200,300) due to rebilled material costs for vehicle repairs and fleet expansions (offset by Parts and Accessories expense) and Productive Labor ($71,400) due to required labor for vehicle repairs and fleet expansions.
Total Revenue	10,987,930.00	11,152,534.00	11,204,834.00	52,300.00		
OPERATING EXPENSE	13,172,330.00	13,613,110.00	13,235,310.00	377,800.00	2.78%	- Fav. Gasoline Charges $468,000 due to current fuel costs and fuel-efficient vehicles and Info Tech Development $26,000 due to the development of actual charges after budget finalization (a third quarter budget amendment will be done to correct large variance). Partially offset by unfav. Sublet Repairs Expense ($45,000) due to higher than anticipated sublet repair costs (partially offset by Sublet Repair Revenue $42,000), Insurance ($31,200) due to higher than anticipated costs, Auction Expense ($20,000) due to the number of vehicles being sold also used cars bringing high returns and Tires and Tubes ($20,000) due to higher than anticipated
OPERATING INCOME (LOSS)	(2,184,400.00)	(2,460,576.00)	(2,030,476.00)	430,100.00		
NON-OPERATING REVENUE (EXPENSE)	940,000.00	940,000.00	940,000.00	-	0.00%	
NET INCOME (LOSS) BEFORE OPERATING TRANSFERS	(1,244,400.00)	(1,520,576.00)	(1,090,476.00)	430,100.00		
TRANSFERS IN / (OUT)	15,000.00	270,000.00	346,000.00	76,000.00	28.15%	- Fav. $76,000 due to vehicle budget requested for FY 25 but not delivered before year end for Parks and Sheriff.
CAPITAL CONTRIBUTIONS	-	-	-	-		
NET REVENUE OVER/(UNDER) EXPENSES (PLANNED USE OF FUND BAL.) *	$ (1,229,400.00)	$ (1,250,576.00)	$ (744,476.00)	$ 506,100.00		
TOTAL NET ASSETS - BEGINNING			$ 9,912,076.43			
TOTAL NET ASSETS - ENDING			$ 9,167,600.43			

COUNTY OF OAKLAND
FY 2026 SECOND QUARTER REPORT
INTERNAL SERVICE FUND
FACILITIES MANAGEMENT

	ADOPTED BUDGET	AMENDED BUDGET	FY 2026 FORECAST	VARIANCE FAV/(UNFAV)	PERCENT	EXPLANATION OF SIGNIFICANT VARIANCES
FACILITIES MAINTENANCE & OPERATIONS (#63100)						
OPERATING REVENUES:						
Outside Revenue	$561,174.00	$570,994.00	$ 570,994.00	$ -	0.00%	At budget.
Inside Revenue	$36,627,564.00	$36,612,877.00	36,636,177.00	$23,300.00	0.06%	Favorable Maintenance Contracts $20,900 due to 3 projects for Vibe Credit Union, Easter Seals, and the Road Commission which will be reclassified to Ext - Other Revenue. Also favorable Refunds Miscellaneous $8,800 attributed to utility rebates from the Green Space Initiative Project.
TOTAL OPERATING REVENUE	$37,188,738.00	$37,183,871.00	$ 37,207,171.00	$ 23,300.00	0.06%	
OPERATING EXPENSES	$36,399,331.15	$36,533,555.15	$ 36,257,555.15	$276,000.00	0.76%	PERSONNEL: Favorable Salaries and Fringe Benefits $313,000 due to vacancies and turnover. They have used $399,791 out of a $428,525 Overtime budget, $89,943 out of a $96,500 Holiday Overtime budget, and $293,724 out of a $322,000 On Call budget. OPERATING EXPENDITURES: Favorable Water and Sewage Charges $110,000 and Natural Gas $90,000 due to rates and usage. Also favorable Material Supplies $63,000 due to work order demand, as this budget serves as the tool crib stock for work orders. Partially offset by unfavorable Maintenance Supplies ($181,000) due to rising supply costs, such as air filters, that are needed to maintain aging infrastructure. Also unfavorable Small Tools ($30,000) as this line has been trending higher due in recent years due to rising supply costs. Additional unfavorable Road Salt ($25,000) due to increased snow events, and Gasoline Charges ($24,000) due to increased generator usage during power shut downs for repair work. INTERNAL SERVICES: Unfavorable Info Tech Development ($125,000) due to a FY2025 one-time appropriation of $350,000 for an IT Asset Management project PRJ-18032 that was delayed resulting in most of the project work and expenses occuring in FY2026. Partially offset by favorable Radio Communications $26,000 due to no radio repair work yet this fiscal year.
NET INCOME (LOSS) BEFORE OPERATING TRANSFERS	$ 789,406.85	$ 650,315.85	$ 949,615.85	$ 299,300.00		
NON-OPERATING REVENUE	$ 100,000.00	$ 100,000.00	$ 100,000.00	$ -	0.00%	At budget.
TRANSFERS IN	$ -	$ -	$ -	$ -	#DIV/0!	No Transfers In.
TRANSFERS OUT	$ (2,215,000.00)	$ (2,215,000.00)	$ (2,215,000.00)	$ -	0.00%	At budget. Transfers Out pertains to a $2,200,000 transfer into the Project Work Order Fund for M-Projects and a $15,000 transfer to Motor Pool for a vehicle upgrade.

COUNTY OF OAKLAND
FY 2026 SECOND QUARTER REPORT
INTERNAL SERVICE FUND
FACILITIES MANAGEMENT

	ADOPTED BUDGET	AMENDED BUDGET	FY 2026 FORECAST	VARIANCE FAV/(UNFAV)	PERCENT	EXPLANATION OF SIGNIFICANT VARIANCES
NET REVENUES OVER(UNDER) EXPENSES*	$ (1,325,593.15)	$ (1,464,684.15)	$ (1,165,384.15)	$ 299,300.00		
TOTAL NET POSITION - BEGINNING			$ 6,298,571.00			
TOTAL NET POSITION - ENDING			$ 5,133,186.85			

*Please note that in the Adopted Budget (line-item book) this is budgeted as "Planned Use of Fund Balance" in the revenue category.

COUNTY OF OAKLAND
FY2026 SECOND QUARTER FORECAST
INTERNAL SERVICE FUNDS
FRINGE BENEFITS FUND

FRINGE BENEFITS FUND 67800	ADOPTED BUDGET	AMENDED BUDGET	FY 2026 FORECAST	VARIANCE FAV/(UNFAV)	PERCENT	EXPLANATION OF SIGNIFICANT VARIANCES
OPERATING REVENUE						
RETIREES MEDICAL - VEBA DEBT	33,999,419	33,999,419	33,999,419	-	0.00%	
DEFERRED COMPENSATION-MATCH	4,933,000	4,933,000	6,765,000	1,832,000	37.14%	- Fav. due to County payroll actuals higher than budget projections, partially offset by unfavorable Deferred Comp-County Pmts Match expense.
DEFINED CONTRIBUTION PLAN	27,238,200	27,238,200	36,600,200	9,362,000	34.37%	- Fav. due to County payroll actuals higher than budget projections, fully offset by unfavorable Defined Contribution - County Retirement expense.
DEFINED CONTRIBUTION PLAN - PTNE	295,100	295,100	295,100	-	0.00%	
RETIREMENT HEALTH SAVINGS	6,565,000	6,565,000	6,000,000	(565,000)	-8.61%	- Unfav. due to County payroll actuals less than budget projections.
HEALTH SAVINGS ACCOUNT	375,000	375,000	1,800,000	1,425,000	0.00%	- Fav. due to County payroll actuals higher than budget projections, partially offset by unfavorable Health Savings Account expense.
FLEX BENEFIT PLAN PAYMENTS	1,275,000	1,275,000	1,400,000	125,000	9.80%	- Fav. due to County payroll actuals more than budget projections.
PROP-FRINGE BENEFITS UNIT	137,119	137,119	137,119	-	0.00%	
PENSION EXPENSE CONTRIBUTION	3,356,382	3,356,382	3,356,382	-	0.00%	
RETIREMENT ADMINISTRATION	668,601	668,601	668,601	-	0.00%	
RETIREMENT ADMINISTRATION - PTNE	350,000	350,000	270,500	(79,500)	-22.71%	- Unfav. due to actual revenue less than budget projections.
FRINGE BENEFIT ISF REVENUE	8,367,938	8,367,938	8,367,938	-	0.00%	
TUITION REIMBURSEMENT	400,000	400,000	400,000	-	0.00%	
COMPENSATION INSURANCE	2,306,961	2,306,961	2,145,500	(161,461)	-7.00%	- Unfav. due to actual revenue less than budget projections.
HOSPITAL INSURANCE	48,210,000	48,210,000	48,210,000	-	0.00%	
EXT - FLEX BEN HOSPITALIZATION - EMPLOYEE	8,250,000	8,250,000	8,250,000	-	0.00%	
EXT - HOSPITAL INSURANCE	600,000	600,000	600,000	-	0.00%	
PRESCRIPTION COVERAGE INSURANCE	10,740,400	10,740,400	10,740,400	-	0.00%	
EXT - PRESCRIPTION DRUG REBATES	5,000,000	5,000,000	5,000,000	-	0.00%	
EXT - RETIREE PRESCRIPTION DRUG REBATES	8,000,000	8,000,000	8,000,000	-	0.00%	
DENTAL INSURANCE	3,815,000	3,815,000	3,815,000	-	0.00%	
EXT - DENTAL INSURANCE (COBRA)	20,000	20,000	20,000	-	0.00%	
EXT - FLEX BEN DENTAL INSURANCE	565,000	565,000	565,000	-	0.00%	
OPTICAL INSURANCE	298,500	298,500	298,500	-	0.00%	
EXT - OPTICAL INSURANCE	1,500	1,500	1,500	-	0.00%	
EXT - FLEX BEN VISION INSURANCE	200,000	200,000	200,000	-	0.00%	
GROUP LIFE INSURANCE	718,700	718,700	718,700	-	0.00%	
EXT - FLEX BEN DEDUCTIONS	618,000	618,000	618,000	-	0.00%	
SALARY CONTINUATION	5,283,900	5,283,900	4,950,000	(333,900)	-6.32%	- Unfav. due to actual revenue less than budget projections.
SOCIAL SECURITY	26,522,603	26,522,603	26,522,603	-	0.00%	
UNEMPLOYMENT COMPENSATION	200,000	200,000	200,000	-	0.00%	
EXT - TRAINING	5,000	5,000	5,000	-	0.00%	
INVESTMENT INCOME	2,000,000	2,000,000	2,000,000	-	0.00%	
TOTAL REVENUE	211,316,323	211,316,323	222,920,462	11,604,139	5.49%	

COUNTY OF OAKLAND
FY2026 SECOND QUARTER FORECAST
INTERNAL SERVICE FUNDS
FRINGE BENEFITS FUND

FRINGE BENEFITS FUND 67800	ADOPTED BUDGET	AMENDED BUDGET	FY 2026 FORECAST	VARIANCE FAV/(UNFAV)	PERCENT	EXPLANATION OF SIGNIFICANT VARIANCES
OPERATING EXPENSE						
RETIREES MEDICAL - VEBA DEBT PRNCPL/INT/FEE	33,999,419	33,999,419	33,999,419	-	0.00%	
DEFERRED COMP-COUNTY PMTS (MATCH)	4,933,000	4,933,000	6,450,000	(1,517,000)	-30.75%	- Unfav. due to County payroll actuals higher than budget
DEFINED CONTRIBUTION COUNTY RETIREMENT	27,238,200	27,238,200	36,768,000	(9,529,800)	-34.99%	- Unfav. due to County payroll actuals higher than budget
DEFINED CONTRIBUTION PLAN - PTNE	295,100	295,100	295,100	-	0.00%	
RETIREMENT HEALTH SAVINGS	6,565,000	6,565,000	6,000,000	565,000	8.61%	- Fav. due to County payroll actuals lower than budget projections.
FLEXIBLE BENEFIT PLAN PAYMENTS	1,275,000	1,275,000	245,000	1,030,000	80.78%	- Fav. due to County payroll actuals lower than budget projections.
ACCOUNTING SERVICES	137,119	137,119	137,119	-	0.00%	
PENSION CONTRIBUTION EXPENSE	3,356,382	3,356,382	3,356,382	-	0.00%	
HEALTH SAVINGS ACCOUNT	375,000	375,000	1,406,916	(1,031,916)	-275.18%	- Unfav. due to higher participation by County employees, offset by Health Savings Account revenue.
NON DEPT EMPLOYEE RETIREMENT	270,500	270,500	270,500	-	0.00%	
HR RETIREMENT ADMINISTRATION	616,755	616,755	616,755	-	0.00%	
HR EMPLOYEE & LABOR RELATIONS EEO	297,038	297,038	297,038	-	0.00%	
HR TRAINING AND DEV UNIT	798,923	798,923	798,923	-	0.00%	
HR EMPLOYEE RECORDS AND HRIS	276,448	276,448	276,448	-	0.00%	
HR BENEFITS ADMINISTRATION	897,376	897,376	897,376	-	0.00%	
HR EMPLOYEE ENGAGEMENT	600,264	600,264	600,264	-	0.00%	
HR EMPLOYEE BENEFITS UNIT	1,204,801	1,204,801	1,204,801	-	0.00%	
EMPLOYEE IN-SERVICE TRAINING	200,000	200,000	200,000	-	0.00%	
IN-SERVICE TRAINING - DEI	100,000	100,000	100,000	-	0.00%	
IN-SERVICE TRAINING - INFO TECH	300,000	300,000	300,000	-	0.00%	
PROFESSIONAL SERVICES	440,000	440,000	440,000	-	0.00%	
SICK AND ANNUAL LEAVE CASH-OUT	3,400,000	3,400,000	3,400,000	-	0.00%	
TUITION REIMBURSEMENT	400,000	400,000	400,000	-	0.00%	
WORKERS COMPENSATION	1,500,000	1,500,000	1,000,000	500,000	33.33%	- Fav. due to less claims than anticipated.
RISK MANAGEMENT	807,229	807,229	807,229	-	0.00%	
PATIENT CENTERED OUTCOME RESEARCH	30,000	30,000	30,000	-	0.00%	
HOSPITALIZATION (CONTRACTUAL)	57,030,000	57,030,000	63,500,000	(6,470,000)	-11.34%	- Unfav. due to anticipated claims higher than budget projections.
PRESCRIPTION COVERAGE	23,740,400	23,740,400	25,650,000	(1,909,600)	-8.04%	- Unfav. due to anticipated claims higher than budget projections.
DENTAL INSURANCE	4,400,000	4,400,000	4,400,000	-	0.00%	
OPTICAL INSURANCE	500,000	500,000	500,000	-	0.00%	
GROUP LIFE INSURANCE	1,336,700	1,336,700	1,336,700	-	0.00%	
DISABILITY INSURANCE	5,283,900	5,283,900	5,467,800	(183,900)	-3.48%	- Unfav. due to actual expenses higher than budget projections.
SOCIAL SECURITY	26,522,603	26,522,603	26,522,603	-	0.00%	
UNEMPLOYMENT COMPENSATION	200,000	200,000	200,000	-	0.00%	
CHILD CARE FACILITY	568,472	568,472	568,472	-	0.00%	
INDIRECT COSTS	500,000	500,000	500,000	-	0.00%	
TOTAL EXPENSE	210,395,632	210,395,632	228,942,848	(18,547,216)	-8.82%	
NET REVENUE OVER/(UNDER) EXPENSES	920,691	920,691	(6,022,385)	30,151,355		
TOTAL NET ASSETS - BEGINNING			506,119,899			
TOTAL NET ASSETS - ENDING			500,097,513			

Note: Does not reflect FY 2025 GASB #68 and GASB #75 impact yet; actuary reports are excepted in mid December 2025 and impact will be reflected in the FY 2025 CAFR.
{print "selection";1;9999;1;1}

FY 2026 SECOND QUARTER REPORT
INTERNAL SERVICE FUNDS / ENTERPRISE FUND
INFORMATION TECHNOLOGY

	ADOPTED BUDGET	AMENDED BUDGET	FY 2025 FORECAST	VARIANCE FAV/(UNFAV)	PERCENT	EXPLANATION OF SIGNIFICANT VARIANCES
Information Technology - Operations (63600)						
OPERATING REVENUES:						
Outside	3,830,485	3,830,485	3,510,785	(319,700)	-8.35%	- Unfav. Enhanced Access Fees ($117,900) and Managed Print Services ($520,900) due to reduction of printers use by departments. Offset by favorable Outside Agencies $242,400, Sale of Equipment $49,600, and Deferred Land File Tax Bills $27,100 due to increased customer usage.
Inside	44,116,643	44,112,423	42,870,523	(1,241,900)	-2.82%	- Unfav. OC Depts Operations & Non Governmental Operations ($3,402,200) and OC Depts Development Support & Non Governmental Development $2,100,300 due to rates remaining at prior year levels and limited resources available to complete development due to vacancies. Offset by fav. Equipment Rental $59,400 and Refunds Miscellaneous $600 due to rebills to departments for maintenance charges on IT Office Equipment items.
TOTAL OPERATING REVENUE	47,947,128	47,942,908	46,381,308	(1,561,600)	-3.26%	
OPERATING EXPENSES	80,254,761	80,523,998	77,646,998	2,877,000	3.57%	- Fav. Salary and Fringe Benefits $2,958,800 due to vacancies and turnover; Software Support/Maintenance $1,809,100 due to lower maintenance rates; Contracted Services $1,686,700 due to reduction of contractual costs for staffing services; Communications $317,300 due to higher than anticipated costs; Charge Card Fee $892,900 for reduction in credit card activity; Adj Prior Years $319,000 due to FY 2025 expenditure accruals; Internal Services $19,100 is primarily due to fav. Insurance Fund; Sublet Repairs $34,400; Travel $39,900 due to reduction of staff traveling to conferences; Membership Dues $7,500 due to memberships being established for employees; Garbage & Rubbish $6,300 for disposal costs and Software Rental/Lease $3,200 due to decreased activity. Unfav. Professional Services ($3,405,900) a budget amendment is recommended to adjust the account for projects previously approved in prior year; Parts and Accessories ($172,300) due to usage; Indirect Cost ($878,700) due to actual charges determined after budget finalization; Equipment Maintenance ($598,300) for hardware maintenance costs; Maintenance Contracts ($157,700) and Supplies ($4,300) due to usage. Amended Budget for Overtime $103,770; Actuals as of 3/1/2026 was $69,154 due to coverage of staff for IT projects.
NET INCOME (LOSS) BEFORE OPERATING TRANSFERS	(32,307,633)	(32,581,090)	(31,265,690)	1,315,400	-4.04%	
NON-OPERATING REVENUE	100,500	100,500	100,500	0	0.00%	
TRANSFERS IN	7,906,676	8,213,163	8,213,163	0	0.00%	
TRANSFERS (OUT)	0	115,000	115,000	0	0.00%	
CAPITAL CONTRIBUTION	0	0	0	0	0.00	
NET REV OVER(UNDER) EXP*	(24,300,457)	(24,152,427)	(22,837,027)	1,315,400		
TOTAL NET POSITION - BEGINNING			42,975,724			
TOTAL NET POSITION - ENDING			20,138,697			

*Please note that in the Adopted Budget (line-item book) this is budgeted as "Planned Use of Fund Balance" in the revenue category.

FY 2026 SECOND QUARTER REPORT
INTERNAL SERVICE FUNDS / ENTERPRISE FUND
INFORMATION TECHNOLOGY

	ADOPTED BUDGET	AMENDED BUDGET	FY 2025 FORECAST	VARIANCE FAV/(UNFAV)	PERCENT	EXPLANATION OF SIGNIFICANT VARIANCES
Information Technology - Radio Communications (53600)						
OPERATING REVENUES:						
Outside	9,265,600	9,265,600	10,328,200	1,062,600	11.47%	Fav. E-911 Surcharge $757,000 due to increased volume of users/receipt of 911 surcharge and Antenna Site Management $305,600 due to updates in rental contracts.
Inside	491,828	491,828	298,728	(193,100)	-39.26%	Unfav. Parts Access ($139,300) reimbursement by participating agencies for equipment replacement and Leased Equipment ($53,800) due to lower than anticpated reimbursement by participating agencies for equipment replacement.
TOTAL OPERATING REVENUE	9,757,428	9,757,428	10,626,928	869,500	8.91%	
OPERATING EXPENSES	13,121,325	13,222,717	11,650,217	1,572,500	11.89%	Fav. Depreciation $1,296,900 due to timing of assets placed in service; Communications $382,000 for connectivity costs for cell tower sites used for coverage enhancements of the Radio system; Salaries and Fringes $235,700 dued to vacanies; Tower Charges $195,900 for tower rental agreements;Contracted Services $32,700 for staffing services; Indirect Cost $110,500. Also fav. Parts and Accessories $177,400 for equipment replacement, Supplies $8,400; Electrical Service $18,100 , Travel and Conference $12,500, Personal Mileage $2,500 based on usage. Partially offset by unfav. Equipment Maintenance ($686,100) due to maintenance costs; Interest Expense ($99,200) due Bond Issuing Costs; Professional Services ($95,700) due to higher than anticipated contractual costs for staffing services and Internal Services ($18,100) primarily due to Info. Tech Development. Amended Budget for Overtime $150,000; Actuals as of 3/1/2026 was $5,181 due to coverage of staff for projects.
NET INCOME (LOSS) BEFORE OPERATING TRANSFERS	(3,363,897)	(3,465,289)	(1,023,289)	2,442,000		
NON-OPERATING REVENUE	100,000	100,000	241,345	141,345	141.35%	Fav. primarily due to Interest Income; higher cash balance than anticipated.
TRANSFERS IN	86,360	187,752	187,752	0	0.00%	
TRANSFERS (OUT)	(286,000)	(286,000)	(286,000)	0	0.00%	
NET REV OVER(UNDER) EXP*	(3,463,537)	(3,463,537)	(880,192)	2,583,345		
TOTAL NET POSITION - BEGINNING			63,367,086			
TOTAL NET POSITION - ENDING			62,486,894			

Please note that in the Adopted Budget (line-item book) this is budgeted as "Planned use of Fund Balance" in the revenue category and Budgeted Equity Adj in Expenses.

Oakland County Animal Control and Pet Adoption Center
FY 2026 Second Quarter Report for Contributions (Donations) - Legacy Fund

Date of Donation	Amount
January 2026 Total	$6,828.25
February 2026 Total	$7,887.56
March 2026 Total	$7,746.09
Total	$22,461.90

Department of Public Services

Oakland County Children's Village

Donation Tracking : Donation Period January 2026 to March 2026

Date:	Donor:	Cash/Check:	Items:	Estimated Value:
1/5/2026	Ecto HR Inc	Check		$175.00
1/5/2026	A. Tungate		20 Bibles	$175.00
1/5/2026	M. Grozde	Check		$100.00
1/7/2026	St. Perpetua Catholic Church		20 Pillowcases, 5 Lululemon Bags, Game	$335.00
1/12/2026	Senior Center		Bag of Yarn, Stickers, Stamps, Crafts	$1,000.00
1/20/2026	Simps Formal Wear		Christmas Baskets, Choclate	$150.00
1/28/2026	Waterford Senior Center		Yarn, Puzzels, Hair Items	$400.00
1/30/2026	Waterford Senior Center		Yarn, Magazines	$50.00
2/3/2026	St. Perpetua Catholic Church		Pillow cases, Lululemon Bags	$320.00
2/9/2026	Waterford Township Library		Magazines, Story Boards	$100.00
2/10/2026	D. Malik		20 Pillowcases	$300.00
2/6/2026	Simps Formal Wear		5 Boxes of Candy	$40.00
2/25/2026	Waterford Knitters		Yarn, BP Mini's,	$100.00
2/26/2026	Little Quilt Shop		15 Handmade Quilts	$200.00
3/4/2026	OCCVF		Pizza for Financial Literacy Fair	$487.27
3/4/2026	B. Esteves		Ninetendo Switch Game w/ Games	$380.00
3/17/2026	D. Malik		20 Pillowcases	$300.00
3/19/2026	M. Staten		Bibles, Toiletries, Books, Crafts	$300.00
3/26/2026	J.Frejat		Meijer Gift Cards	$200.00
			Total:	$4,912.27

Deparment of Health and Human Services

FY 2026 Second Quarter Write-Offs (January 2026 - March 2026)

MONTH	CONTRACT ADJUST WRITEOFF	BAD DEBT WRITEOFF	Tota Write-Off
January 2026	(5,378.77)	(50,645.59)	(56,024.36)
February 2026	(2,915.48)	(43,797.97)	(46,713.45)
March 2026	(5,204.23)	(43,701.10)	(48,905.33)
Totals	**(13,498.48)**	**(138,144.66)**	**(151,643.14)**

Oakland County Sheriff's Office
FY2026 UNCOLLECTIBLE WRITE OFFS
Jan-March 2026

Name (Last, First) or Company Name or Last 4 Digits of Credit Card Number	Type of Debt (Credit Card, Invoice/Accounts Receivable)	Invoice Number or Case Number	Description	Transaction Date	Amount	Month Written-off	Reason / Comments
	Credit Card Payment	Order 5481324	OCSO Results Program - ETG	11/5/2024	$35.00	March-26	Credit Card Chargeback - Individual no longer in program

$35.00

OAKLAND COUNTY MICHIGAN
BOARD OF COMMISSIONERS

AGENDA ITEM: Reallocation of American Rescue Plan Act Local Fiscal Recovery Funds
DEPARTMENT: Executive's Office
MEETING: Finance Committee
DATE: Wednesday, June 3, 2026 11:00 AM - Click to View Agenda

ITEM SUMMARY SHEET

COMMITTEE REPORT TO BOARD

Resolution #2026-6642
Motion to authorize the one-time reallocation of American Rescue Plan Act – Local Fiscal Recovery funding in the amounts of $1,200,000 to the Housing Trust Fund and $381,992.38 to eligible personnel expenses. The FY26 budget shall be amended as detailed the Q3 Budget report.

ITEM CATEGORY	SPONSORED BY
Budget Amendment	Gwen Markham

INTRODUCTION AND BACKGROUND

The United States Treasury allocated Oakland County $244,270,949 of Local Fiscal Recovery Funds (LFRF) established under the American Rescue Plan Act (ARPA) of 2021. Under the guidance of the Final Rule, the County may use these funds at their discretion to support eligible investments in public health expenditures, address negative economic impacts caused by the public health emergency; replace lost public sector revenue; provide premium pay for essential workers; and invest in water, sewer, and broadband infrastructure.

The ARPA period of performance will end on December 31, 2026 the County has currently identified ARPA-funded projects that will not spend their full original obligation of funding, including the following:

Project Funding Source	Funds Available for Reallocation
Grn-1004353 ARP Medical Debt Relief OC Undue Medical	$1,500,000.00
Grn-1003512 Unlocking Doors Rental Prg	$81,150.00
Grn-1004016 Oak Co Senior Center Infrastructure	$743.58

Grn-1003867 Hlthy Food Access Init	$98.80
Total	**$1,581,992.38**

The Treasury of the United States has provided guidance informing ARPA grantees of allowable reallocation pathways and the County has identified reallocation strategies that follow these guidelines as presented below:

Project Funding Source	Funds Available for Reallocation	Reallocation Pathway
Grn-1004353 ARP Medical Debt Relief OC Undue Medical	$1,500,000.00	$1,200,000 – Upward cost adjustment to Housing Trust Fund $300,000 – Eligible personnel expenses
Grn-1003512 Unlocking Doors Rental Prg	$81,150.00	$300,000 – Eligible personnel expenses
Grn-1004016 Oak Co Senior Center Infrastructure	$743.58	$300,000 – Eligible personnel expenses
Grn-1003867 Hlthy Food Access Init	$98.80	$300,000 – Eligible personnel expenses
Total	**$1,581,992.38**	**Upward cost adjustment to Housing Trust Fund: $1,200,000** **Eligible Personnel Expenses: $381,992.38**

The reallocation of $1,200,000 through an upward cost adjustment to the Housing Trust Fund will provide funding to off-set funds for a current Housing Trust Fund project with additional ARPA funding, providing funding to support, through partnerships with nonprofit community organizations, the acquisition of three homes to expand transitional housing capacity in Oakland County.

The reallocation of $381,992.38 to eligible General Fund personnel expenses will free up General Fund dollars that can be used to establish a $381,992.38 eviction prevention legal aid program overseen by the County's Neighborhood and Housing Development Division. Through contracted legal aid services, the program will support residents facing eviction while also helping the County

better understand local legal aid needs and evaluate opportunities to sustain this support in future years.

FISCAL IMPACT: Subsequent QR Budget Amendment Required

Committee members can contact Mike Keys, Fiscal Policy Analyst at 586.925.9797 or keysm@oakgov.com or the department contact persons listed for additional information.

CONTACT

Sara Gold, Strategic Partnership & Initiatives Officer
Sheryl Johnson, Deputy Chief Financial Officer
Kyle Hines, Housing Trust Fund Manager

ITEM REVIEW TRACKING

Sheryl Johnson, Fiscal Services	Created/Initiated - 6/2/2026
Renee Collins-Curtis, Fiscal Services	Approved - 6/2/2026
Michael Andrews, Board of Commissioners	Approved - 6/3/2026
Michael Keys, Board of Commissioners	Approved - 6/3/2026
Gwen Markham, Board of Commissioners	Final Approval - 6/3/2026

AGENDA DEADLINE: 05/20/2026 4:30 PM

ATTACHMENTS

None

COMMITTEE TRACKING

Motioned by: Commissioner Yolanda Smith Charles
Seconded by: Commissioner Ann Erickson Gault

Yes: Ann Erickson Gault, Christine Long, Gwen Markham, Angela Powell, Yolanda Smith Charles, Michael Spisz, Linnie Taylor (7)
No: None (0)
Abstain: None (0)
Absent: (0)
Passed

OAKLAND COUNTY MICHIGAN
BOARD OF COMMISSIONERS

AGENDA ITEM: Interlocal Agreement with Bloomfield Hills Schools for Transition Services and Operational Continuity at Discovery Oaks and Bloomfield Oaks
DEPARTMENT: Parks & Recreation
MEETING: Legislative Affairs & Government Operations Committee
DATE: Tuesday, June 2, 2026 9:00 AM - Click to View Agenda

ITEM SUMMARY SHEET

COMMITTEE REPORT TO BOARD

Resolution #2026-6540
Motion to approve the Interlocal Agreement between Oakland County and Bloomfield Hills Schools for transition services and operational continuity at Discovery Oaks and Bloomfield Oaks for the period of July 1, 2026, through December 31, 2026; further, authorize the Chair of the Board of Commissioners to execute the agreement on behalf of the County; further that the FY 2026 budget be amended according to the attached Schedule A - Budget Amendment.

ITEM CATEGORY	SPONSORED BY
Contract	Brendan Johnson

INTRODUCTION AND BACKGROUND

Background
On April 8, 2026, with the adoption of MR #2026-6366 and MR #2026-6367, the Board of Commissioners approved two 30-year interlocal agreements with Bloomfield Hills Schools (BHS) transferring operational responsibility for Bowers Farm (now Discovery Oaks) and the Johnson Nature Center (now Bloomfield Oaks) to Oakland County Parks. Under those agreements, care, control, and use of both properties will transfer to the County on July 1, 2026, with full operational transition targeted for October 1, 2026. Together these sites serve approximately 97,000 visitors annually and represent a significant expansion of the County park system into the central Oakland County corridor.

Purpose of the Agreement
The aforementioned agreements include a transition period through June 30, 2026. The Services Agreement before the Board today is the operational continuity instrument required to support the orderly transfer of two large, fully active public-serving sites.

The Services Agreement establishes a reimbursement-based arrangement under which BHS continues to operate, maintain, and staff Discovery Oaks and Bloomfield Oaks during the transition period, with Oakland County Parks reimbursing BHS for the actual cost of services rendered.

The structure protects against any operational gap created by the time required to post, recruit, hire, and onboard the new positions that will staff full County operations. As OCP positions are filled and operating systems are stood up, OCP will assume operational functions directly. The Services Agreement contracts back to BHS only those functions OCP is not yet positioned to perform on its own.

The result is uninterrupted public service, continuity of programs and partnerships, a stable employment environment for BHS staff during the transition, and an operational runway that allows the County to build park system capacity at the right pace.

Key Terms of the Agreement

- **Term:** July 1, 2026, through December 31, 2026, with the option to extend or amend by mutual agreement.
- **Scope of services**: BHS continues facility operations and maintenance, utilities, groundskeeping, animal care, agricultural and seasonal operations, educational programming, financial administration, and equipment management at both properties.
- **Payment:** Oakland County Parks reimburses BHS for the actual cost of services performed. BHS invoices monthly with itemized supporting documentation. OCP pays within thirty days of receipt.
- **Revenue:** All park revenue collected during the bridge period flows to Oakland County Parks, consistent with the underlying interlocal agreements.
- **Termination:** Either party may terminate, in whole or in part, at any time with 30 days written notice. The OCPRC Director is authorized to terminate on behalf of the County and OCPRC.
- **Liability and insurance**: Each party retains responsibility for the acts and omissions of its own employees and contractors. Each party maintains its own liability insurance or governmental self-insurance. Governmental immunity is preserved.

Bridge Period Cost Estimate (Q1: July – September 2026)

The Department has prepared an initial cost estimate for the first quarter of the bridge period, based on FY26 budget data through March 23, 2026, year-to-date actuals for camps and classes, and historical seasonal patterns.

Category	**Estimated Amount**
Regular staff (10 FT, 14 PT)	$268,902
Seasonal — Store and Kitchen	$29,250
Seasonal — Camps and Classes	$52,400
Operational expenses (includes utilities)	Less than $80,000
Estimated reimbursable cost	**Approximately $430,000**
Estimated revenue (camp and program fees, paid to OCP)	At least $435,000
Estimated net position (Q1 only)	**Approximately +$5,000**

The figures reflect actual reimbursable cost projections under the agreement, not a fixed budget. The estimated net position for the first quarter is approximately positive $43,000, with revenue from summer camps, Open Barn admission, and program fees expected to exceed reimbursable costs during the highest-revenue months of the year.

Q2 of the bridge period (October – December 2026) has not yet been estimated and is expected to operate under a different cost and revenue profile as OCP staff begin assuming functions and the seasonal program calendar shifts. Q2 figures will be developed as additional information becomes available.

Strategic Context

This agreement is the operational backstop that converts the April 8 partnership approval into a safe and orderly transition on the ground. It maintains continuity of public service at two of the most heavily used nature and learning destinations in the central Oakland County corridor, while giving the County the operational time it needs to build its own staffing model under Mission 26.

POLICY ANALYSIS

On April 8th, the Board of Commissioners approved two interlocal partnership agreements with Bloomfield Hills School District and Oakland County for the purpose of having Oakland County Parks operate, manage and maintain a portion of the Bowers Farm (now designated as Discovery Oaks) and the Johnson Nature Center (now designated as Bloomfield Oaks) for conservation and public recreation purposes. These agreements include a transition period through June 30, 2026.

Under the provisions of the current transition agreement, Bloomfield Hills staff would assist Oakland County Parks staff with operating and maintaining Discovery Oaks and Bloomfield Oaks to ensure that operations, maintenance and service of the parks are covered until Oakland County Parks fully transitions their staff (See Section III Scope of Services of the attached agreement). The term of this transition agreement is from July 1, 2026, through December 31, 2026, unless terminated or modified by the Parties.

The original plan for Parks was to eventually replace BHS staff with Parks staff to maintain and support the parks. This agreement will allow the Parks Department to reimburse BHS for the actual staffing costs.

Financial Impact

Oakland County Parks will reimburse Bloomfield Hills Schools (BHS) for the actual cost of services undertaken and performed by staff or its contractors. Per the agreement, BHS will invoice Parks on a monthly basis for these services. The estimated impact to the FY 2026 budget is $430,000.

Parks and Recreation Commission Approval

This item was unanimously approved on May 6, 2026, by the Oakland County Parks and Recreation Commission; however, the agreement has since been revised (attached), and it is on the June 3, 2026, Parks and Recreation Commission agenda for consideration.

FISCAL IMPACT: Budget Amendment Attached

Committee members can contact Pam Worthington, Analyst at 248.613.8325 or worthingtonp@oakgov.com or the department contact persons listed for additional information.

CONTACT

Chris Ward, Director Parks & Recreation
Alan Jaros

ITEM REVIEW TRACKING

Jami Monte, Parks & Recreation	Created/Initiated - 5/22/2026
Chris Ward, Board of Commissioners	Approved - 5/22/2026
Pamela Worthington, Board of Commissioners	Approved - 5/22/2026
John Layman, Fiscal Services	Approved - 5/26/2026
Diana McBroom, Executive's Office	Approved - 5/28/2026
Solon Phillips, Corporation Counsel	Approved - 5/28/2026
Sheryl Johnson, Board of Commissioners	Approved - 6/2/2026
Pamela Worthington, Board of Commissioners	Approved - 6/2/2026

AGENDA DEADLINE: 05/19/2026 4:30 PM

ATTACHMENTS

1. Schedule A - FY 2026 Interlocal Agreement with BHS for Transition Services
2. Interlocal Agreement Services Agt - Discovery Oaks Bloomfield Oaks (version 05-10-26)

COMMITTEE TRACKING

2026-06-02 Legislative Affairs & Government Operations - Forward to Finance
2026-06-03 Finance - Recommend to Board
2026-06-11 Full Board

Motioned by: Commissioner Marcia Gershenson
Seconded by: Commissioner Penny Luebs

Yes: Ann Erickson Gault, Marcia Gershenson, Robert Hoffman, Brendan Johnson, Karen Joliat, Penny Luebs, Linnie Taylor (7)
No: None (0)
Abstain: None (0)
Absent: (0)
Passed

Oakland County, Michigan
Schedule A - FY2026 Interlocal Agreement with Bloomfield Hills Schools for Transition Services and Operational Continuity at Discovery Oaks and Bloomfield Oaks
Schedule "A" DETAIL

R/E	Fund Name	Division Name	Fund # (FND)	Cost Center (CCN) #	Account # (RC/SC)	Program # (PRG)	Grant ID (GRN) #	Project ID # (PROJ)	Region (REG)	Budget Fund Affiliate (BFA)	Ledger Account Summary	Account Title	FY 2026 Amendment	FY 2027 Amendment	FY 2028 Amendment
R	Parks and Recreation	PR Discovery Oaks	FND50800	CCN5060187	RC630693	PRG160700					630000	Fees Camping	$ 430,000	$ -	$ -
												Total Revenue	$ 430,000	$ -	$ -
E	Parks and Recreation	PR Discovery Oaks	FND50800	CCN5060187	SC730373	PRG160700					730000	Contracted Services	$ 430,000	$ -	$ -
												Total Expenses	$ 430,000	$ -	$ -

INTERLOCAL AGREEMENT
BETWEEN
BLOOMFIELD HILLS SCHOOLS AND
THE OAKLAND COUNTY PARKS AND RECREATION COMMISSION
FOR TRANSITION SERVICES AND OPERATIONAL CONTINUITY

This Interlocal Agreement (the "Agreement") is made and entered into between the County of Oakland, a Constitutional and Municipal Corporation, located at 1200 North Telegraph, Pontiac, Michigan 48341 ("County"), by, through, and administered by its statutory agent the Oakland County Parks and Recreation Commission ("OCPRC") and Bloomfield Hills Schools, a Michigan general powers school district, located at 7273 Wing Lake Road, Bloomfield Hills, Michigan 48301 ("BHS"). County/OCPRC and BHS may each be referred to herein individually as a "Party" and jointly as the "Parties".

INTRODUCTION AND PURPOSE

A. BHS and the County entered Interlocal Agreements for park operation and management under which certain property, set forth in the attached Exhibit A and described as parcels 19-01-376-006; 19-01-451-002; and 19-01-451-004 ("Discovery Oaks") and 19-09-301-050 and 19-09-301-051 ("Bloomfield Oaks" and Johnson Nature Center"), will be under the care, control, and use of OCPRC as of June 30, 2026, unless extended. Exhibit A is incorporated herein.

B. OCPRC desires to have BHS perform certain maintenance and services at Discovery Oaks, Bloomfield Oaks, and Johnson Nature Center and BHS is willing to undertake certain maintenance and services at such locations on the terms and conditions set forth below.

C. This Agreement for maintenance and services at Discovery Oaks, Bloomfield Oaks, and Johnson Nature Center will further the public health, safety, and welfare, promote efficient use of governmental resources and effectiveness of local governments;

Therefore, in consideration of the mutual covenants and conditions set forth herein, BHS and OCPRC agree as follows:

I.
COMMENCEMENT DATE

The commencement date of this Agreement shall be July 1, 2026 ("Commencement Date").

II.
TERM

The initial term of this Agreement shall begin on the Commencement Date and end on December 31, 2026 ("Initial Term"), unless terminated or modified by the Parties. Thereafter, upon mutual

agreement of the Parties, this Agreement may be amended to extend the Initial Term or renew the Agreement, unless terminated earlier by either Party as set forth below. An amendment, under this Agreement, shall be given by the OCPRC Director on behalf of the County and OCPRC. All terms and conditions of this Agreement shall equally apply to any amendments.

III.
SCOPE OF SERVICES

BHS shall assist OCPRC in providing the following activities/services at Discovery Oaks, Bloomfield Oaks, and Johnson Nature Center (collectively referred to as the "Properties"). The activities/services shall include the following, collectively referred to as "Services":

a. Operate, maintain, and repair all facilities, buildings, grounds, and infrastructures thereof in a safe, clean, functional, and ready for public and educational use manner;
b. Pay all utilities, including but not limited to municipal water and sewer, wells, septic systems, electricity, and gas;
c. Pay all operating expenses, including staffing, supplies, equipment, and program delivery;
d. Perform all groundskeeping, and land stewardship activities including snow and ice removal, landscaping, trail maintenance, invasive species removal, forestry, and environmental sustainability practices;
e. Manage all agricultural and seasonal operations, including maple syrup production and other site-based demonstration activities;
f. Provide comprehensive animal care and management for the animals housed at the Properties, including feeding, health monitoring, enclosure maintenance, and accurate record keeping;
g. Procure, operate, maintain, and repair all equipment, vehicles, and materials required for safe and effective operations/activities on the Properties;
h. Coordinate, schedule, and deliver all educational programming and site-based activities including staffing, logistics, transportation coordination, and partner engagement;
i. Administer all financial operations, including invoicing, revenue collection, deposits, payroll, expense processing, and budget tracking; provided that all revenues shall be paid to OCPRC pursuant to the Interlocal Agreement;
j. Manage all administrative, clerical, and operational systems, including records, calendars, staffing coordination, and compliance with laws, policies and procedures;
k. BHS will report any major repair issues to OCPRC as soon as they are identified; and
l. BHS will attend monthly communication meetings organized by OCPRC.

IV.
PAYMENT

OCPRC shall reimburse BHS for the actual cost of Services undertaken and performed by BHS or its contractors pursuant to this Agreement. BHS shall invoice OCPRC on a monthly basis for

the Services. OCPRC shall pay BHS within thirty (30) days of receipt of invoice. Upon request, BHS shall provide itemized and detailed receipts or documentation to support the costs contained in the invoices.

V.
TERMINATION

This Agreement may be terminated, in whole or in party, at any time, with or without cause, by either Party upon giving thirty (30) days advance written notice of termination to the other Party. In the event of such termination by either party, OCPRC shall immediately pay all fees, which may be due and owing to BHS for work performed through the date of termination of the Agreement. The OCPRC Director may terminate this Agreement, in whole or in part, on behalf of the County and OCPRC

VI.
RESERVATION OF RIGHTS, INSURANCE AND LIABILITY ASSURANCES

a. No Waiver of Governmental Immunity. All of the privileges and immunities from liability, and exemptions from laws, ordinances and rules, and all pensions, relief, disability, worker's compensation and other benefits which apply to the acts of BHS and their officials, officers, agents, and employees when performed within the territorial limits for their respective agencies shall apply to the same degree and extent to the performance of such acts of BHS, officials, officers, agents and employees of OCPRC. No provision of this Agreement is intended, nor shall any provision of this Agreement be construed, as a waiver of any governmental immunity as provided by Section 9 of the Act or otherwise under law.
b. Independent Contractor. BHS and OCPRC agree that at all times and for all purposes under the terms of this Agreement, BHS's relationship to OCPRC shall be that of an independent contractor. No liability, right or benefit arising out of any employer/employee relationship, either express or implied, shall arise or accrue to BHS or OCPRC as a result of this Agreement. BHS shall retain all authority for the rendition of services, standards of performance, control of personnel and other matters incidental to the performance of services by BHS under this Agreement. Nothing in this Agreement shall make any employee of BHS a OCPRC employee for any purpose.
c. Liability and Indemnification. BHS and OCPRC shall each be solely responsible for the acts and omission of its own officials, employees, agents, and contractors the costs associated with those acts and omissions. In no event shall either Party be liable to the other Party, for any consequential, incidental, direct, indirect, special, and punitive or other damages arising out of this Agreement.
d. Insurance. Each Party shall be responsible for maintaining liability insurance or governmental self-insurance covering its activities as they relate to this Agreement.

VII.
MISCELLANEOUS

a. Entire Agreement. This Agreement sets forth the entire agreement between the parties and supersedes any prior understandings related the to the provision of maintenance and services provided in this Agreement..
b. Multiple Counterparts. This Agreement may be executed in multiple counterparts, each of which when executed shall be deemed an original, and such counterparts when taken together shall constitute one and the same instrument.
c. Severability. If a Court of competent jurisdiction finds any provisions of this Agreement invalid or unenforceable, then that provision shall be deemed severed from this Agreement. The remainder of this Agreement shall remain in full force.
d. Governing Law. This Agreement shall be governed by Michigan law. Except as otherwise required by law or court rule, any action brought to enforce, interpret, or decide any claim arising under this Agreement shall be brought in the Oakland County Circuit Court.
e. Amendment. The Agreement may be amended only upon written agreement and approval of the Parties, which approval shall be given by the OCPRC Director and the BHS Superintendent.
f. Permits and Licenses. Each Party shall be responsible for obtaining and maintaining, throughout the term of this Agreement, all licenses, permits, certificates, and governmental authorizations for its employees/and/or agents necessary to perform all its obligations under this Agreement. Upon request, a Party shall furnish copies of any permit, license, certificate, or governmental authorization to the requesting party.
g. No Implied Waiver. Absent a written waiver, no failure, or delay by a party to pursue or enforce any rights or remedies under this Agreement shall constitute a waiver of those rights with regard to any existing or subsequent breach of this Agreement. No waiver of any term, condition, or provision of this Agreement, whether by conduct or otherwise, in one or more instances shall be deemed or construed as a continuing waiver of any term, condition, or provision of this Agreement. No waiver by either Party shall subsequently affect its rights to require strict performance of this Agreement.
h. Notices. Notices given under this Agreement shall be in writing and shall be personally delivered, sent by express delivery service, certified mail, or first-class U.S. mail postage prepaid to the person appointed to the governing board by the governing body of the participating agency.
i. Assignment and Subletting. This Agreement may not be assigned nor may duties or obligations hereunder be delegated without the prior written consent of both parties.
j. Interpretation of Agreement. This is a negotiated Agreement. Should any part of this Agreement be in dispute, the Agreement shall not be construed more favorably for one party over the other, and the doctrine of construction against the drafter shall not apply.
k. No Third Party Beneficiaries. The parties do not intend to confer third party beneficiary status on any non-party to this Agreement.
l. Contacts. Concerning matters associated with this Agreement, the primary contact person for BHS shall be Rick West, Superintendent of Schools, and the primary contact person for OCPRC shall be Chris Ward, Director.
m. Remedies. No right or remedy granted herein or reserved to the parties is exclusive of any right or remedy granted by law or equity; but each shall be cumulative of every right or remedy given hereunder.
n. Authorization. The Parties have taken all actions and secured all approvals necessary to authorize and complete this Agreement. The persons signing this Agreement on behalf of

each Party have legal authority to sign this Agreement and bind the Parties to the terms and conditions contained herein.

Bloomfield Hills Schools

By: Kate West

Date: 5/18/2026

Oakland County Parks and Recreation Commission

By: _____
Ebony Bagley, Chair

Date: _____

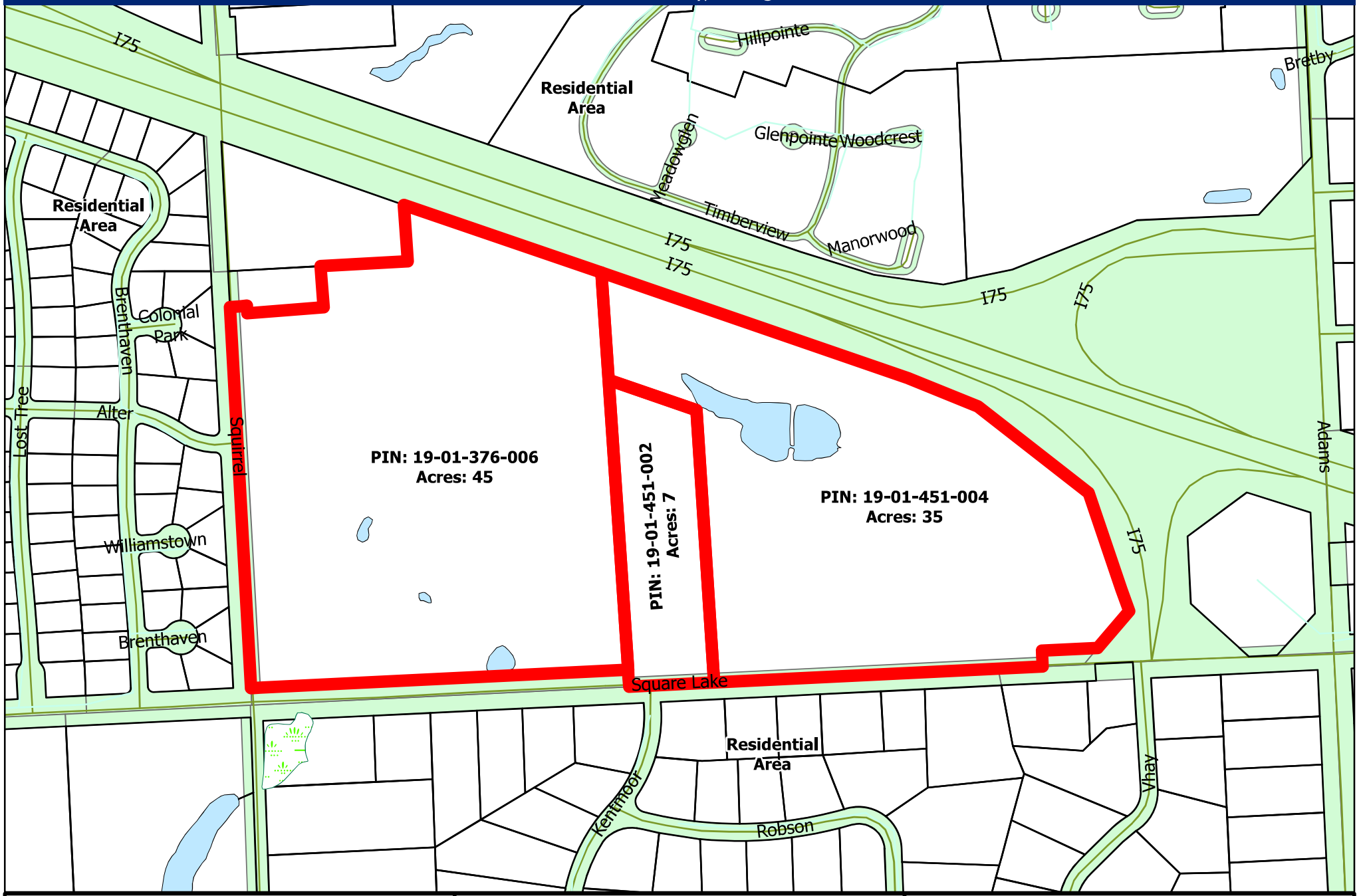
County of Oakland

By: _____

David T. Woodward, Chair
Oakland County Board of Commissioners

Date: _____

EXHIBIT A
Bowers Farm
Oakland County, Michigan



The Parties agree that during the Transition Period OCPRC will engage a civil engineer to conduct a survey and create a legal description for the Park.

OAKLAND COUNTY PARKS
Oakland County Parks and Recreation
2800 Watkins Lake Road
Waterford, MI
248-858-0906
www.OaklandCountyParks.com

EXHIBIT A
Johnson Nature Center
Oakland County, Michigan



The Parties agree that during the Transition Period OCPRC will engage a civil engineer to conduct a survey and create a legal description for the Park.

OAKLAND COUNTY PARKS
Oakland County Parks and Recreation
2800 Watkins Lake Road
Waterford, MI
248-858-0906
www.OaklandCountyParks.com

OAKLAND COUNTY MICHIGAN
BOARD OF COMMISSIONERS

AGENDA ITEM: Memorandum of Understanding with the Huron-Clinton Metropolitan Authority for the 2026 Water Safety and Swim Lesson Partnership
DEPARTMENT: Parks & Recreation
MEETING: Legislative Affairs & Government Operations Committee
DATE: Tuesday, June 2, 2026 9:00 AM - Click to View Agenda

ITEM SUMMARY SHEET

COMMITTEE REPORT TO BOARD

Resolution #2026-6608
Motion to approve the Memorandum of Understanding for the 2026 Water Safety and Swim Lesson Partnership between the Oakland County Parks and Recreation Commission and the Huron Clinton Metroparks Authority; further, authorize the Chair of the Board to execute the Memorandum of Understanding on behalf of Oakland County.

ITEM CATEGORY	SPONSORED BY
Contract	Brendan Johnson

INTRODUCTION AND BACKGROUND

Summer 2026 marks the fifth year of partnership with the Huron-Clinton Metroparks Authority to provide essential water safety education and learn-to-swim instruction for children ages 5–13. Through this collaborative initiative, approximately 60–100 registered participants will receive free swim lessons hosted at Waterford Kettering High School.

Participants enrolled in the program will also receive a swimsuit, swim cap, goggles, towel, and bag to support their participation and continued engagement in water safety activities. Registration opportunities will be made available through strategic community partnerships with the Oakland County Sheriff PAL Program and Pontiac Parks and Recreation.

Program registration has historically filled quickly, with registration dates, program schedules, and enrollment details announced publicly following completion of the agreement. The Huron-Clinton Metroparks Authority will facilitate the online registration process and coordinate a joint marketing and communications campaign to promote the free Water Safety and Swim Lessons Program throughout the community.

POLICY ANALYSIS

The request is to approve a Memorandum of Understanding (MOU) between the Huron-Clinton Metropolitan Authority and the Oakland County Parks and Recreation Commission for the Water Safety and Swim Lessons Program to be conducted at Waterford Kettering High School. The program is intended to expand community efforts to reduce drownings, increase access to water

safety education, and provide swim instruction opportunities to residents of Pontiac and surrounding communities at no cost to participants. Enrollment is limited and participation will be available on a first-come, first-served basis for up to 100 residents.

Fiscal Impact
The fiscal impact associated with this program is short-term in nature. The Oakland County Parks and Recreation Commission will initially cover program-related expenses. Pursuant to the proposed MOU, the Huron-Clinton Metropolitan Authority will reimburse Oakland County Parks an amount not to exceed $16,709 for swim instruction and swim gear for up to 100 participants, helping to offset County costs.In 2025, the Huron-Clinton Metropolitan Authority provided $12,906 in funding to support the program for up to 100 participants. No budget amendment is required at this time. The final reimbursement amount will be reflected in a subsequent quarterly forecast resolution once actual program expenditures and reimbursement totals are finalized.

Question for Consideration
Committee members may wish to request information regarding actual participation totals from the prior year's program, including the number of residents served, attendance completion rates, and any measurable program outcomes related to water safety instruction.

Parks and Recreation Commission Approval
This item is on the June 3, 2026, Parks and Recreation Commission agenda for consideration.
FISCAL IMPACT: No Budget Amendment Needed

Committee members can contact Pam Worthington, Analyst at 248.613.8325 or worthingtonp@oakgov.com or the department contact persons listed for additional information.

CONTACT

Chris Ward, Director Parks & Recreation

ITEM REVIEW TRACKING

Jami Monte, Parks & Recreation	Created/Initiated - 5/15/2026
Chris Ward, Parks & Recreation	Approved - 5/15/2026
Pamela Worthington, Board of Commissioners	Approved - 5/21/2026
John Layman, Fiscal Services	Approved - 5/21/2026
Diana McBroom, Risk Management	Approved - 5/21/2026
Solon Phillips, Corporation Counsel	Approved - 5/21/2026
Sheryl Johnson, Management and Budget	Approved - 5/22/2026
Pamela Worthington, Board of Commissioners	Approved - 5/26/2026
Brendan Johnson, Board of Commissioners	Final Approval - 6/2/2026

AGENDA DEADLINE: 05/19/2026 4:30 PM

ATTACHMENTS

1. 2026 HCMA Collaborative Partnership MOU

COMMITTEE TRACKING

2025-06-03 Legislative Affairs & Government Operations - Recommend to Board
2025-06-11 Full Board

Motioned by: Commissioner Linnie Taylor

Seconded by: Commissioner Robert Hoffman

Yes: Ann Erickson Gault, Marcia Gershenson, Robert Hoffman, Brendan Johnson, Karen Joliat, Penny Luebs, Linnie Taylor (7)
No: None (0)
Abstain: None (0)
Absent: (0)
Passed

Docusign Envelope ID: 66D12F99-FE56-82ED-8393-9F506ECF08EE

HURON-CLINTON METROPOLITAN AUTHORITY

AND

OAKLAND COUNTY PARKS AND RECREATION COMMISSION

2026 Collaborative Partnership Memorandum of Understanding

The HURON-CLINTON METROPOLITAN AUTHORITY ("HCMA") and the OAKLAND COUNTY PARKS AND RECREATION COMMISSION ("OAKLAND COUNTY PARKS") memorialize the following understandings regarding the **Water Safety and Swim Lesson Partnership** between our agencies.

1. Purpose: The purpose of this partnership is to develop the Water Safety and Swim Lessons program at WATERFORD KETTERING POOL to residents of PONTIAC and neighboring areas, and to expand efforts to reduce drownings and increase water safety.
2. Understandings:
    a. HCMA will:
        i. Provide a total of up to $16,709 to the OAKLAND COUNTY PARKS for its use in its Water Safety and Swimming Lessons program at the WATERFORD KETTERING POOL location.
        ii. Facilitate online registration for all swim lesson participants as outlined in detail in attachment A.
            1. Obtain liability waivers from all participants and the parents of minor participants as part of the registration process prior to the commencement of the Water Safety and Swim Lessons program.
        iii. Create pre and post lesson assessments and share with OAKLAND COUNTY PARKS for use with every participant.
        iv. Procure swim gear for the individual participants as needed to include swimsuit/trunk, swim googles, swim cap, towel and swim bag.
        v. Help with outreach and communication efforts to spread the word about the free Water Safety and Swim Lessons program and this partnership.
        vi. Execute a joint marketing and communication campaign to promote the free Water Safety and Swim Lessons program using agreed upon language.
        vii. Participate in a post swim lesson re-cap meeting within 4 weeks of the final lesson.
    b. OAKLAND COUNTY PARKS will:
        i. Invoice HCMA for up to $16,709 by SEPTEMBER 15, 2026 and provide a W9 to allow payment to be processed.
            1. Invoice must be itemized. Invoicing shall be for costs actually incurred.
            2. Funding can be provided by HCMA for any participant who has been in the pool for a minimum of 1 lesson, up to the dollar amount specified in the MOU.

Docusign Envelope ID: 66D12F99-FE56-82ED-8393-9F506ECF08EE

3. Registered participants who were “no-shows” or never got in the pool and were not provided a water safety and swim lesson program will not be funded.

ii. Provide between 60-100 registered participants with a free swim lesson session to PONTIAC and neighboring residents during the month of JULY of 2026.

iii. Be responsible for booking all swim lesson facilities, hiring lifeguard/swim instructors, paying staff, securing insurance required, maintaining paperwork as needed, and contacting participants about any change in swim lesson schedules.

iv. Provide HCMA a copy of current swim instructor certifications for applicable swim instructors.

v. Ensure all registered participants have a complete pre-lesson skills assessment provided by HCMA. This can be completed by the swim instructors or participant families but should be complete by the end of the registered participants’ first lesson.

vi. Conduct post-lesson skills assessments provided by HCMA by September 15, 2026.

vii. Participate in a post swim lesson re-cap meeting within 4 weeks of the final lesson.

viii. Execute a joint marketing and communication campaign to promote the free Water Safety and Swim Lessons program using agreed upon language.

ix. Communicate with HCMA on any issues or shortfalls regarding the swim lessons in good faith.

3. Enforcement by Parties. This Agreement shall be enforceable only by the Parties hereto and no other person shall have a right to enforce any provisions contained herein. This Agreement is not intended to convey third party rights to any other person.
4. Severability. Should any portion of this Agreement be determined by a court of appropriate jurisdiction to be unenforceable, such determination shall not affect the remainder of this Agreement.
5. Entire Agreement. This Agreement, including any exhibits or attachments attached hereto, which are incorporated herein and made a part hereof contains the entire Agreement between the parties

Docusign Envelope ID: 66D12F99-FE56-82ED-8393-9F506ECF08EE

Agreed and understood:

HURON-CLINTON METROPARKS

DocuSigned by:
Amy McMillan
DA0D1BBE665C43D...

DATE: 6/1/2026

By: Amy McMillan

Its: Director

OAKLAND COUNTY PARKS AND RECREATION COMMISSION

_____ DATE: _____

By:

Its:

OAKLAND COUNTY BOARD OF COMMISSIONERS

_____ DATE: _____

By:

Its:

Docusign Envelope ID: 66D12F99-FE56-82ED-8393-9F506ECF08EE

Attachment A:

HCMA to facilitate the online registration process for the free Water Safety and Swim Lessons program at WATERFORD KETTERING POOL.

HCMA will:

1. Host the online registration process
    a. Registration set-up
    b. Hold a waitlist and maximize participation by transferring waitlist participants to open spots or no-show spots within the first two lessons
    c. Share the link for online registration a minimum of 4 weeks ahead of the first lesson to OAKLAND COUNTY PARKS, for use with Pontiac Parks and Recreation and Oakland County Sheriff PAL, along with other identified Pontiac partner groups.
2. Create and share communication and promotion materials of swim lesson registration
3. Send a post-lesson satisfaction survey to registered participants

OAKLAND COUNTY PARKS will:

1. Send HCMA confirmed lesson schedule, which includes all dates, times, and number of participants a minimum of 8 weeks ahead of first lesson.
2. Update HCMA of any no-call/no-shows immediately after each of the first two lessons in a session.
3. Facilitate pre-lesson and post -lesson skill assessments to all registered participants.
    a. Pre-lesson skills assessments must be complete by the end of the registered participants' first lesson. All pre-skills assessments must be uploaded using the link provided by HCMA by September 15, 2026.
    b. Post-lesson skills assessments must be complete, and results sent to HCMA by September 15, 2026.

OAKLAND COUNTY MICHIGAN
BOARD OF COMMISSIONERS

AGENDA ITEM: Grant Acceptance from the State of Michigan for the FY 2026 Great Lakes Management Grant Program
DEPARTMENT: Parks & Recreation
MEETING: Legislative Affairs & Government Operations Committee
DATE: Tuesday, June 2, 2026 9:00 AM - Click to View Agenda

ITEM SUMMARY SHEET

COMMITTEE REPORT TO BOARD

Resolution #2026-6613
Motion to accept the grant award from the Michigan Department of Environment, Great Lakes, and Energy Water Resources Division for the FY 2026 Great Lakes Management Grant Program in the amount of $42,000 for the period of October 1, 2025, through December 31, 2027; further, authorize the Chair of the Board of Commissioners to execute the agreement on behalf of the County; further amend the FY 2026 budget according to the attached Schedule A - Budget Amendment.

ITEM CATEGORY	SPONSORED BY
Grant	Brendan Johnson

INTRODUCTION AND BACKGROUND

Oakland County Parks (OCP) has been awarded $42,000 from the Great Lakes Management Program through the Michigan Department of Environment, Great Lakes, and Energy (EGLE) Water Resources Division (WRD) to reduce the spread and negative impacts of European Frogbit (EFB) by expanding early detection and control actions through Oakland County Cooperative Invasive Species Management Area (CISMA).

OCP is a founding member of the Oakland County CISMA, which is a collaborative group of 44 townships, park services, non-profit organizations and other allied partners focused on minimizing the impacts and controlling invasive species in Oakland County.

Grant funding will be used to train CISMA staff on EFB identification, detection and control, develop EFB surveillance and control workplans, conduct early detection monitoring, and control established invasive species at surveyed locations.

The grant period is from October 1, 2025, through December 31, 2027.

POLICY ANALYSIS

This request is to approve the attached grant agreement to accept $42,000 in grant funding for work to be performed to detect and control European Frogbit in Michigan Waters. The Michigan Department of Environment, Great Lakes and Energy (EGLE) Water Resources Division (WRD) provides funding in exchange for work to be performed for the project.

Financial Impact
There is no grant match required for this grant. A budget amendment is required to accept the

funds.

Parks and Recreation Commission Approval
This item is on the June 3, 2026, Parks and Recreation Commission agenda for consideration.
FISCAL IMPACT: Budget Amendment Attached

Committee members can contact Pam Worthington, Analyst at 248.613.8325 or worthingtonp@oakgov.com or the department contact persons listed for additional information.

CONTACT

Chris Ward, Director Parks & Recreation

ITEM REVIEW TRACKING

Haley Hansen, Parks & Recreation	Created/Initiated - 5/19/2026
Chris Ward, Parks & Recreation	Approved - 5/19/2026
Pamela Worthington, Board of Commissioners	Approved - 5/21/2026
John Layman, Fiscal Services	Approved - 5/21/2026
Diana McBroom, Risk Management	Approved - 5/21/2026
Solon Phillips, Corporation Counsel	Approved - 5/28/2026
Sheryl Johnson, Fiscal Services	Approved - 6/1/2026
Pamela Worthington, Board of Commissioners	Approved - 6/1/2026
Brendan Johnson, Board of Commissioners	Final Approval - 6/2/2026

AGENDA DEADLINE: 05/19/2026 4:30 PM

ATTACHMENTS

1. Schedule A - FY2026 EGLE Great Lakes Management Program Grant
2. Grant Review Sign-Off_SOM Great Lakes Management Program
3. Grant Agreement_ SOM Great Lakes Management Grant Program

COMMITTEE TRACKING

2026-06-02 Legislative Affairs & Government Operations - Recommend to Board
2026-06-11 Full Board

Motioned by: Commissioner Ann Erickson Gault
Seconded by: Commissioner Penny Luebs

Yes: Ann Erickson Gault, Marcia Gershenson, Robert Hoffman, Brendan Johnson, Karen Joliat, Penny Luebs, Linnie Taylor (7)
No: None (0)
Abstain: None (0)
Absent: (0)
Passed

Oakland County, Michigan

Parks & Recreation - FY2026 EGLE Great Lakes Management Program Grant

Schedule "A" DETAIL

R/E	Fund Name	Division Name	Fund # (FND)	Cost Center (CCN) #	Account # (RC/SC)	Program # (PRG)	Grant ID (GRN) #	Project ID # (PROJ)	Region (REG)	Budget Fund Affiliate (BFA)	Ledger Account Summary	Account Title	FY 2026 Amendment	FY 2027 Amendment	FY 2028 Amendment
R	Parks and Recreation	PR Natural Resources	FND50800	CCN-5060103	RC610313	PRG-160432	GRN-1004872				610000	Federal Operating Grants	$42,000	$-	$-
													$42,000	$-	$-
E	Parks and Recreation	PR Natural Resources	FND50800	CCN-5060103	SC730633	PRG-160432	GRN-1004872				730000	Environmental	$42,000	$-	$-
												Total Expenses	$42,000	$-	$-

GRANT REVIEW SIGN-OFF – Parks & Recreation

GRANT NAME: FY2026 EGLE Great Lakes Management Program Grant AWD00818
FUNDING AGENCY: United States Environmental Protection Agency
DEPARTMENT CONTACT: Haley Hansen 248-766-9996
STATUS: Grant Acceptance (Greater than $10,000)
DATE: 06/01/2026

Please be advised the captioned grant materials have completed internal grant review. Below are the returned comments.

The Board of Commissioners' liaison committee resolution and grant acceptance package (which should include this sign-off and the grant agreement/contract with related documentation) should be downloaded into Civic Clerk to be placed on the next agenda(s) of the appropriate Board of Commissioners' committee(s) for grant acceptance by Board resolution.

DEPARTMENT REVIEW

Approved	05/26/2026 03:39:52 PM	06/02/2026	Hailey Matthews (28332) (Grant Review Departments)	1	Hailey Matthews: Approved by Human Resources. No position implications. HR action is not needed.
Approvers Added	05/28/2026 08:31:20 AM	06/02/2026	Kate Alexander (29532) (Grant Review Departments)	1	Kate Alexander: CC Assigned Attorney: Brooke Tucker; CC File #2026-0792
Approved	05/28/2026 08:31:20 AM	06/02/2026	Kate Alexander (29532) (Grant Review Departments)	1	
Approved	05/28/2026 11:16:28 AM	06/02/2026	Shannon Lee (29084) (Grant Review Departments)	1	
Approved	05/28/2026 12:31:43 PM	06/04/2026	Brooke Tucker (42690)	1	
Approved	05/29/2026 08:57:22 AM	06/02/2026	Diana McBroom (40948) (Grant Review Departments)	1	

Great Lakes Management Program Grant Agreement Between the Michigan Department of Environment, Great Lakes, and Energy and the Oakland County

This Grant Agreement (Agreement) is made between the Michigan Department of Environment, Great Lakes, and Energy (EGLE), Water Resources Division (State), and the Oakland County (Grantee).

The purpose of this Agreement is to provide funding in exchange for work to be performed for the project named below. The State is authorized to provide grant assistance pursuant to the United States Environmental Protection Agency through the Great Lakes Restoration Initiative. Legislative appropriation of funds for grant assistance is set forth in Public Act 22 of 2025. This Agreement is subject to the terms and conditions specified herein.

Project Information:

Project Name: Detecting and Controlling EFB in Michigan Waters

Project #: AISEFB26-08

Amount of Grant: $42,000.00 % of Grant State 0 / % of Grant Federal 100

Amount of Match: $0 = 0% PROJECT TOTAL: $42,000.00 (Grant Plus Match)

Start Date (executed by EGLE): 10/1/2025 End Date: 12/31/2027

Grantee Contact Information:

Name and Title: Dave Woodward, Board Chair

Organization: Oakland County

Address: 2100 Pontiac Lake Road

City, State and Zip Code: Waterford Township, Michigan 48328

Phone Number: 248-882-8643

Email Address: canniffp@oakgov.com

Federal ID Number (Required for Federal Funding): 38-6004876w

UEI Number (Required for Federal Funding): HZ4EUKDD7AB4

SIGMA Vendor Number: CV00172

State Contact Information:

Name and Title: Thomas Alwin, Aquatic Biologist

Division/Office: Water Resources Division

Address: P.O. Box 30458

City, State and Zip Code: Lansing, Michigan 48909-7958

Phone Number: 517-342-4069

Email Address: AlwinT@Michigan.gov

The individuals signing below certify by their signatures that they are authorized to sign this Agreement on behalf of their agencies and that the parties will fulfill the terms of this Agreement, including any attached appendices, as set forth herein.

For the Grantee:

	Dave Woodward, Board Chair	
Signature	Name and Title	Date

For the State:

	Jerrod Sanders, Director, Water Resources Division	
Signature	Name and Title	Date

I. Project Scope

This Agreement and its appendices constitute the entire Agreement between the State and the Grantee and may be modified only by written agreement between the State and the Grantee.

(A) The scope of this project is limited to the activities specified in Appendix A and such activities as are authorized by the State under this Agreement. Any change in project scope requires prior written approval in accordance with Section III, Changes, in this Agreement.

(B) By acceptance of this Agreement, the Grantee commits to complete the project identified in Appendix A within the time period allowed for in this Agreement and in accordance with the terms and conditions of this Agreement.

II. Agreement Period

Upon signature by the State, this Agreement shall be effective from the start date until the end date on page 1 of this Agreement. The State shall have no responsibility to provide funding to the Grantee for project work performed except between the start date and the end date specified on page 1. Expenditures made by the Grantee prior to the start date or after the end date of this Agreement are not eligible for payment under this Agreement.

III. Changes

Any changes to this Agreement shall be requested by the Grantee or the State in writing and implemented only upon approval in writing by the State. The State reserves the right to deny requests for changes to this Agreement or to the appendices. No changes can be implemented without approval by the State.

IV. Grantee Deliverables and Reporting Requirements

The Grantee shall submit deliverables and follow reporting requirements specified in Appendix A of this Agreement.

(A) The Grantee must complete and submit quarterly financial and progress reports according to a form and format prescribed by the State and must include supporting documentation of eligible project expenses. These reports shall be due according to the following*:*

Table 1. Reporting Periods and Due Dates

Reporting Period	**Due Date**
January 1 – March 31	April 30
April 1 – June 30	July 31
July 1 – September 30	Before October 15*****
October 1 – December 31	January 31

*****Due to the State's year-end closing procedures, there will be an accelerated due date for the report covering July 1 – September 30. Advance notification regarding the due date for the quarter ending

September 30 will be sent to the Grantee. If the Grantee is unable to submit a report in early October for the quarter ending September 30, an estimate of expenditures through September 30 must be submitted to allow the State to complete its accounting for that fiscal year.

The forms provided by the State shall be submitted to the State Contact at the address on page 2 of this Agreement. All required supporting documentation (invoices, proof of payment, etc.) for expenses must be included with the report.

(B) The Grantee shall provide a final project report in a format prescribed by the State. The Grantee must provide a draft final report 45 days prior to the end date of this Agreement. The Grantee shall submit the final status report, including all supporting documentation for expenses, along with the final project report and any other outstanding products, within 30 days from the end date of this Agreement.

(C) The Grantee must provide copies of all products and deliverables in accordance with Appendix A.

(D) All products shall acknowledge that the project was supported in whole or in part by the State, per the guidelines provided by the State.

(E) If 15 percent (15%) or more of the grant amount is expended in a single quarter, payment requests may be submitted once monthly during that quarter.

V. Grantee Responsibilities

(A) The Grantee agrees to abide by all applicable local, state, and federal laws, rules, ordinances, and regulations in the performance of this Agreement.

(B) All local, state, and federal permits, if required, are the responsibility of the Grantee. Award of this Agreement is not a guarantee of permit approval by the State.

(C) The Grantee shall be solely responsible to pay all applicable taxes and fees, if any, that arise from the Grantee's receipt or execution of this Agreement.

(D) The Grantee is responsible for the professional quality, technical accuracy, timely completion, and coordination of all designs, drawings, specifications, reports, and other services submitted to the State under this Agreement. The Grantee shall, without additional compensation, correct or revise any errors, omissions, or other deficiencies in drawings, designs, specifications, reports, or other services.

(E) The State's approval of drawings, designs, specifications, reports, and incidental work or materials furnished hereunder shall not in any way relieve the Grantee of responsibility for the technical adequacy of the work. The State's review, approval, acceptance, or payment for any of the services shall not be construed as a waiver of any rights under this Agreement or of any cause of action arising out of the performance of this Agreement.

(F) The Grantee acknowledges that it is a crime to knowingly and willingly file false information with the State for the purpose of obtaining this Agreement or any payment under this Agreement, and that

any such filing may subject the Grantee, its agents, and/or employees to criminal and civil prosecution and/or termination of this Agreement.

VI. Use of Material

Unless otherwise specified in this Agreement, the Grantee may release information or material developed under this Agreement, provided it is acknowledged that the State funded all or a portion of its development.

The State and federal awarding agency, if applicable, retains a royalty-free, nonexclusive, and irrevocable right to reproduce, publish, and use in whole or in part, and authorize others to do so, any copyrightable material or research data submitted under this Agreement whether or not the material is copyrighted by the Grantee or another person. The Grantee will only submit materials that the State can use in accordance with this paragraph.

VII. Assignability

The Grantee shall not assign this Agreement or assign or delegate any of its duties or obligations under this Agreement to any other party without the prior written consent of the State. The State does not assume responsibility regarding the contractual relationships between the Grantee and any subcontractor.

VIII. Subcontracts

The State reserves the right to deny the use of any consultant, contractor, associate, or other personnel to perform any portion of the project. The Grantee is solely responsible for all contractual activities performed under this Agreement. Further, the State will consider the Grantee to be the sole point of contact with regard to contractual matters, including payment of any and all charges resulting from the anticipated grant funds. All subcontractors used by the Grantee in performing the project shall be subject to the provisions of this Agreement and shall be qualified to perform the duties required.

IX. Nondiscrimination

The Grantee shall comply with the Elliott Larsen Civil Rights Act, 1976 PA 453, as amended, MCL 37.2101 *et seq.*; the Persons with Disabilities Civil Rights Act, 1976 PA 220, as amended, MCL 37.1101 *et seq.*; and all other federal, state, and local fair employment practices and equal opportunity laws and covenants that it shall not discriminate against any employee or applicant for employment, to be employed in the performance of this Agreement, with respect to their hire, tenure, terms, conditions, or privileges of employment, or any matter directly or indirectly related to employment, because of their race, religion, color, national origin, age, sex, height, weight, marital status, or physical or mental disability that is unrelated to the individual's ability to perform the duties of a particular job or position. The Grantee agrees to include in every subcontract entered into for the performance of this Agreement this covenant not to discriminate in employment. A breach of this covenant is a material breach of this Agreement.

X. Unfair Labor Practices

The Grantee shall comply with the State Contracts with Certain Employers Prohibited, 1980 PA 278, as amended, MCL 423.321 *et seq*.

XI. Digital Accessibility

The Grantee will submit all digital products specifically requested by the State Contact in compliance with the federal Web Content Accessibility Guidelines in accordance with the State of Michigan Digital Standards for the purpose of adding content to one or more State of Michigan website.

XII. Liability

(A) The Grantee, not the State, is responsible for all liabilities as a result of claims, judgments, or costs arising out of activities to be carried out by the Grantee under this Agreement if the liability is caused by the Grantee or any employee or agent of the Grantee acting within the scope of their employment or agency.

(B) Nothing in this Agreement should be construed as a waiver of any governmental immunity by the Grantee, the State, their agencies, or their employees as provided by statute or court decisions.

XIII. Conflict of Interest

No government employee; member of the legislative, judicial, or executive branches of government; or member of the Grantee's Board of Directors, its employees, partner agencies, or their families shall benefit financially from any part of this Agreement.

XIV. Anti-Lobbying

If all or a portion of this Agreement is funded with federal funds, then in accordance with Title 2 of the Code of Federal Regulations (CFR), Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, as appropriate, the Grantee shall comply with Title 18 of the United States Code (U.S.C.), Section 1913, Lobbying with Appropriated Moneys, commonly known as the Anti-Lobbying Act, which prohibits the use of all project funds regardless of source, to engage in lobbying the state or federal government or in litigation against the State. Further, the Grantee shall require that the language of this assurance be included in the award documents of all subawards at all tiers.

If all or a portion of this Agreement is funded with state funds, the Grantee shall not use any of the grant funds awarded in this Agreement for the purpose of lobbying as defined in the State of Michigan's lobbying statute, Lobbyists, Lobbying Agents, and Lobbying Activities, 1978 PA 472, as amended, specifically MCL 4.415(2), which states "Lobbying means communicating directly with an official of the executive branch of state government or an official in the legislative branch of state government for the purpose of influencing legislative or administrative action." The Grantee shall not use any of the grant funds awarded in this Agreement for the purpose of litigation against the State. Further, the Grantee shall require that language of this assurance be included in the award documents of all subawards at all tiers.

XV. Debarment and Suspension

By signing this Agreement, the Grantee certifies that it has checked the federal debarment and suspension list with the federal System for Award Management (SAM) at SAM.gov to verify that its agents and subcontractors:

(1) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal or state agency.

(2) Have not within a three-year period preceding this Agreement 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, as defined in 45 CFR, Part 1185, Governmentwide Debarment and Suspension (Nonprocurement); 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.

(3) Are not presently indicted or otherwise criminally or civilly charged by a government entity (federal, state, or local) with commission of any of the offenses enumerated in subsection (2).

(4) Have not within a three-year period preceding this Agreement had one or more public (federal, state, or local) transaction terminated for cause or default.

(5) Will comply with all applicable requirements of all other state or federal laws, executive orders, regulations, and policies governing this program.

Federal Funds Only
Each eligible applicant must obtain a Unique Entity Identifier (UEI) and maintain an active registration with the federal SAM at SAM.gov.

XVI. Audit and Access to Records

The State reserves the right to conduct a programmatic and financial audit of the project, and the State may withhold payment until the audit is satisfactorily completed. The Grantee will be required to maintain all pertinent records and evidence pertaining to this Agreement, including grant and any required matching funds, in accordance with generally accepted accounting principles and other procedures specified by the State. The State or any of its duly authorized representatives must have access, upon reasonable notice, to such books, records, documents, and other evidence for the purpose of inspection, audit, and copying. The Grantee will provide proper facilities for such access and inspection. All records must be maintained for a minimum of five years after the final payment has been issued to the Grantee by the State.

XVII. Insurance

(A) The Grantee must maintain insurance or self-insurance that will protect it from claims that may arise from the Grantee's actions under this Agreement.

(B) The Grantee must comply with applicable workers' compensation laws while engaging in activities authorized under this Agreement.

XVIII. Other Sources of Funding

The Grantee guarantees that any claims for reimbursement made to the State under this Agreement must not be financed by any source other than the State under the terms of this Agreement. If funding is received through any other source, the Grantee agrees to delete from the Grantee's billings or immediately refund to the State the total amount representing such duplication of funding.

XIX. Compensation

(A) A breakdown of costs allowed under this Agreement is identified in Appendix A. The State will pay the Grantee a total amount not to exceed the amount on page 1 of this Agreement, in accordance with Appendix A, and only for expenses incurred and paid. All other costs necessary to complete the project are the sole responsibility of the Grantee.

(B) Expenses incurred by the Grantee prior to the start date or after the end date of this Agreement are not allowed under this Agreement unless otherwise specified in Appendix A.

(C) The State will approve payment requests after approval of reports and related documentation as required under this Agreement.

(D) The State reserves the right to request additional information necessary to substantiate payment requests.

(E) Payments under this Agreement may be processed by Electronic Funds Transfer (EFT). The Grantee may register to receive payments by EFT at the SIGMA Vendor Self Service website.

(F) An amount equal to ten percent (10%) of the grant award or $4,200 will be withheld by the State until the project is completed in accordance with Section XX, Closeout, and Appendix A.

(G) The Grantee is committed to the match percentage on page 1 of this Agreement in accordance with Appendix A. The Grantee shall expend all local match committed to the project by the end date on page 1 of this Agreement.

XX. Closeout

(A) A determination of project completion, which may include a site inspection and an audit, shall be made by the State after the Grantee has met any match obligations, satisfactorily completed the activities, and provided products and deliverables described in Appendix A.

(B) Upon issuance of final payment from the State, the Grantee releases the State of all claims against the State arising under this Agreement. Unless otherwise provided in this Agreement or by state law, final payment under this Agreement shall not constitute a waiver of the State's claims against the Grantee.

(C) The Grantee shall immediately refund to the State any payments in excess of the costs allowed by this Agreement.

XXI. Cancellation

This Agreement may be canceled by the State, upon 30 days' written notice, due to Executive Order, budgetary reduction, other lack of funding, upon request by the Grantee, or upon mutual agreement by the State and Grantee. The State may honor requests for just and equitable compensation to the Grantee for all satisfactory and eligible work completed under this Agreement up until 30 days after written notice, upon which time all outstanding reports and documents are due to the State and the State will no longer be liable to pay the Grantee for any further charges to this Agreement.

XXII. Termination

(A) This Agreement may be terminated by the State as follows.

(1) Upon 30 days' written notice to the Grantee:

a. If the Grantee fails to comply with the terms and conditions of this Agreement, the requirements of the authorizing legislation cited on page 1, the rules promulgated thereunder, or other applicable laws or rules.
b. If the Grantee knowingly and willingly presents false information to the State for the purpose of obtaining this Agreement or any payment under this Agreement.
c. If the State finds that the Grantee, or any of the Grantee's agents or representatives, offered or gave gratuities, favors, or gifts of monetary value to any official, employee, or agent of the State in an attempt to secure a subcontract or favorable treatment in awarding, amending, or making any determinations related to the performance of this Agreement.
d. If the Grantee or any subcontractor, manufacturer, or supplier of the Grantee appears in the register of persons engaging in unfair labor practices that is compiled by the Michigan Department of Licensing and Regulatory Affairs or its successor.
e. During the 30-day written notice period, the State shall withhold payment for any findings under subparagraphs a. through d., above, and the Grantee will immediately cease charging to the grant and stop earning match for the project (if applicable).

(2) Immediately and without further liability to the State if the Grantee, any agent of the Grantee, or any agent of any subcontract is:

a. Convicted of a criminal offense incident to the application for or performance of a state, public, or private contract or subcontract.
b. Convicted of a criminal offense, including but not limited to any of the following: embezzlement, theft, forgery, bribery, falsification or destruction of records, receiving stolen property, or attempting to influence a public employee to breach the ethical conduct standards for State of Michigan employees.
c. Convicted under state or federal antitrust statutes.
d. Convicted of any other criminal offense that, in the sole discretion of the State, reflects on the Grantee's business integrity.
e. Added to the federal or state suspension and debarment list.

(B) If a grant is terminated, the State reserves the right to require the Grantee to repay all or a portion of funds received under this Agreement.

XXIII. Iran Economic Sanctions Act

By signing this Agreement, the Grantee is certifying that it is not an Iran linked business, and that its contractors are not Iran linked businesses, as defined in the Iran Economic Sanctions Act, 2012 PA 517, MCL 129.312.

Program-Specific Requirements

XXIV. Disclosure of Information

All reports and other printed or electronic material prepared by or for the Grantee under this Agreement will not be distributed without the prior written consent of the State except for items disclosed in response to a court order, subpoena, or request under the Freedom of Information Act, 1976 PA 442, as amended.

XXV. Advances

Upon written request by the Grantee, the State will make an advance payment in the amount of ten percent (10%) of the total grant. An advance payment does not require a financial status report form but does require a letter requesting the specific dollar amount of the payment as stated in this Agreement. It is not necessary to use all the advance payment before applying for additional reimbursement.

XXVI. Quality Assurance/Quality Control

A project-specific Quality Assurance Project Plan (QAPP) must be submitted to the State in accordance with guidance provided by the State Contact. Monitoring conducted prior to final approval of the QAPP by the State will not be reimbursed.

XXVII. Prevailing Wage

This project is subject to the Davis-Bacon Act of 1931, as amended, 40 U.S.C., Section 276a, *et seq.*, which requires that prevailing wages and fringe benefits be paid to contractors and subcontractors performing on federally funded projects over $2,000 for the construction, alteration, or repair (including painting and decorating) of public buildings or works.

XXVIII. Preventing the Spread of Invasive Species

The Grantee, their contractors, and volunteers will take steps to minimize the risk of spreading terrestrial and aquatic invasive species during this project and will take measures to prevent spread, where feasible. Selection of project-appropriate measures should be dependent on the type of work being conducted and the specific situation. Examples of such measures may include:

- Avoiding infested areas when possible.

- Conducting field work in upstream areas before downstream areas to decrease the likelihood of carrying species further up into the watershed or visiting highest quality/least invaded sites before invaded sites during a trip.
- Performing basic decontamination steps such as:
  - Visually inspecting and removing any plants or mud from footwear (boots, hip boots, and waders).
  - Visually inspecting, removing, and properly disposing of any plants and mud from field equipment (nets, shovels, rakes, etc.) and vehicles (cars, boats, ATVs, etc.).
  - Draining all water from boats (motor, live well, bilge, and transom well) and equipment prior to leaving the site and before entering a new waterbody.
  - Thoroughly drying boats and equipment (5-7 days, if possible) between sites.
  - Disinfecting boats and equipment between sites (e.g., diluted bleach solution or heated pressure washer). Disinfection should be conducted away from surface waters, at a location where the disinfecting solution will not enter any storm sewers and/or surface waters.
    - Typical diluted bleach solution treatment is one-half cup (4 fluid ounces) bleach to 5 gallons of water applied by spraying or sponge so surface is thoroughly exposed to bleach solution for 10 minutes.
    - Typical heated pressure wash is 140º water temperature sprayed for 5-10 seconds.
  - Thoroughly washing vehicles and boats between sites (e.g., drive-through car wash).
- Using only native plants and seed for restorations and best management practices.

If invasive aquatic or terrestrial plants are collected from a site, the Grantee will take steps to minimize the spread of these species. Dispose of invasive plant material by bagging and transporting to a landfill, composting, or burning, as appropriate and in compliance with local and state laws.

The State is asking all grantees to be on the lookout for invasive species that have limited distribution or are not yet known to be established in Michigan. A “Watch List” of Michigan’s high priority aquatic invasive species, along with how to report sightings, can be found at Michigan.gov/AquaticInvasives.

Federally Funded Program-Specific Requirements

XXIX. Federal Funding Requirements

A maximum of $10,800.00 or 100% of total disbursements is funded with federal funding. The Catalog of Federal Domestic Assistance (CFDA) title is Geographic Programs - Great Lakes Restoration Initiative and the CFDA number is 66.469. The federal grant number is GL-00E06014. This Agreement is either partially funded with federal funds from the USEPA or used to match a federally-funded grant. The Grantee agrees to fulfill conditions that the federal government has imposed on the State as a condition of federal funding as indicated herein and in all appendices. By accepting this Agreement, the Grantee shall comply with all applicable federal statutes and regulations in effect with respect to the period during which it receives grant funding. These regulations include, but are not limited to, the following:

(A) Single Audit. Grantees spending $1,000,000 or more in federal funds in their fiscal year shall have a single audit performed in compliance with 2 CFR, Part 200, Section 200.501. This audit must be performed and submitted to the Federal Audit Clearinghouse at Harvester.Census.gov/FACWeb/ within nine (9) months from the end of the Grantee's fiscal year or 30 days after receiving the report from the auditors. It is the responsibility of the Grantee to report the expenditures related to this Agreement on the Grantee's annual Schedule of Expenditures of Federal Awards.

(B) The Grantee will comply with the Hatch Political Activity Act of 1939, as amended, 5 U.S.C., Sections 7321-7326; and the Intergovernmental Personnel Act of 1970, as amended, 42 U.S.C., Section 4728, Transfer of Functions, which states that employees working in programs financed with federal grants may not be a candidate for elective public office in a partisan election, use official authority or influence to affect the result of an election, or influence a state or local officer to provide financial support for a political purpose.

(C) Prohibition on Certain Telecommunications and Video Surveillance Services or Equipment. Grantees and their sub entities are prohibited from procuring or obtaining equipment, services, or systems that use covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology as part of any system. As described in Public Law 115-232, section 889, covered telecommunications equipment is telecommunications equipment produced by Huawei Technologies Company or ZTE Corporation (or any subsidiary or affiliate of such entities).

Grantees, sub entities, and borrowers also may not use USEPA funds to purchase:

(a) For the purpose of public safety, security of government facilities, physical security surveillance of critical infrastructure, and other national security purposes, video surveillance and telecommunications equipment produced by Hytera Communications Corporation, Hangzhou Hikvision Digital Technology Company, or Dahua Technology Company (or any subsidiary or affiliate of such entities).

(b) Telecommunications or video surveillance services provided by such entities or using such equipment.

(c) Telecommunications or video surveillance equipment or services produced or provided by an entity that the Secretary of Defense, in consultation with the Director of the National Intelligence or the Director of the Federal Bureau of Investigation, reasonably believes to be an entity owned or controlled by, or otherwise connected to, the government of a covered foreign country.

Costs incurred for telecommunications and video surveillance services or equipment such as phones, internet, video surveillance, and cloud servers are allowable except for the following circumstances:

Obligating or expending USEPA funds for covered telecommunications and video surveillance services or equipment or services as described in 2 CFR 200.216 to:

(1) Procure or obtain, extend or renew a contract to procure or obtain;

(2) Enter into a contract (or extend or renew a contract) to procure; or

(3) Obtain the equipment, services, or systems.

(D) Payment to Consultants. USEPA participation in the salary rate (excluding overhead) paid to individual consultants by Grantees or by a Grantee's contractors or subcontractors shall be limited to the maximum daily rate for Level IV of the Executive Schedule, to be adjusted annually. This limit applies to consultation services of designated individuals with specialized skills who are paid at a daily or hourly rate. As of January 1, 2024, the limit is $735.60 per day and $91.95 per hour. This rate does not include transportation and subsistence costs for travel performed; the Grantee will pay these costs in accordance with their normal travel reimbursement practices.

Sub entities with firms for services that are awarded using the procurement requirements in 2 CFR, Part 200, Subpart D, are not affected by this limitation unless the terms of this Agreement provided the Grantee with responsibility for the selection, direction, and control of the individuals who will be providing services under this Agreement at an hourly or daily rate of compensation (see 2 CFR, Part 1500, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, Section 1500.10).

(E) Federal Employee Costs. The Grantee understands that none of the funds for this project (including funds contributed by the Grantee as cost sharing) may be used to pay for the travel of Federal employees or for other costs associated with Federal participation in this project unless a Federal agency will be providing services to the Grantee as authorized by a Federal statute.

(F) Travel Costs and Professional Meetings. Time and travel costs along with participation in professional meetings funded under this agreement shall be reviewed by the EGLE Project Administrator in advance. Although EGLE may have approved this type of activity as a component of the workplan, the Grantee and sub-Grantees seeking to attend professional meetings not covered/approved in the original scope of work, must notify the EGLE Project Administrator identified on the first page of this Agreement.

Specifically, at least 45 days in advance, the Grantee shall notify the EGLE Project Administrator of any travel plans not previously detailed in the approved workplan by providing the Project Administrator with a description of the event, the location of the event, the event sponsor, travel dates, the recipient's role in the event, the number of travelers and an itemized travel breakdown of costs (per diem, mileage, lodging, parking/tolls, airfare, etc.). The request should also include a justification describing why this travel is a necessary part of this Agreement. The Grantee understands that any travel revisions contributing to a rebudgeting of funds from other cost categories exceeding 10% of the total budget requires a formal amendment to this Agreement.

(G) Foreign Travel. USEPA policy requires that all foreign travel must be approved by its Office of International and Tribal Affairs. Prior approval must be obtained before using funds available under this agreement for international travel unless the trip(s) are already described in the approved budget for this agreement. Foreign travel includes trips to Mexico and Canada but does not include trips to Puerto Rico, the U.S. Territories or possessions. Grantees that request post-award approval to travel frequently to Mexico and Canada by motor vehicle (e.g., for sampling or meetings) may describe their

proposed travel in general terms in their request for approval. Requests for prior approval must be submitted to the Project Administrator on page 1 of this agreement.

(H) The Fly America Act and Foreign Travel. The Grantee acknowledges that all foreign travel funded under this agreement must comply with the Fly America Act. All travel must be on U.S. air carriers certified under 49 U.S.C. Section 40118, to the extent that service by such carriers is available even if foreign air carrier costs are less than the American air carrier.

(I) The Grantee agrees to comply with the requirements of the USEPA's Disadvantaged Business Enterprise (DBE) Program for procurement activities under assistance agreements, contained in 40 CFR, Part 33, Participation by Disadvantaged Business Enterprises in United States Environmental Protection Agency Programs.

The following items either provide updates to 40 CFR, Part 33, based upon the associated class exception or highlights a requirement.

(1) USEPA MBE/WBE Certification; 40 CFR, Part 33, Subpart B

The USEPA no longer certifies entities as Minority-Owned Business Entities (MBE) or Women-Owned Business Entities (WBE) pursuant to a class exception issued in October 2019. The class exception was authorized pursuant to the authority in 2 CFR, Part 1500, Section 1500.3(b).

(2) Six Good Faith Efforts; 40 CFR, Part 33, Subpart C

Pursuant to 40 CFR, Part 33, Section 33.301, the Grantee agrees to make good faith efforts whenever procuring construction, equipment, services, and supplies under a USEPA financial assistance agreement; and require that sub entities, loan Grantees, and prime contractors also comply. Records documenting compliance with the six good faith efforts shall be retained. The specific six good faith efforts can be found at 40 CFR, Part 33, Section 33.301(a)-(f).

However, in USEPA financial assistance agreements that are for the benefit of Native Americans, the Grantee must solicit and recruit Native American organizations and Native American-owned economic enterprises and give them preference in the award process prior to undertaking the six good faith efforts (40 CFR, Part 33, Section 33.304). If recruiting efforts are unsuccessful, the Grantee must follow the six good faith efforts.

(3) Contract Administration Provisions; 40 CFR, Part 33, Section 33.302

The Grantee agrees to comply with the contract administration provisions of 40 CFR, Part 33, Section 33.302(a)-(d) and (i).

(4) Bidders List; 40 CFR, Part 33, Section 33.501(b) and (c)

Recipients of a Continuing Environmental Program Grant or other annual reporting grant agree to create and maintain a bidders list. Recipients of a USEPA financial assistance agreement to capitalize a revolving loan fund also agree to require entities receiving identified loans to create and maintain a bidders list if the recipient of the loan is subject to, or chooses to follow, competitive bidding requirements. Please see 40 CFR, Part 33, Section 33.501(b) and (c) for specific requirements and exemptions.

(5) Fair Share Objectives; 40 CFR, Part 33, Subpart D

In October 2019, a class exception to the entire Subpart D has been authorized pursuant to the authority in 2 CFR, Part 1500, Section 1500.3(b). Notwithstanding Subpart D of 40 CFR,

Part 33, Grantees are not required to negotiate or apply fair share objectives in procurements under assistance agreements.

(6) MBE/WBE Reporting; 40 CFR, Part 33, Subpart E

When required, the Grantee agrees to complete and submit an "MBE/WBE Utilization Under Federal Grants and Cooperative Agreements" report (USEPA Form 5700-52A) on an annual basis.

Reporting is required for agreements where funds are budgeted for construction, equipment, services, and supplies with a cumulative total that exceeds the Simplified Acquisition Threshold (SAT) (currently, $250,000; see 2 CFR, Part 200, Section 200.1), including amendments and/or modifications. When reporting is required, all procurement actions are reportable, not just the portion that exceeds the SAT. MBE/WBE reports should be sent to:

EGLE-WRD-Sigma@Michigan.gov or EGLE WRD Administration
P.O. Box 30458
Lansing, MI 48909-7958

The current USEPA Form 5700-52A can be found at the USEPA's grantee forms web page at USEPA.gov/system/files/documents/2021-08/USEPA_form_5700_52a.pdf.

Annual reports are due by October 30 of each year. Final reports are due 120 days after the end of the project period.

This provision represents an approved exception from the MBE/WBE reporting requirements as described in 40 CFR, Part 33, Section 33.502.

(7) MBE/WBE Recordkeeping; 40 CFR, Part 33, Subpart E

The Grantee agrees to comply with all recordkeeping requirements as stipulated in 40 CFR, Part 33, Subpart E, including creating and maintaining a bidders list, when required. Any document created as a record to demonstrate compliance with any requirement of 40 CFR, Part 33, must be maintained pursuant to the requirements stated in this Subpart.

(J) Electronic/Digital Signatures on Form(s)/Document(s). Throughout the life of this agreement, the Grantee agrees to ensure that any form(s)/document(s) required to be signed by the Grantee and submitted through any means including but not limited to hard copy via U.S. mail or express mail, hand delivery or through electronic means such as e-mail are:

(1) signed by the individual identified on the form/document, and
(2) the signer has the authority to sign the form/document for the Grantee.

Submission of any signed form(s)/document(s) is subject to any provisions of law on making false statements (e.g., 18 U.S.C. 1001)

(K) Civil Rights. The Grantee agrees to comply fully with applicable civil rights statutes.

(L) Health, Safety, and Environmental Compliance. All laboratory and field activities conducted for this Agreement must be in accordance and compliance with all applicable health, safety and environmental laws, regulations and guidelines.

(M) Management Practice. The recipient agrees to properly operate and maintain any best management practices implemented through this Agreement in accordance with design standards and specifications.

(N) Disposition of Wastes. The Grantee agrees to dispose of all wastes in accordance with State and Federal regulation.

(O) National Historic Preservation Act. Pursuant to 36 CFR 800.2(c)(4), USEPA has authorized all assistance agreement recipients and applicants to initiate consultation under National Historic Preservation Act (NHPA) Section 106, 54 U.S.C. 306108GL - 00E06009 - 0 Page 13 on behalf of USEPA, for all grants, cooperative agreements, interagency agreements, and other projects under GLNPO's purview, including but not limited to the Great Lakes Restoration Initiative (GLRI), 33 U.S.C. 1268, and applicable appropriations acts and/or implementing regulations. USEPA does not delegate its Tribal consultation responsibilities and will work with the recipient to carry out the appropriate actions. While all assistance agreement recipients and applicants are authorized to initiate Section 106 consultation on behalf of USEPA, USEPA retains legal responsibility for findings and determinations required under the Section 106 process. In addition, when applicable, USEPA will consult directly under Section 106 with Indian Tribes and Native Hawaiian organizations, pursuant to 36 CFR 800.2(c)(2(ii). Prior to conducting or engaging in any on-site activity, the grantee shall consult with an USEPA Project Officer regarding the National Historic Preservation Act and, if applicable, shall assist USEPA in complying with any requirements of the Act and implementing regulations. All Section 106 deliverables identified in the workplan must be submitted to the USEPA Project Officer. If unanticipated archaeological or human remains are discovered during earth-disturbing activities, stop work immediately and contact the USEPA Project Officer. Do not engage in any earth-disturbing activities until an USEPA official states work can resume.

(P) Subawards. The Grantee agrees to all of the following:

(1) Establish all subaward agreements in writing.

(2) Ensure that any subawards comply with the standards in 2 CFR, Part 200, Subpart D, and are not used to acquire commercial goods or services for the Grantee.

(3) Ensure that any subawards are awarded to eligible sub entities and that proposed subaward costs are necessary, reasonable, and allocable.

(4) Ensure that any subawards to 501(c)(4) organizations do not involve lobbying activities.

(5) Monitor the performance of their sub awardees and ensure that they comply with all applicable regulations, statutes, and terms and conditions that flow down in the subaward.

(6) Obtain the State’s consent before making a subaward to a foreign or international organization, or a subaward to be performed in a foreign country.

(7) Obtain approval from the State for any new subaward work that is not outlined in the approved work plan.

(8) Be responsible for selecting its sub entities and, if applicable, for conducting subaward competitions.

(Q) Conflict of Interest Notification. Grantees will contact the State Contact within five (5) days of becoming aware of a conflict of interest. A conflict of interest is an actual or potential situation that undermines, or may undermine, the impartiality of an individual or entity because their self-interest conflicts, or may conflict, with their duty and obligations in performing a grant. The term also includes situations that create, or may create, an unfair competitive advantage, or the appearance of such, for an applicant in competing for a grant.

(R) Copyrighted Materials. In accordance with 2 CFR, Part 200, Section 200.315, the USEPA and the State have the right to reproduce, publish, use, and authorize others to reproduce, publish, and

use copyrighted works or other data developed under this Agreement for federal or State purposes. Examples of federal purpose include, but are not limited to:

(1) Use by the USEPA and other federal employees for official government purposes.

(2) Use by federal contractors performing specific tasks for the government.

(3) Publication in USEPA documents provided the documents do not disclose trade secrets (e.g., software codes) and the work is properly attributed to the Grantee through citation or otherwise.

(4) Reproduction of documents for inclusion in federal depositories.

(5) Use by tribal, state, and local governments that carry out delegated federal environmental programs as "coregulators" or act as official partners with the USEPA to carry out a national environmental program within their jurisdiction.

(6) Limited use by other grantees to carry out federal grants provided the use is consistent with the terms of the USEPA's authorization to the grantee to use the copyrighted works or other data.

Under (6), above, the Grantee acknowledges that the USEPA and the State may authorize other grantees to use the copyrighted works or other data developed under this Agreement as a result of the selection of another grantee to perform a project that will involve the use of the copyrighted works or other data, or termination or expiration of this Agreement. In addition, the USEPA or the State may authorize another grantee to use copyrighted works or other data developed with funds provided under this Agreement to perform another agreement when such use promotes efficient and effective use of federal grant funds.

(S) Electronic and Information Technology Accessibility. Grantees developing electronic and information technology products that includes, but is not limited to, information kiosks and worldwide web sites must meet accommodation standards in Section 508 of the Rehabilitation Act of 1973, as amended (36 CFR, Part 1194, Electronic and Information Technology Accessibility Standards).

(T) Reporting and Disposition of Tangible Personal Property. Property reports, if applicable, are required for Federally owned property in the custody of the Grantee upon completion of this project or when the property is no longer needed. Additionally, upon termination or completion of this project, residual unused supplies with a total aggregate fair market value exceeding $5,000 not needed for any other Federally sponsored programs or projects must be reported. Grantees should utilize the Tangible Personal Property Report form series (SF-428) to report tangible personal property. Grantees, unless instructed otherwise, may keep the equipment and continue to use it on the project originally funded through this agreement or on other federally funded projects whether or not the project or program continues to be supported by Federal funds.

(U) Light Refreshments and/or Meals. The Grantee agrees to obtain prior approval from the State Contact for the use of grant funds for light refreshments and/or meals served at meetings, conferences, training workshops, and outreach activities/events. The Grantee must send requests for approval to the State Contact and include:

(1) An estimated budget and description for the light refreshments and/or meals to be served at the event.

(2) A description of the purpose, agenda, location, length, and timing for the event.

(3) An estimated number of participants in the event and a description of their roles.

Funding for light refreshments, meals, and space rental may not be used for any portion of an event where alcohol is served, purchased, or otherwise available as part of the event or meeting, even if the project funds are not used to purchase the alcohol.

Note: United States General Services Administration regulations define light refreshments for morning, afternoon, or evening breaks to include, but not be limited to, coffee, tea, milk, juice, soft drinks, donuts, bagels, fruit, pretzels, cookies, chips, or muffins (41 CFR, Part 301, Conference Planning, Section 301-74.7).

(V) Drug-Free Workplace. The Grantee organization of this Agreement must make an ongoing, good faith effort to maintain a drug-free workplace pursuant to the specific requirements set forth in 2 CFR, Part 1536, Requirements for Drug-Free Workplace (Financial Assistance), Subpart B. Additionally, in accordance with these regulations, the Grantee organization must identify all known workplaces under its federal awards and keep this information on file during the performance of the award.

(W) Hotel-Motel Fire Safety. Pursuant to 15 U.S.C., Section 2225, Fire Prevention and Control Guidelines for Places of Public Accommodation, if applicable, the Grantee agrees to ensure that all space for conferences, meetings, conventions, or training seminars funded in whole or in part with federal funds complies with the protection and control guidelines of the Hotel and Motel Fire Safety Act of 1990, as amended. Grantees may search the Hotel-Motel National Master List to see if a property is in compliance.

(X) Recycled Paper. When directed to provide paper documents, the Grantee agrees to use recycled paper and double-sided printing for all reports that are prepared as a part of this Agreement. This requirement does not apply to reports prepared on forms supplied by the State or USEPA or to standard forms that are printed on recycled paper and available through the General Services Administration.

(Y) Recycled Products. Consistent with the goals of Section 6002, Federal Procurement, of the Resource Conservation and Recovery Act (RCRA), 42 U.S.C., Section 6962, Federal Procurement, state and local institutions of higher education, hospitals, and nonprofit organization Grantees agree to give preference in procurement programs to the purchase of specific products containing recycled materials, as identified in 40 CFR, Part 247, Comprehensive Procurement Guideline for Products Containing Recovered Materials.

Consistent with Section 6002 of the RCRA and 2 CFR, Part 200, Section 200.322, state agencies or agencies of a political subdivision of a state and its contractors are required to purchase certain items made from recycled materials, as identified in 40 CFR, Part 247, when the purchase price exceeds $10,000 during the course of a fiscal year or where the quantity of such items acquired in the course of the preceding fiscal year was $10,000 or more. Pursuant to 40 CFR, Part 247, Section 247.2(d), the Grantee may decide not to procure such items if they are not reasonably available in a reasonable period, fail to meet reasonable performance standards, or are only available at an unreasonable price.

(Z) Trafficking in Persons. The Grantee, the Grantee's employees, sub entities under this award, and sub entities' employees may not –

1) Engage in severe forms of trafficking in persons;

2) Procure a commercial sex act; or
3) Use forced labor in performance of the award or any subawards.

This award may be unilaterally terminated, without penalty, if the Grantee or a sub entity –

1) Is determined to have violated a prohibition in this award term; or
2) Has an employee who is determined to have violated a prohibition in this award term through conduct that is either –
    a. Associated with performance under this award; or
    b. Imputed to the Grantee or sub entity using the standards and due process for imputing the conduct of an individual to an organization that are provided in 2 CFR Part 180, ‘‘OMB Guidelines to Agencies on Governmentwide Debarment and Suspension (Non- procurement),’’ as implemented at 2 CFR Part 1532.

(AA) Permits. The Grantee must obtain all necessary permits prior to implementation of any activity funded under this Agreement that may fall under applicable federal, state, or local laws. The Grantee must keep documentation regarding necessary permits in their project files.

(AB) Geospatial Data Standards. All geospatial data created must be consistent with Federal Geographic Data Committee endorsed standards. Information on these standards may be found at FGDC.gov.

(AC) Acknowledgement on Products, Signage, and Announcements for Public or Media Events. A funding acknowledgement statement must be included on all products and is available from the State contact listed on page 1 of this agreement. Examples include digital or print materials for workshops, conferences, demonstration days, or other events as part of a project. In addition, the State Contact must be notified at least 15 working days prior to any public or media events publicizing significant events related to the project to provide the opportunity for attendance and participation by state and federal representatives.

If the GLRI logos are used on websites, outreach materials, reports or publications along with logos from other participating entities, the GLRI logo must not be prominently displayed to imply that any of the Grantee’s or sub-Grantee’s activities are being conducted by the USEPA. Instead, the GLRI logo should be accompanied with a statement indicating that the Grantee received financial support from the USEPA under an Assistance Agreement.

The Grantee shall ensure that a visible project identification sign (with the Great Lakes Restoration Initiative logo is erected as appropriate at each on-the-ground protection or restoration project. Each sign must give project information and credit the Great Lakes Restoration Initiative and appropriate federal agencies for funding. The Grantee will determine the design, placement, and materials for each sign. The GLRI logo should be accompanied with the statement indicating that the Michigan Department of Environment, Great Lakes and Energy received financial support in the amount of $440,000 from the USEPA.

(AD) Executive Pay. Grantees whose gross income in the previous tax year was $300,000 or more will verify in writing to the State Contact that they are exempt from reporting total compensation of executives required under the Federal Funding Accountability and Transparency Act of 2006, as amended (Transparency Act), as defined in 2 CFR, Part 170, Reporting Subaward and Executive Compensation Information, Section 170.320. This verification is due by the end of the month following the month the State made the grant award. In so doing, the Grantee is stating that:

(1) They did not in the preceding tax year receive 80 percent (80%) or more of their annual gross revenues from federal procurement contracts (and subcontracts) and federal financial assistance subject to the Transparency Act; and $25,000,000 or more in annual gross revenues from federal procurement contracts (and subcontracts) and federal financial assistance subject to the Transparency Act.

(2) The public has access to information about the compensation of executives through periodic reports filed under Section 13(a) or 15(d) of the Securities Exchange Act of 1934, as amended; or Section 6104 of the Internal Revenue Code of 1986, as amended.

(AE) Management Fees. Consistent with the USEPA's prohibition on management fees, the Grantee will not include management fees in project budgets. Such fees or similar charges refer to expenses added to the direct costs in order to accumulate and reserve funds for ongoing business expenses, unforeseen liabilities, or for other similar costs not allowable under this Agreement.

(AF) Patents and Inventions. Rights to inventions made under this Agreement are subject to federal patent and licensing regulations, which are codified at 37 CFR, Part 401, Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts, and Cooperative Agreements; and the Bayh-Dole Act of 1980, as amended 35 U.S.C., Sections 200-212.

Pursuant to the Bayh-Dole Act, the USEPA and the State retain the right to worldwide, nonexclusive, nontransferable, irrevocable, paid-up license to practice the invention owned by this Agreement holder, as defined in the Bayh-Dole Act. To streamline the invention reporting process and to facilitate compliance with the Bayh-Dole Act, the Grantee must utilize the Interagency Edison extramural invention reporting system at iEdison.gov.

Annual utilization reports must be submitted through the system. The Grantee is required to notify the State Contact when an invention report, patent report, or utilization report is filed at iEdison.gov.

(AG) Human Subjects. No research involving human subjects will be conducted under this Agreement without prior written approval of the State to proceed with that research. If engaged in human subjects' research as part of this Agreement, the Grantee agrees to comply with all applicable provisions of 40 CFR, Part 26, Protection of Human Subjects. This includes, at Subpart A, Basic USEPA Policy for Protection of Subjects in Human Research Conducted or Supported. It also includes, at Subparts B, C, and D, prohibitions and additional protections for children, nursing women, pregnant women, and fetuses in research conducted or supported by the USEPA.

The Grantee further agrees to comply with the USEPA's procedures for oversight of the Grantee's compliance with 40 CFR, Part 26, as given in USEPA Order 1000.17 Change A1 (Policy and Procedures on Protection of Human Research Subjects in USEPA Conducted or Supported Research). As per this order, no human subject may be involved in any research conducted under this Agreement, including recruitment, until the research has been approved or determined to be exempt by the USEPA's Human Subjects Research Review Official after review of the approval or exemption determination of the Institutional Review Board(s) with jurisdiction over the research under 40 CFR.

(AH) Animal Subjects. The Grantee agrees to comply with the Animal Welfare Act of 1966, as amended, 7 USC 2131- 2156 and also agrees to abide by the "U.S. Government Principles for the Utilization and Care of Vertebrate Animals used in Testing, Research, and Training.".

(AI) Build America, Buy America. Buy America Preference. Grantees of an award for infrastructure are hereby notified that none of the funds provided under this award may be used for an infrastructure project unless:

(1) All iron and steel used in the project are produced in the United States—this means all manufacturing processes, from the initial melting stage through the application of coatings, occurred in the United States;

(2) All manufactured products used in the project are produced in the United States— this means the manufactured product was manufactured in the United States; and the cost of the components of the manufactured product that are mined, produced, or manufactured in the United States is greater than 55 percent of the total cost of all components of the manufactured product, unless another standard that meets or exceeds this standard has been established under applicable law or regulation for determining the minimum amount of domestic content of the manufactured product; and

(3) All construction materials are manufactured in the United States—this means that all manufacturing processes for the construction material occurred in the United States. The construction material standards are listed below.

Incorporation into an infrastructure project. The Buy America Preference only applies to articles, materials, and supplies that are consumed in, incorporated into, or affixed to an infrastructure project. As such, it does not apply to tools, equipment, and supplies, such as temporary scaffolding, brought to the construction site and removed at or before the completion of the infrastructure project. Nor does a Buy America Preference apply to equipment and furnishings, such as movable chairs, desks, and portable computer equipment, that are used at or within the finished infrastructure project but are not an integral part of the structure or permanently affixed to the infrastructure project.

Categorization of articles, materials, and supplies. An article, material, or supply should only be classified into one of the following categories: (i) Iron or steel products; (ii) Manufactured products; (iii) Construction materials; or (iv) Section 70917(c) materials. An article, material, or supply should not be considered to fall into multiple categories. In some cases, an article, material, or supply may not fall under any of the categories listed in this paragraph. The classification of an article, material, or supply as falling into one of the categories listed in this paragraph must be made based on its status at the time it is brought to the work site for incorporation into an infrastructure project. In general, the work site is the location of the infrastructure project at which the iron, steel, manufactured products, and construction materials will be incorporated.

Application of the Buy America Preference by category. An article, material, or supply incorporated into an infrastructure project must meet the Buy America Preference for only the single category in which it is classified.

Determining the cost of components for manufactured products. In determining whether the cost of components for manufactured products is greater than 55 percent of the total cost of all components, use the following instructions:

(a) For components purchased by the manufacturer, the acquisition cost, including transportation costs to the place of incorporation into the manufactured product (whether or not such costs are paid to a domestic firm), and any applicable duty (whether or not a duty-free entry certificate is issued); or

(b) For components manufactured by the manufacturer, all costs associated with the manufacture of the component, including transportation costs as described in paragraph (a), plus allocable overhead costs, but excluding profit. Cost of components does not include any costs associated with the manufacture of the manufactured product.

Construction material standards. The Buy America Preference applies to the following construction materials incorporated into infrastructure projects. Each construction material is followed by a standard for the material to be considered "produced in the United States." Except as specifically provided, only a single standard should be applied to a single construction material.

(1) Non-ferrous metals. All manufacturing processes, from initial smelting or melting through final shaping, coating, and assembly, occurred in the United States.

(2) Plastic and polymer-based products. All manufacturing processes, from initial combination of constituent plastic or polymer-based inputs, or, where applicable, constituent composite materials, until the item is in its final form, occurred in the United States.

(3) Glass. All manufacturing processes, from initial batching and melting of raw materials through annealing, cooling, and cutting, occurred in the United States.

(4) Fiber optic cable (including drop cable). All manufacturing processes, from the initial ribboning (if applicable), through buffering, fiber stranding and jacketing, occurred in the United States. All manufacturing processes also include the standards for glass and optical fiber, but not for nonferrous metals, plastic and polymer-based products, or any others.

(5) Optical fiber. All manufacturing processes, from the initial preform fabrication stage through the completion of the draw, occurred in the United States.

(6) Lumber. All manufacturing processes, from initial debarking through treatment and planning, occurred in the United States.

(7) Drywall. All manufacturing processes, from initial blending of mined or synthetic gypsum plaster and additives through cutting and drying of sandwiched panels, occurred in the United States.

(8) Engineered wood. All manufacturing processes from the initial combination of constituent materials until the wood product is in its final form, occurred in the United States.

Waivers. When supported by rationale provided in IIJA §70914, the Grantee may submit a waiver request in writing to USEPA. Grantees should request guidance on the submission instructions of an USEPA waiver request from the USEPA Project Officer for this agreement. A list of approved USEPA waivers (general applicability and project specific) is available on the USEPA Build America, Buy America website.

USEPA may waive the application of the Buy America Preference when it has determined that one of the following exceptions applies:

(1) applying the Buy America Preference would be inconsistent with the public interest;

(2) the types of iron, steel, manufactured products, or construction materials are not produced in the United States in sufficient and reasonably available quantities or of a satisfactory quality; or

(3) the inclusion of iron, steel, manufactured products, or construction materials produced in the United States will increase the cost of the overall project by more than 25 percent.

For questions regarding the Build America, Buy America Act requirements for this assistance agreement or to determine if there is an approved waiver in place, please contact the USEPA Project Officer for this agreement.

Definitions. For legal definitions and sourcing requirements, the Grantee must consult the USEPA Build America, Buy America website, 2 CFR Part 184, and the Office of Management and Budget's (OMB) Memorandum M-24-02 Implementation Guidance on Application of Buy America Preference in Federal Financial Assistance Programs for Infrastructure

(AJ) Grant funds may not be used to support or oppose union organizing, whether directly or as an offset for other funds.

(AK) Reporting Waste, Fraud, and Abuse. Consistent with 2 CFR 200.113, the Grantee and any sub entities must report, in a timely manner, any violations of federal criminal law involving fraud, bribery, or gratuity violations potentially affecting this award to the USEPA Project Officer and the USEPA's Office of Inspector General (OIG) Hotline. The methods to contact the OIG Hotline are:

(1) online submission via the OIG Hotline Complaint Form;

(2) email to OIG_Hotline@USEPA.gov;

(3) by phone at 1-888-546-8740; or

(4) by U.S. Mail directed to the United States Environmental Protection Agency, Office of Inspector General, 1200 Pennsylvania Avenue, N.W. (2410T), Washington, DC 20460.

To support awareness of the OIG Hotline, Grantees and/or sub entities receiving a USEPA award or subaward of $1,000,000 or more must display OIG Hotline posters in facilities where the work is performed under the grant. OIG Hotline posters may be downloaded or printed or may be obtained by contacting the OIG at 1-888-546-8740. Grantees and sub entities need not comply with this requirement if they have established a mechanism, such as a hotline, by which employees may report suspected instances of improper conduct and have provided instructions that encourage employees to make such reports.

(AL) Whistleblower Protections. This award is subject is to whistleblower protections, including the protections established at 41 U.S.C. 4712 providing that an employee of the Grantee or a sub entity may not be discharged, demoted, or otherwise discriminated against as a reprisal for disclosing to a covered person or body information that the employee reasonably believes is evidence of gross mismanagement of a federal grant or subaward, a gross waste of federal funds, an abuse of authority relating to a federal grant or subaward, a substantial and specific danger to public health or safety, or a violation of law, rule, or regulation related to a federal grant or subaward. These covered persons or bodies include:

a. A member of Congress or a representative of a committee of Congress.
b. An Inspector General.
c. The Government Accountability Office.
d. A federal employee responsible for contract or grant oversight or management at the relevant agency.
e. An authorized official of the United States Department of Justice or other law enforcement agency.
f. A court or grand jury.

g. A management official or other employee of the contractor, subcontractor, or grantee who has the responsibility to investigate, discover, or address misconduct.

Consistent with 41 U.S.C. 4712(d), the Grantee and sub entity shall inform their employees in writing, in the predominant language of the workforce or organization, of employee whistleblower rights and protections under 41 U.S.C., Section 4712. Additional information about whistleblower protections, including protections for such employees, may be found on the OIG's Whistleblower Protection web page.

(AM) Certifications and Consequences of Fraud. Per 2 CFR 200.415(a) Required Certifications, to assure that expenditures are proper and in accordance with the terms and conditions of the Federal award and approved project budgets, the financial reports or vouchers requesting payment under this agreement will include a certification that must be signed by an official who is authorized to legally bind the Grantee which reads as follows:

"By signing this report, I certify to the best of my knowledge and belief that the report is true, complete, and accurate, and the expenditures, disbursements and cash receipts are for the purposes and objectives set forth in the terms and conditions of the Federal award. I am aware that any false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil or administrative penalties for fraud, false statements, false claims or otherwise. (U.S. Code Title 18, Section 1001 and Title 31, Sections 3729-3730 and 3801-3812)."

Appendix A: Project-Specific Requirements

GLRI Workplan

1. Project Title: Detecting and controlling European Frog-bit in Michigan waters

2. Project Funding Request: Federal Request $440,000 Applicant contribution $ $0

3. Bundling of Projects: N/A

4. Recipient Information and Project Manager

- **Organization Name:** Michigan Department of Environment, Great Lakes, and Energy (EGLE) Water Resources Division (WRD)
- **Organization Address:** 525 West Allegan Street, Box 30458, Lansing, MI 48909-7958

Project Manager

- **Contact Name:** Thomas Alwin
- **Address:** 525 West Allegan Street, Box 30458, Lansing, MI 48909-7958
- **Phone:** 517-342-4069
- **Fax:** 517-241-9003
- **E-mail:** alwint@mi.gov

5. Project Location(s): This project will work with all interested/able Cooperative Invasive Species Management Areas (CISMAs) in the Lower Peninsula of Michigan.

HUC8 Codes: 4100006, 4090002, 4100002, 4050002, 4070005, 4080104, 4090005, 4050005, 4080101, 4060101, 4070003, 4080206, 4060104, 4090003, 4080203, 4070006, 4090004, 4060105, 4050006, 4080102, 4080204, 4060102, 4050003, 4050001, 4080201, 4060103, 4050004, 4100003, 4070007, 4080202, 4040001, 7120001, 4100001, 4050007, 4070004, 4080205, 4080103

Potential Place(s) of Performance The Primary Place of Performance for this project is EGLE's office in Lansing Michigan (42.7316, -84.5590).

Table 1. Potential places of performance.

City	County	Zip Code	Congressional District	State	Primary? Y/N
Many	Alcona	Many	1	MI	N
Many	Allegan	Many	4	MI	N
Many	Alpena	Many	1	MI	N
Many	Antrim	Many	1	MI	N
Many	Arenac	Many	1	MI	N
Many	Barry	Many	2	MI	N
Many	Bay	Many	8	MI	N
Many	Benzie	Many	1	MI	N
Many	Berrien	Many	4&5	MI	N
Many	Branch	Many	5	MI	N
Many	Calhoun	Many	4&5	MI	N
Many	Cass	Many	5	MI	N
Many	Cheboygan	Many	1	MI	N

Many	Clare	Many	2	MI	N
Many	Clinton	Many	7	MI	N
Many	Crawford	Many	1	MI	N
Many	Eaton	Many	2&7	MI	N
Many	Emmet	Many	1	MI	N
Many	Genesee	Many	7&8	MI	N
Many	Gladwin	Many	2	MI	N
Many	Grand Traverse	Many	1	MI	N
Many	Gratiot	Many	2	MI	N
Many	Hillsdale	Many	5	MI	N
Many	Huron	Many	9	MI	N
Many	**Ingham**	**Many**	**7**	**MI**	**Y**
Many	Ionia	Many	2	MI	N
Many	Iosco	Many	1	MI	N
Many	Isabella	Many	2	MI	N
Many	Jackson	Many	5	MI	N
Many	Kalamazoo	Many	4&5	MI	N
Many	Kalkaska	Many	1	MI	N
Many	Kent	Many	2&3	MI	N
Many	Lake	Many	2	MI	N
Many	Lapeer	Many	9	MI	N
Many	Leelanau	Many	1	MI	N
Many	Lenawee	Many	5	MI	N
Many	Livingston	Many	7	MI	N
Many	Macomb	Many	9&10	MI	N
Many	Manistee	Many	2	MI	N
Many	Mason	Many	2	MI	N
Many	Mecosta	Many	2	MI	N
Many	Midland	Many	2&8	MI	N
Many	Missaukee	Many	1	MI	N
Many	Monroe	Many	5	MI	N
Many	Montcalm	Many	2	MI	N
Many	Montmorency	Many	1	MI	N
Many	Muskegon	Many	2,3	MI	N
Many	Newaygo	Many	2	MI	N
Many	Oakland	Many	6,7,9,10,11&12	MI	N
Many	Oceana	Many	2	MI	N
Many	Ogemaw	Many	1	MI	N
Many	Osceola	Many	2	MI	N
Many	Oscoda	Many	1	MI	N
Many	Otsego	Many	1	MI	N
Many	Ottawa	Many	3&4	MI	N
Many	Presque Isle	Many	1	MI	N
Many	Roscommon	Many	1	MI	N
Many	Saginaw	Many	8	MI	N
Many	Sanilac	Many	9	MI	N
Many	Shiawassee	Many	7	MI	N
Many	St. Clair	Many	9	MI	N

Many	St. Joseph	Many	5	MI	N
Many	Tuscola	Many	8&9	MI	N
Many	Van Buren	Many	4	MI	N
Many	Washtenaw	Many	6	MI	N
Many	Wayne	Many	6,12&13	MI	N
Many	Wexford	Many	1&2	MI	N

6. Project Duration: October 1, 2025 - December 31, 2027
EGLE WRD will work with regional Cooperative Invasive Species Management Areas (CISMAs) to perform European frog-bit (EFB or *Hydrocharis morsus-ranae*) surveillance and control efforts in their service area. Work will begin on October 1, 2025. Survey and control efforts will be conducted during the 2026 and 2027 growing seasons with the project ending December 31, 2027.

7. Project Abstract:
Michigan Department of Environment, Great Lakes, and Energy (EGLE) Water Resources Division (WRD) will implement a multi-year project to reduce the spread and negative impacts of European Frogbit (EFB) by expanding early detection and control actions by regional Cooperative Invasive Species Management Areas (CISMAs).

Activities include training CISMA staff on EFB identification, detection and control, developing EFB surveillance and control workplans, conducting early detection monitoring, and controlling established invasive species at surveyed locations.

Deliverables include early detection survey activities at 20+ sites and 280+ acres of EFB invasive species control. The expected outcomes are increasing EFB surveillance and control efforts across Michigan with the goal of reducing EFB populations and slowing its spread to new locations and informing future needs for Michigan EFB control.

Residents of the Lower Peninsula of Michigan will benefit from the prevention/control of EFB which will in turn improve Great Lakes ecosystem quality. Subawards will be provided to CISMAs for on-the-ground survey and management at priority sites.

8. Problem Statement:
Limiting the spread of European Frog-bit (*Hydrocharis morsus-ranae L.*; EFB), an aquatic invasive plant, across and outside of Michigan is a priority for EGLE WRD to protect aquatic ecosystems and recreational uses. First observed in Michigan in 1996, EFB has been confirmed in new locations across the state (Fig. 1). The State of Michigan, to date, has leveraged Federal and State dollars to create an EFB collaborative that recently expanded from the State-wide to the Great Lakes regional scale, support research to close knowledge gaps, and support regional early detection and response efforts where EFB populations are known.

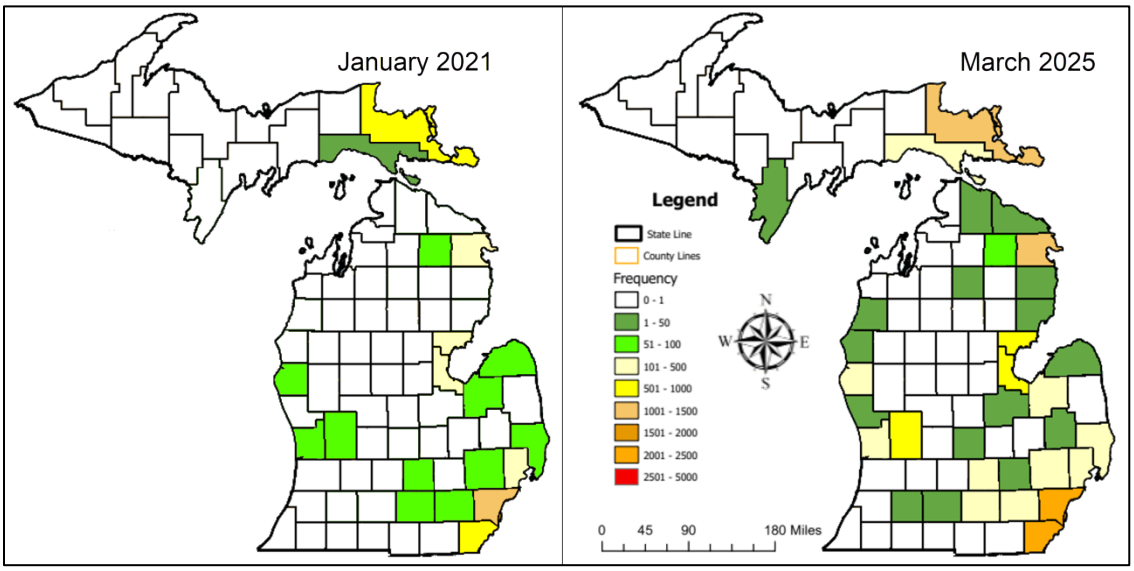


Figure 1. Known Michigan counties with EFB (including ramge of observations). Left is from 2021 when GL00E03033 was initially funded and right is from March of 2025. Data from Midwest Invasive Species Information Network (MISIN).

Catling et al. (1988, 2003) have proposed that dense floating mats of EFB may reduce light, dissolved gas, and nutrient availability and impact the growth of native submerged vegetation, invertebrates, and fish. These ecosystem changes could alter the habitat and food resources of other vertebrates, including those that are often the focus of wetland conservation (e.g., waterfowl, imperiled species). Floating mats can also reduce aesthetic values of waterbodies and interfere with recreational water usage (Catling et al. 2003).

Cooperative Invasive Species Management Areas (CISMAs) are partnerships of groups and individuals that work to address invasive species impacts on the environment, economy, and human health within a defined region. By collaborating across jurisdictional boundaries, CISMAs work to leverage resources and overcome challenges associated with the prevention, early detection, response, and control of invasive species. CISMAs are governed by a steering committee and priorities identified within a strategic plan.

CISMAs differ in the level of EFB infestation in their service area, experience identifying EFB, and their capacity for EFB surveillance and management. Some have been working on stopping its spread for multiple years while others don't have any known EFB populations in their service area. Therefore, subaward amounts and workplans for each CISMA will be developed independently based on their experience, capacity, and existing EFB funding. All CISMAs participating in the project will be provided with funds to conduct a minimum of 20 early detection surveys. CISMAs with known EFB populations will receive additional funding to conduct control actions.

The early detection and control efforts of this project will support the Lake Action and Management Plans (LAMP)s for Lower Michigan's three Great Lakes basins (Lake Michigan, Lake Huron, and Lake Erie). Each of the current LAMPs for these lakes address the threat of invasive species to their basin and all three mention European Frog-bit and the need to address its impact and spread.

With regards to the 2012 Great Lakes Water Quality Agreement (GLWQA), the activities proposed would contribute to the following General Objectives:

(v) “support healthy and productive wetlands and other habitats to sustain resilient populations of native species”

(vii) “be free from the introduction and spread of aquatic invasive species and free from the introduction and spread of terrestrial invasive species that adversely impact the quality of the Waters of the Great Lakes”

GLWQA Annex 2 commits the governments to developing and implementing a Lakewide Action and Management Plan (LAMP) for each Great Lake. The lower peninsula of Michigan and thus, this project, falls within multiple lake basins and would directly address the following priorities of the respective LAMPs:

Lake Erie: EFB is specifically listed as an important invasive species in Lake Erie and Lake St. Clair with established populations.

- Action 21: Early Detection and Rapid Response
- Action 25: Control of Terrestrial and Aquatic Invasive Species
- Action 26: Regional Efforts

Lake Huron: EFB is specifically highlighted as a species that needs to be prevented and controlled in Lake Huron watersheds.

- Action 34: Early Detection and Rapid Response
- Action 38: Control of Terrestrial and Wetland Invasive Species:

Lake Michigan (draft plan, pers. comm., Matt Preisser, EGLE):

- Action 11: Support prevention efforts for AIS and TIS on state Watch Lists.
- Action 13: Implement rapid response actions identified in state and tribal AIS and TIS management plans.
- Action 17: Utilize existing and establish new Cooperative Weed Management Areas (CWMA), Cooperative Invasive Species Management Areas (CISMA) or similar locally-lead groups to address invasive species issues.

9. Proposed Work:

This project addresses the long-term goals of eliminating EFB’s impact on the Great Lakes Basin ecosystem and economy. EGLE WRD will serve as the coordinating agency for this project. It will work with each CISMA to develop a contract, which will include a work plan and budget. EGLE staff will write the project QAPP, organize and lead pre-season training and post-season debrief efforts, and maintain routine contact with CISMAs throughout the project. This project will ensure standardized data collection across the project by using survey collection methods developed by the European Frog-bit Collaborative. All survey data collected will be housed on the EFB Collaborative’s GIS servers and be available through the EFB Collaborative’s website. EGLE WRD has the capacity and expertise to provide oversight and coordination for this project.

This project will increase CISMA capacity to monitor and control EFB, while also advancing the EFB Collaborative’s goals. This project will:

Activity 1 – QAPP development and implementation

To ensure all data collection and analysis is consistent across the project, EGLE WRD staff will develop a Quality Assurance Project Plan in consultation with the CISMA partners. The approved QAPP will be included as a component of all subawards for this project. EGLE WRD staff will cover the contents of the QAPP during each pre-season training and will be available throughout the project to answer QAPP related questions. Once completed and approved, EGLE will provide a copy of the approved QAPP in a semi-annual report to USEPA.

Activity 2 – Develop EFB surveillance and control workplans

Similar to GL00E03033, each participating CISMA will develop an annual workplan with support from EGLE WRD staff. EGLE will provide a workplan template and require it is submitted prior to each field season. The goal of the templates is to ensure common methods/criteria to prioritize sites, standardized surveillance methods for detecting EFB, and standardized pre- and post-treatment monitoring. Prioritization and both survey methods were developed and are maintained by the EFB Collaborative and are available for CISMA use.

As part of the workplan CISMAs will identify all known locations of EFB in their service area and assign a risk level for EFB spreading from the site considering common criteria and using local expertise. Sites that are deemed high risk will be prioritized for control action.

Additionally, sites not known to have EFB but are at a high risk for introduction will be identified using the EFB Collaborative's existing Prioritization app. A minimum of 20 of these sites will have early detection surveillance conducted in each CISMA over the course of this project. The spatial extent and waterbody type of the sites will greatly influence the total number of sites that can be surveyed (e.g., 10 large inland lakes vs. dozens of small stormwater ponds).

This workplan process was used during GL00E03033 and was overall effective. However, during the previous project we identified several aspects of the workplan template that could be improved upon. The following improvements will be implemented in this project

- Adding specific questions to determine risk level. Each question will have yes/no response option. The previous version only asked for the final risk level.
- Moving the site information from quarterly report tabs to columns in the workplan tab. This will allow for easier tracking of prioritized sites across the project (for both the CISMAs and EGLE staff).

Activity 3 – Implement EFB surveillance, control, and assessment field activities

CISMAs will conduct delimitation and early detection surveillance outlined in their workplan in accordance with the QAPP. CISMAs will:

- Conduct early detection monitoring at a minimum of 20 sites. CISMAs will use the Delimitation app, developed and maintained by the EFB Collaborative to collect EFB density while conducting early detection surveys. Specifically, three types of features can be collected by the FieldMaps app: lines, polygons, and points. Differing amounts of data are submitted with each feature: lines and polygons only provide measures of EFB density and distribution, while points allow you to submit additional data about EFB and the surrounding area (e.g., waterbody name/type, the date, EFB life stage, notes, etc.). All locations where EFB is newly detected will receive a response. Response may include public engagement, delimitation, and/or control actions.

- Conduct a minimum of two control actions if EFB is known to be present in their service area at the start of this project. Sites with the highest likelihood of being a source of EFB spread (e.g., public access sites, interconnected waterways, etc.) will be prioritized for control action. These sites may be already known sites, sites where Early Detection and Response (EDR) surveillance found EFB, or a combination. Control actions taken may include either herbicide application, physical removal, or a combination. The minimum of two sites was selected due to the wide range of possible conditions where treatment may occur (e.g., EFB infestation size, habitat type, management action type, etc.). CISMAs will be responsible for obtaining and meeting all requirements for conducting control actions (e.g., Aquatic Nuisance Control permits for herbicide applications).
- Conduct management assessment. At all locations where control actions are taken CISMAs will conduct pre- and post-treatment surveys using the Frog-BATT protocol. Frog-BATT is a standardized method for collecting pre and post data where EFB control is undertaken. The data collected will help inform the EFB Collaborative's efforts to develop best management practices for EFB control.

Activity 4 – Communication and training

Effective communication will be required to successfully implement this project. EGLE WRD will ensure CISMA staff are trained in and implement the existing standardized data collection methods for EFB delimitation and pre- and post-treatment surveys to ensure data is collected consistently across the project.

- EGLE WRD will provide in-person training prior to the start of each field season. Training will cover the use of the Delimitation app (early detection) and pre-post treatment monitoring protocols (Frog-BATT), and QAPP implementation.
- EGLE WRD will conduct routine check-ins during each field season to ensure the project objectives are being met and assist with any problems that arise.
- A post-season debriefing will be held after each field season. These will likely be virtual events.
- EGLE WRD will share project updates and findings at regional meetings as appropriate.

Activity 5 – Semi-annual and Final Reports

This grant requires semi-annual reporting as well as a final report. To ensure the project is progressing appropriately.

- EGLE WRD will submit all semi-annual reports and the final report.
- Reports will summarize results of all subawardee efforts during the appropriate reporting period including identifying early detection survey locations, EFB control actions undertaken (locations, # of acres, and control type), status of project spending, any obstacles encountered and how they were handled and expected activities in the next reporting period.

The successful execution of this project will increase on-the-ground EFB surveillance and control efforts across Michigan with the goal of reducing EFB populations and slowing its spread to new locations. While EFB is considered established in Michigan, there are multiple CISMAs where EFB is not present or at low abundance making early detection and control key to keeping EFB from spreading unchecked. Previous USEPA funding provided the financial support necessary to increase EFB control and early detection by CISMAs with known occurrences. This project will ensure they can sustain this work while also expanding early detection efforts to CISMAs outside of the known EFB distribution. This will result in an increased understanding of the extent of EFB within the state, provide data to assist the EFB Collaborative's mission to minimize impacts of EFB within the Great Lakes, standardize data collection on EFB surveillance, and strengthen CISMAs' capacity to respond to EFB.

*Table 2. Potential subaward recipients for this project. CISMAs who participated in the previous project (GL00E03033) have control activities and deliverables, while CISMAs with no known EFB only have early detection activities and deliverables. * = CISMAs that participated in the last round of funding*

Name of Subrecipient(s) (If known) or identify TBD	Summary of Subrecipient's Unique Capability to Perform the Project	Description of the types of activities (duration in months)	Outputs/Deliverables
1. CAKE CISMA	CISMAs are regional invasive species specialists with specific knowledge of water bodies in their geographic scope, making them best-suited for prioritizing sites and coordinating and conducting on-the-ground effort across sites in their region. CISMAs that have previously participated in USEPA-funded EFB management projects will be able to conduct this work efficiently while also serving as models for first-time participating CISMAs.	Early Detection (27)	20 surveys
2. Huron Heartland/Coastal ISN*		Early Detection + Control (27)	20 surveys + EFB acres controlled
3. Northwest Michigan ISN		Early Detection (27)	20 surveys
4. North Country CISMA*		Early Detection + Control (27)	20 surveys + EFB acres controlled
5. Central Michigan CISMA		Early Detection (27)	20 surveys
6. Saginaw Bay CISMA*		Early Detection + Control (27)	20 surveys + EFB acres controlled
7. West Michigan CISMA*		Early Detection + Control (27)	20 surveys + EFB acres controlled
8. Mid-Michigan CISMA*		Early Detection + Control (27)	20 surveys + EFB acres controlled
9. GiLLS CISMA		Early Detection (27)	20 surveys
10. Lake St. Clair CISMA*		Early Detection + Control (27)	20 surveys + EFB acres controlled
11. Oakland County CISMA*		Early Detection + Control (27)	20 surveys + EFB acres controlled
12. DRWLE CWMA		Early Detection (27)	20 surveys
13. JLW CISMA*		Early Detection + Control (27)	20 surveys + EFB acres controlled
14. BCK CISMA		Early Detection (27)	20 surveys

15. SMIST CISMA	Early Detection (27)	20 surveys
16. SW x SW CISMA	Early Detection (27)	20 surveys

10. Project Results & Measuring Progress:
Subawardee progress will be monitored throughout the project. EGLE WRD requires quarterly reporting from subaward recipients. The required components of the reports will include a narrative summary of accomplished work and a reporting form with site-level updates on EDR surveillance and EFB acres controlled.

Measure 2.2.1.
Output
1. Each CISMA will identify known EFB locations in the service area, identify locations for surveillance.
2. Early detection surveillance will be conducted at identified high-risk introduction locations using standardized EFB surveillance methods. CISMAs will prioritize the aquatic invasive plant locations identified in table 2.3.3 in “Aquatic Invasive Species Interstate Surveillance Framework for the U.S. Water of the Great Lakes, 2019” in Michigan

Outcome
1. CISMAs identify and conduct early detection surveillance at high-risk locations within their service area.
2. At least 20 high-risk locations will have early detection surveillance conducted within each CISMA known to have EFB. This will enable regional partners to better prioritize management efforts with the goal of stopping the spread of EFB to new waterbodies.

Measure 2.2.2.
Output
1. Rapid response: CISMAs will respond to all newly detected EFB populations in their service area.
2. Post-response follow-up: All CISMAs conducting control actions will conduct pre- and post-treatment monitoring.

Outcomes
1. 100% of newly detected EFB populations will receive control actions
2. 100% of control action locations have pre- and post-treatment monitoring data collected

Measure 2.3.1.
Output
1. At least 280 acres of EFB will receive control actions during this project. Control actions will be conducted prior to seed and turion production, when feasible, to reduce propagule pressure. Treatment sites will be prioritized based on potential for spread from the site, cultural or environmental value, and ability to eradicate. Additional considerations include outlier populations and regional partner priorities.

Outcome

1. EFB density will be reduced at all locations receiving control action. When feasible control will occur prior to seed and turion production to disruption of the reproduction cycle, with the purpose of reducing EFB the following growing season. By reducing EFB density and propagule production the chances of EFB spreading to new waterbodies will be lowered. Implementing control is a key component of this project and whenever possible more than two sites will receive control actions.

Other Outputs

1. A QAPP will be developed for this project. The approved QAPP will be included as an appendix in each subaward, which will ensure CISMAs have direct access to the document. Additionally, the contents of the QAPP will be covered during the annual spring training exercises. The approved QAPP will be provided to USEPA in a semi-annual report.
2. CISMA field crews are trained in EFB identification, and survey and pre/post treatment protocols prior to each field season.
3. EGLE will submit semi-annual reports and a final report for this project in accordance with the terms of the grant.

11. Stakeholder/Public Communication/Meetings:
EGLE will hold single-day training workshops prior to each field season to cover field survey methods, EFB identification, and QAPP implementation for all CISMAs participating in the project. The training events will be a required component for the CISMA partner's field teams to ensure accurate data is collected. The expectation is nearly 90% of the attendees will be from the CISMAs conducting the surveillance and management. The remaining 10% will be comprised of EGLE staff or EFB Collaborative members. All training will be free to attend, no income will be generated from the trainings, and no refreshments or meals will be provided. CISMA participants choose to cover the travel costs (food and lodging) to attend the training events as part of their sub-award. If that is the case all costs will comply with federal and state rates. The pre-season training will be offered in person, if possible. Additionally, a virtual post-season debrief will be held at the end of each field season.

The purpose of the training will be to ensure CISMAs are familiar with project methods and EFB identification. The outcome of the workshop will be trained CISMA staff capable of carrying out project activities with a high degree of accuracy and quality. These training workshops are critical to the project to ensure that project activities are appropriately conducted and high-quality data is collected. EGLE will initiate the workshop planning and will host. The workshop will not be advertised to the public but will be required of all subaward recipients via private invitation. The workshop agenda will not have any logos. Some of the SOP reference materials used during the workshop are produced by the EFB Collaborative and will have their logo. It is expected that 90% of the persons attending the workshop will be local CISMA staff, and 10% of the persons attending the meeting/workshop will EGLE and EFB Collaborative state staff. EGLE will prepare training notes from the workshop and disseminate this information back to the appropriate community (CISMAs). No program income will be generated from this workshop, and no registration fees will be charged.

12. International Activities: N/A

13. The National Historic Preservation Act (NHPA) Section 106 deliverables: N/A

14. USEPA Pillar/GLRI Action Plan:
In USEPA's new "Powering the Great American Comeback" initiative, this grant relates to the first pillar "Clean Air, Land, and Water for Every American."

Additionally, this project will directly contribute to Focus Area 2 (Invasive species) of GLRI Action Plan IV through early detection and control of European Frog-bit, an aquatic invasive plant.

Identify how this project relates to the GLRI Action Plan IV MOP number only.

Applicable Measure of Progress – GLRI Action Plan IV	TOTAL ANTICIPATED
Primary MOP	280 acres
2.3.1	The is a project-wide goal for EFB treatment rather than a per CISMA target. This is due to the wide range of acres of EFB between CISMAs.
TOTAL PRIMARY MOP REPORTING STATUS	Number of acres treated
Secondary MOP	**At least 1 response**
2.2.2	Individual CISMAs will respond to all newly detected EFB populations in their service area during this project. All CISMAs conducting control actions will conduct post-treatment surveys to assess their control efforts.
TOTAL SECONDARY MOP REPORTING STATUS	TBD
Tertiary MOP	Project supports measure but will not have a numeric result
2.2.1	Depending on which CISMAs participate, we expect up to seven high priority sites for aquatic plants to be surveyed. However, if a CISMA covering one of the high-priority sites listed below does not participate then those specific locations will not be surveyed.
TOTAL TERTIARY MOP REPORTING STATUS	Saginaw Bay/Saginaw River Mouth (Saginaw Bay CISMA) Benton Harbor/Saint Joseph River Mouth (SW x SW CISMA) Grosse Point Shores/Lake St. Clair (Lake St. Clair CISMA) Lake St. Clair/Clinton River Mouth (Lake St. Clair CISMA) Lakeside/Lake St. Clair (Lake St. Clair CISMA) Grand Haven/Grand River Mouth (West Michigan CISMA) Detroit River/Rouge River Mouth (DRWLE CISMA)

15. Collaboration and Engagement in Project Development and Related Overarching Plans:

This project was developed within the EGLE Water Resources Division's Aquatic Invasive Species Program with engagement of the EFB Collaborative and CISMAs in the Lower Peninsula of Michigan. Prior to submitting the pre-proposal, EGLE staff contacted all CISMAs in the Lower Peninsula to gauge their interest and capacity to participate. All seventeen Lower Peninsula CISMAs expressed interest in participating.

16. Project Milestones:

Table 3. Project GANTT

Activity	Q1 Oct-Dec 2025	Q2 Jan-Mar 2026	Q3 Apr-June 2026	Q4 July-Sept 2026	Q5 Oct-Dec 2026	Q6 Jan-Mar 2027	Q7 Apr-June 2027	Q8 July-Sept 2027	Q9 Oct-Dec 2027
1. QAPP development									
Write and approve QAPPs	X	X							
2. Develop EFB surveillance and control workplans									
List of known EFB locations		X				X			
Identify and prioritize high-risk sites for early detection surveys		X				X			
3. Field activities									
EDR surveillance actions			X	X	X		X	X	
Control actions			X	X	X		X	X	
Conduct management assessment			X	X	X		X	X	
4. Communication and training									
Pre-season training event			X				X		
Routine check-ins	X	X	X	X	X	X	X	X	
Post-season debrief meeting					X				X
Present findings at conference(s)					X				X
5. Reporting									
Semi-annual reporting			X		X		X		
Final report									X

17. Cooperative Agreement: N/A

18. Pre-Award Costs: N/A

19. Timely Fiscal Expenditures:

Table 4. Anticipated expenditure timeline.

Expenditure Period (6-month increment)	Anticipated Drawdown Date	Estimated Amount

10/01/25-03/31/26	**04/15/26**	**$110,000**
04/01/26-09/31/26	**10/15/26**	**$110,000**
10/01/26-03/31/27	**04/15/27**	**$110,000**
04/01/27-09/31/27	**10/15/27**	**$110,000**
10/01/27-12/31/27	**01/15/2028**	**-0-**

20. Workplan Appendices and Attachments: N/A

21. GLRI Budget Narrative:

$440,000 is being requested to implement this project across Michigan's Lower Peninsula. EGLE staff will use $8,520 for staff time to write the QAPP, organize and execute the training and debriefing meetings, and compiling and submitting required grant reports. $424,700 of this grant funding will be directed to Michigan CISMAs through subawards. The amount requested for subawards is based on the estimated cost for each CISMA to implement standardized monitoring and management activities.

96.5 % of this grant funding will be directed to up to 16 Michigan CISMAs. These funds will be used to increase surveillance and management of EFB across Michigan's Lower Peninsula using standardized survey and proven treatment methods. The remaining 3.5% will be spent by EGLE WRD to cover project administration and present project results at a regional Invasive Species conference(s).

Personnel and Fringe Benefits (grant funds)

EGLE WRD staff will use $8,520 for personnel and fringe costs ($6,000 for Personnel and $2,520 for Fringe). The salary rate provided in the budget template is the rate for the project coordinator (Tom Alwin). Fringe rates are calculated at 42% and include health and dental benefits, and retirement benefits. EGLE WRD staff will spend time working with CISMAs to develop workplans, review and approve all quarterly reports and reimbursement requests, help resolve issues, and plan and execute training workshops.

Supplies

EGLE WRD is allocating $72 to purchase supplies for this project. We anticipate using the funds to purchase materials for the annual pre-season training events which includes general office supplies and engagement materials.

Travel

EGLE staff will attend a minimum of one Great Lakes regional conference and present on the efforts and outcomes of this project. We are allocating $5000 to cover attendance fees, travel, meals, and lodging. The Upper Midwest Invasive Species Conference (UMISC) is a 4-day conference normally held outside of Michigan – it will be held in La Crosse, Wisconsin in 2026. EGLE plans to send 4 staff to UMISC, which will account for the airfare, lodging, meals, and taxi portions of the travel budget (Table 2).

M&IE Breakdown

	Day 1	**Day 2**	**Day 3**	**Day 4**	**Total**
Staff 1	$51	$68	$68	$51	$238
Staff 2	$51	$68	$68	$51	$238

Staff 3	$51	$68	$68	$51	$238
Staff 4	$51	$68	$68	$51	$238
					$952

Table 5. Estimated costs for EGLE travel during this project.

Cost category	Unit Cost	Quantity	Extension
Airfare (Conference)	$562	4 people	$2248
Mileage (annual training)	$0.44	636 miles	$280
Meals/day (Conference)	$51/68	16 (4 days for 4 people)	$952
Lodging (Conference)	$110/night	12 (3 nights for 4 people)	$1320
Car rental/Taxi ride (Conference)	$100	2 (to and from airport)	$200
		TOTAL	$5000

Other

We estimate that 55% of the subaward funds will be spent on staff time to conduct standardized surveys and/or treatment, attend training, and report writing, 40% will be used to conduct EFB management actions, and the remaining 5% will be used for public engagement efforts and completing quarterly reports to EGLE.

The subawards from this project will provide CISMAs with the necessary funding to increase EFB surveillance and management, which directly contributes to the goals of the Great Lakes LAMPs. Each CISMA is in a unique position regarding the level of EFB infestation as well as their experience monitoring and managing EFB. Subaward amounts will be based on individual CISMA needs and directly related to the finalized workplans. Workplans with formal budgets will be tailored to the CISMA's capacity, known EFB extent in their service area, and the number and size of high-risk sites where early detection surveillance is needed. Due to the current uncertainty related to each CISMA's specific financial need, specific subaward amounts are not possible to provide at this time. Each subaward will require the CISMA to submit quarterly progress reports that will be consolidated into reporting to USEPA. Subaward budgets will contain a combination of

- Staff hours and fringe – field crew members and administrative staff for grant reporting
- Travel – Early detection and control activities and annual training event
- Supplies – waders, rain gear, kayaks, paddles, safety gear (PFDs, sunscreen, bug spray, etc.)
- Contracted control actions – herbicide treatment, mechanical removal, etc.
- Public engagement materials/activities – Printing, presenting to stakeholders, social media posts, etc.

All subaward workplans and budgets will comply with federal Terms & Conditions, regulations and cost principles of this grant. Signed subaward workplans and budgets will be included in the appropriate semi-annual report to USEPA.

DTMB

EGLE pays the Department of Technology, Management, and Budget 5% of all salary and fringe benefits to cover support for computers and technology.

Table 6. Project budget

Expenses	USEPA Funding
Personnel	
(1) Project Manager @ $45.86/hrs x 130.833 hrs	$6000
TOTAL PERSONNEL	$6000
Fringe Benefits	
42% of Salary and Wages	($2,520)
- Retirement, Health Benefits, FICA, SUI	$2,520
TOTAL FRINGE BENEFITS	$2,520
Travel	
Air fare	$2,248
Mileage	$280
Meals and incidentals	$952
Lodging	$1,320
Car rental/taxi	$200
TOTAL TRAVEL	$5,000
Equipment	
TOTAL EQUIPMENT	$0
Supplies	
Office supplies	$36
Training materials	$36
TOTAL SUPPLIES	$72
Contractual	
TOTAL CONTRACTUAL	$0
Other	
Subawards to CISMAs	$424,700
DTMB Fees	$426
TOTAL OTHER	$425,126
Indirect Charges	
Federal Negotiated Indirect Cost Rate 15.05% (Indirect Rate x Personnel = Indirect Costs; as negotiated)	$1282
TOTAL INDIRECT	$1282
TOTAL FUNDING	$440,000
TOTAL PROJECT COST	$440,000

The collaborative nature of this project with EGLE coordinating and CISMAs implementing action will increase the control of EFB in Michigan and provide standardized monitoring results, while furthering the goals of multiple Great Lakes LAMPs, the EFB Collaborative's Regional Strategic Plan, the State of Michigan's Aquatic Invasive Species State Management Plan, and regional CISMAs' strategic plans.

Budget

Below are screen captures of the budget. The actual spreadsheet is provided as a separate Excel file.

MICHIGAN DEPARTMENT OF ENVIRONMENT, GREAT LAKES, AND ENERGY
WATER RESOURCES DIVISION
SEDIMENT AND AQUATIC INVASIVE SPECIES UNIT
PROJECT BUDGET FORM

Grantee Name:	Oakland County		
Project Name:	Detecting and Controlling European Frog-bit in Michigan Waters		
Tracking Code Number:	AISEFB26-08		
			GRANT AMOUNT
Staffing			$ -
Fringes			$ -
STAFFING AND FRINGE BENEFITS Subtotal			$ -
CONTRACTUAL SERVICES	**HOURS or UNITS**	**RATE or TOTAL**	
PLM Lake & Land Management Corp	1.00	$ 42,000.00	$ 42,000.00
		$ -	$ -
		$ -	$ -
		$ -	$ -
		$ -	$ -
		$ -	$ -
		$ -	$ -
		$ -	$ -
		$ -	$ -
		$ -	$ -
		$ -	$ -
		$ -	$ -
CONTRACTUAL SERVICES Subtotal			$ 42,000.00
SUPPLIES, MATERIALS AND EQUIPMENT			
SUPPLIES & MATERIALS (itemize)	**QUANTITY**	**COST**	
		$ -	$ -
		$ -	$ -
		$ -	$ -
		$ -	$ -
		$ -	$ -
		$ -	$ -
		$ -	$ -
		$ -	$ -
		$ -	$ -
		$ -	$ -
		$ -	$ -
		$ -	$ -
		$ -	$ -
		$ -	$ -
		$ -	$ -
SUPPLIES AND MATERIALS Subtotal			$ -
EQUIPMENT (any item over $5000)			
		$ -	$ -
		$ -	$ -
EQUIPMENT Subtotal			$ -
SUPPLIES, MATERIALS AND EQUIPMENT Subtotal			$ -
TRAVEL			
MILEAGE			$ -
LODGING			$ -
MEALS			$ -
OTHER TRAVEL (itemize)			
		$ -	$ -
		$ -	$ -
TRAVEL Subtotal			$ -
PROJECT Subtotal			$ 42,000.00
INDIRECT COSTS	0.00%	**Rate**	$ -
TOTAL GRANT BUDGET			$ 42,000.00
SUMMARY OF INDIRECT CHARGES:			
NA			

STAFFING DETAILS

Grantee Name	**Oakland County**
Project Name	**Detecting and Controlling European Frog-bit in Michigan Waters**
Tracking Code	**AISEFB26-08**

Name	Position Title	Estimated Hours	Hourly Rate Range Current *	Hourly Rate Range Projected Highest **	Fringe Rate (Max. 40%)
Patrick Canniff	CISMA/Outreach Coordinator	NA	$ -	$ -	
Maya Gonzalez	Outreach Specialist	NA	$ -	$ -	
Eric Diesing	Freshwater Coordinator	NA	$ -	$ -	
Katri Studtmann	Freshwater Specialist	NA	$ -	$ -	
			$ -	$ -	
			$ -	$ -	
			$ -	$ -	
			$ -	$ -	
			$ -	$ -	
			$ -	$ -	
			$ -	$ -	
			$ -	$ -	
			$ -	$ -	
			$ -	$ -	
			$ -	$ -	
			$ -	$ -	

*** Current hourly rate is the rate for each position when the contract starts.**

**** Projected highest hourly rate is the anticipated maximum rate for each position during the contract period.**



Figure 2. Illustration of European Frog-bit plant.

People with disabilities may request this material in an alternate format by emailing EGLE-Accessibility@Michigan.gov or calling 800-662-9278.

EGLE does not discriminate on the basis of race, sex, religion, age, national origin, color, marital status, disability, political beliefs, height, weight, genetic information, or sexual orientation in the administration of any of its programs or activities, and prohibits intimidation and retaliation, as required by applicable laws and regulations.

OAKLAND COUNTY MICHIGAN
BOARD OF COMMISSIONERS

AGENDA ITEM: Grant Acceptance from the State of Michigan for the FY 2026 Invasive Species Grant Program
DEPARTMENT: Parks & Recreation
MEETING: Legislative Affairs & Government Operations Committee
DATE: Tuesday, June 2, 2026 9:00 AM - Click to View Agenda

ITEM SUMMARY SHEET

COMMITTEE REPORT TO BOARD

Resolution #2026-6614
Motion to approve the FY 2026 Michigan Invasive Species Grant Program funding in the amount of $80,000 from the Michigan Department of Natural Resources for the period of May 1, 2026 through April 30, 2027; further, authorize the Chair of the Board of Commissioners to execute the agreement on behalf of the County; further amend the FY 2026 budget according to the attached Schedule A - Budget Amendment.

ITEM CATEGORY	SPONSORED BY
Grant	Brendan Johnson

INTRODUCTION AND BACKGROUND

Oakland County Parks (OCP) has been awarded FY 2026 Michigan Invasive Species Grant Program (MISGP) funding in the amount of $80,000 from the Michigan Department of Natural Resources (MDNR).

The MISGP provides funding for a number of competitive grant categories and also provides non-competitive funding for the core operation of Cooperative Invasive Species Management Areas (CISMAs) including the Oakland County CISMA, which is operated by OCP.

OCP will use the funds to continue road right-of-way treatments of invasive species in partnership with the Road Commission for Oakland County (RCOC), treatment of high priority species and education and outreach materials.

The grant period is from May 1, 2026 through April 30, 2027.

POLICY ANALYSIS

This request is to approve the attached grant agreement to accept $80,000 in grant funding for the FY 2026 Invasive Species Grant Program. This is the third year that Oakland County Parks has applied for and received MDNR funding for invasive species management. Last year, Oakland County Parks received $69,700 in funding for this grant.

The grant period begins from the time of execution of the agreement until April 30, 2027. This program serves the residents of Oakland County by providing educational materials about invasive species, how to identify them and how to prevent the spread of them.

Financial Impact
The fiscal impact is short term as the initial cost will be covered by Parks and Recreation, but then an amount not to exceed $80,000 will be reimbursed by the Michigan Department of Natural Resources.

Parks and Recreation Commission Approval
This item is on the June 3, 2026, Parks and Recreation Commission agenda for consideration.
FISCAL IMPACT: Budget Amendment Attached

Committee members can contact Pam Worthington, Analyst at 248.613.8325 or worthingtonp@oakgov.com or the department contact persons listed for additional information.

CONTACT

Chris Ward, Director Parks & Recreation

ITEM REVIEW TRACKING

Haley Hansen, Parks & Recreation	Created/Initiated - 5/19/2026
Chris Ward, Parks & Recreation	Approved - 5/19/2026
Pamela Worthington, Board of Commissioners	Approved - 5/21/2026
John Layman, Fiscal Services	Approved - 5/21/2026
Diana McBroom, Risk Management	Approved - 5/21/2026
Solon Phillips, Corporation Counsel	Approved - 5/26/2026
Sheryl Johnson, Fiscal Services	Approved - 6/1/2026
Pamela Worthington, Board of Commissioners	Approved - 6/1/2026
Brendan Johnson, Board of Commissioners	Final Approval - 6/2/2026

AGENDA DEADLINE: 05/19/2026 4:30 PM

ATTACHMENTS

1. Schedule A - FY2026 Michigan Invasive Species Grant
2. Grant Review Sign-Off_SOM Invasive Species Grant
3. Project Agreement_ SOM Michigan Invasive Species Grant Program

COMMITTEE TRACKING

2026-06-02 Legislative Affairs & Government Operations - Recommend to Board
2026-06-11 Full Board

Motioned by: Commissioner Linnie Taylor
Seconded by: Commissioner Karen Joliat

Yes: Ann Erickson Gault, Marcia Gershenson, Robert Hoffman, Brendan Johnson, Karen Joliat, Penny Luebs, Linnie Taylor (7)
No: None (0)
Abstain: None (0)
Absent: (0)
Passed

Oakland County, Michigan

Parks & Recreation - FY2026 Michigan Invasive Species Grant

Schedule "A" DETAIL

R/E	Fund Name	Division Name	Fund # (FND)	Cost Center (CCN) #	Account # (RC/SC)	Program # (PRG)	Grant ID (GRN) #	Project ID # (PROJ)	Region (REG)	Budget Fund Affiliate (BFA)	Ledger Account Summary	Account Title	FY 2026 Amendment	FY 2027 Amendment	FY 2028 Amendment
R	Parks and Recreation	PR Natural Resources	FND50800	CCN-5060103	RC615571	PRG-160432	GRN-1004872				615000	State Operating Grants	$80,000	$-	$-
													$80,000	$-	$-
E	Parks and Recreation	PR Natural Resources	FND50800	CCN-5060103	SC730633	PRG-160432	GRN-1004872				730000	Environmental	$80,000	$-	$-
												Total Expenses	$80,000	$-	$-

GRANT REVIEW SIGN-OFF – Parks and Recreation

GRANT NAME: FY2026 Invasive Species Grant Program AWD00816
FUNDING AGENCY: Michigan Department of Natural Resources
DEPARTMENT CONTACT: Haley Hansen 248-766-9996
STATUS: Acceptance (Greater than $10,000)
DATE: 06/01/20206

Please be advised that the captioned grant materials have completed the internal grant review. The comments returned are below.

The Board of Commissioners' liaison committee resolution and grant acceptance package (which should include this sign-off and the grant agreement/contract with related documentation) should be downloaded into Civic Clerk on the next agenda(s) of the appropriate Board of Commissioners' committee(s) for grant acceptance by Board resolution.

DEPARTMENT REVIEW

Approved	05/21/2026 03:10:37 PM	05/28/2026	Hailey Matthews (28332) (Grant Review Departments)	1	Hailey Matthews: Approved by Human Resources. No position implications. HR action is not needed.
Approvers Added	05/22/2026 08:41:39 AM	05/28/2026	Kate Alexander (29532) (Grant Review Departments)	1	Kate Alexander: CC Assigned Attorney: Brooke Tucker, CC File #2026-0777
Approved	05/22/2026 08:41:39 AM	05/28/2026	Kate Alexander (29532) (Grant Review Departments)	1	
Approved	05/22/2026 12:39:26 PM	05/28/2026	Shannon Lee (29084) (Grant Review Departments)	1	
Approved	05/26/2026 04:15:41 PM	05/29/2026	Brooke Tucker (42690)	1	
Approved	05/29/2026 08:57:22 AM	05/28/2026	Diana McBroom (40948) (Grant Review Departments)	1	

2025 Invasive Species Grant Program Project Agreement

This information is required by authority of Part 5 of Act 451, P.A. 1994 as amended, to receive funds.

This Agreement is between Oakland County , Unit of Government (Federal, Tribal, State, Local), in the county of Oakland County, hereinafter referred to as the "GRANTEE," and the MICHIGAN DEPARTMENT OF NATURAL RESOURCES, an agency of the State of Michigan, hereinafter referred to as the "DEPARTMENT." Funds are appropriated from the State of Michigan General Fund to the DEPARTMENT for the Michigan Invasive Species Grant Program (MISGP), through which the DEPARTMENT may issue grants for projects in the state that address strategic issues of prevention, detection, eradication, and control for both terrestrial and aquatic invasive species.

The purpose of this Agreement is to provide funding in exchange for work to be performed for the project named below. This Agreement is subject to the terms and conditions specified herein.

Project Title: Enhancing OC CISMA Across Oakland County

Project #: IS25-0062

Amount of grant: $80,000.00

Start Date: Date of Execution by DEPARTMENT

End Date: 04/30/2027

As a precondition to the execution of the Agreement, the GRANTEE is required to sign the Agreement and return it via MiGrants to the DEPARTMENT within 60 days of the date the Agreement is issued, or the Agreement may be cancelled by the DEPARTMENT. **This Agreement is not effective until the GRANTEE has signed it, returned it, and the DEPARTMENT has signed it.** The Agreement is considered executed when signed by the DEPARTMENT.

The individuals signing below certify by their signatures that they are authorized to sign this Grant Agreement on behalf of their agencies, and that the parties will fulfill the terms of this Agreement, including any attached appendices, as set forth herein.

GRANTEE

SIGNED

By: _____

Title: _____

Date: _____

CV0048080 (SIGMA Vendor Number)

00172 (SIGMA Address ID)

MICHIGAN DEPARTMENT OF NATURAL RESOURCES

SIGNED

By: _____

Clay Summers, Grants Manager

_____

Date of Execution by DEPARTMENT

I. CONTACT INFORMATION

This Agreement shall be administered on behalf of the DEPARTMENT by the Grants Management Office. All reports, documents, or actions required of the GRANTEE shall be submitted to the contact below.

GRANTEE ADMINISTRATIVE CONTACT	DEPARTMENT ADMINISTRATIVE CONTACT
	Kelsey Dietz - MISGP Program Manager
Name/Title	Name/Title
	Grants Management/Finance & Operations/Lansing
Organization	Organization
	525 W. Allegan Street, Lansing, MI 48933
Address	Address
	P.O Box 30425
Address	Address
	(517) 388-8473
Telephone Number	Telephone Number
	dietzk2@michigan.gov
E-mail Address	E-mail Address

All notices, reports, requests or other communications hereunder shall be sufficiently given when mailed or emailed and addressed as indicated in this section. The DEPARTMENT and GRANTEE may by written notice designate a different address to which subsequent notices, reports, requests, or other communications shall be sent.

II. PROJECT SCOPE

The MISGP application #IS25-0062 uploaded to MiGrants is, by this reference, made part of this Agreement. This Agreement, together with the application, constitutes the entire Agreement between the parties.

Costs must be allowable, allocable, reasonable and consistent with the budget identified for completing the project as described in the application, including modifications to the application, which must be requested and approved in writing. Only the agreed-upon project costs incurred during the project period are eligible for grant payment, unless otherwise approved in writing by the DEPARTMENT.

III. PROJECT PERIOD

The project period is from the date of execution by the DEPARTMENT through the end date identified on page 1 of this Agreement. The GRANTEE is expected to complete the project within the project period. Requests by the GRANTEE to extend the project period must be made in writing a minimum of 30 days before the expiration of the project period. Extensions to the project period are at the discretion of the DEPARTMENT and may be made only by an amendment to this Agreement.

IV. GRANTEE DELIVERABLES AND REPORTING REQUIREMENTS

The GRANTEE must complete and submit via MiGrants, bi-annual progress reports in accordance with the template and instructions provided by the DEPARTMENT. This includes, but is not limited to, a narrative report and deliverables tracking progress on the project proposed in the application as part of this Agreement.

Reporting Period	Due Date
Date of Execution - March 31	April 30
April 1 - September 30	October 30

The GRANTEE is also required to adhere to the following requirements independent of progress reporting:

- The GRANTEE in consultation with the technical contact assigned to their grant must submit project data to the Midwest Invasive Species Information Network (MISIN).
- The GRANTEE based upon a request from the DEPARTMENT shall provide all project research or field collected data and other associated materials pertaining to the identified scope of work outlined in the agreement and / or application. Refer to section VIII. “Use of Material and Intellectual Property Rights and Licenses”.
- The GRANTEE in consultation with the technical contact assigned to their grant must provide the DEPARTMENT a 30-day advance notice of the date, time, and location for outreach activities, trainings, workshops or field work.
- The GRANTEE in consultation with the technical contact assigned to their grant must provide the DEPARTMENT a 30-day review period for communication/outreach material and acknowledge funding by the MISGP program.

Within 60 days of project completion, the GRANTEE must submit a final narrative report, final deliverables, and a final reimbursement request via MiGrants and in accordance of the instructions provided by the DEPARTMENT.

V. CHANGES

Any changes to this Agreement requested by GRANTEE must be made in writing to the DEPARTMENT and are subject to DEPARTMENT approval in its sole discretion. Changes requiring an amendment to this Agreement, will be executed by the DEPARTMENT and the GRANTEE in the same manner as this Agreement.

VI. GRANTEE RESPONSIBILITIES

The GRANTEE agrees to abide by all applicable local, state, and federal laws, rules, ordinances, and regulations in the performance of this grant.

The GRANTEE agrees to obtain all necessary permits before commencement of the project. This Agreement shall not be construed to obligate the DEPARTMENT or any other agency to issue any permit required for the completion of the project. It is the sole responsibility of the GRANTEE to determine what permits are required for the project, secure the needed permits and remain in compliance with such permits. The GRANTEE will retain a copy of all permits in the file and make them available to the DEPARTMENT upon request.

The GRANTEE affirms to have control of the project area through fee-simple title, lease or other recorded interest in the project area or written permission from the owner of the project area to complete project activities.

The GRANTEE, their contractors and volunteers will take steps to minimize the risk of spreading terrestrial and aquatic invasive species during this project. Selection of project-appropriate measures should be dependent on the type of work being conducted and the specific situation, including proper decontamination and disposal. Consult the Invasive Species Decontamination Guide for Field Operations in Michigan at www.michigan.gov/invasives for details

The GRANTEE agrees to abide by all state and federal threatened and endangered species regulations when providing treatment for aquatic and terrestrial invasive species.
The GRANTEE agrees to follow all state and federal laws related to pesticide application.

This Agreement shall not be construed to require the DEPARTMENT to operate or maintain or to contribute to the operation or maintenance of the project improvements and associated project activities that are the subject of this Agreement for the course of the expected useful life.

The GRANTEE is solely responsible for the operation and maintenance of the project activities that are the subject of this Agreement and the actions of any employee or agent of the GRANTEE acting within the scope of their employment or agency.

The GRANTEE shall comply with the Employers Engaging in Unfair Labor Practices Act, 1980 PA 278, as amended, MCL 423.321 et seq.

VII. PURCHASING AND CONTRACTING

The GRANTEE agrees to adhere to all contracting and procurement requirements as outlined in the MISGP Handbook for the year the grant award was issued or the most recent MISGP Handbook.

The DEPARTMENT reserves the right to deny the use of any consultant, contractor, associate, or other personnel to perform any portion of the project. The GRANTEE is solely responsible for all contractual activities performed under this Agreement. Further, the DEPARTMENT will consider the GRANTEE to be the sole point of contact with regard to contractual matters, including payment of any and all charges resulting from the anticipated grant. All subcontractors used by the GRANTEE in performing the project shall be subject to the provisions of this Agreement and shall be

qualified to perform the duties required.

VIII. USE OF MATERIAL AND INTELLECTUAL PROPERTY RIGHTS AND LICENSES

Unless otherwise specified in this Agreement, the GRANTEE may release information or material developed under this Agreement, provided it includes specific recognition of assistance received from the MISGP.

For research related Agreement Activities, State acknowledges that Grantee will be the sole and exclusive owner to all right, title, and interest in Grantee Data, and research related Agreement Activities, excluding State Data. "Grantee Data" shall be defined as data collected from sources other than the State or data generated as the result of the research related Agreement Activities. Grantee grants the State a royalty-free, perpetual, non-exclusive, irrevocable, and unlimited license to use, publish, or otherwise distribute all such research related Agreement Activities, Grantee Data, materials, or ideas created and developed by Grantee under this Agreement for non-commercial purposes, throughout the world. Ownership of anything created by Grantee shall be subject to 37 CFR Part 401. For Agreement Activities that are Works Made for Hire as defined in Section 101 of the Copyright Act of 1976, Grantee hereby acknowledges that the State is and will be the sole and exclusive owner of all right, title, and interest in the Agreement Activities and all associated intellectual property rights.

IX. ASSIGNABILITY

This Agreement and grant may not be transferred or assigned to any other agency, group, or individual without prior written approval by the DEPARTMENT.

X. NON-DISCRIMINATION

The GRANTEE shall comply with the Elliott Larsen Civil Rights Act, 1976 PA 453, as amended, MCL 37.2101 et seq., the Persons with Disabilities Civil Rights Act, 1976 PA 220, as amended, MCL 37.1101 et seq., and all other federal, state, and local fair employment practices and equal opportunity laws and covenants that it shall not discriminate against any employee or applicant for employment, to be employed in the performance of this Agreement, with respect to his or her hire, tenure, terms, conditions, or privileges of employment, or any matter directly or indirectly related to employment, because of his or her sex, race, color, religion, national origin, residence, age, height, weight, familial status, marital status or disability that is unrelated to the individual's ability to perform the duties of a particular job or position. The GRANTEE agrees to include in every subcontract entered into for the performance of this Agreement this covenant not to discriminate in employment. A breach of this covenant is a material breach of this Agreement.
No individual shall be denied access to grant-funded facilities or activities on the basis of sex, race, color, religion, national origin, residence, age, height, weight, familial status, marital status or disability.

XI. LIABILITY

The GRANTEE hereby represents that it will defend any suit brought against either party that involves title, ownership, or specific rights, including appurtenant riparian rights, of any lands controlled by the GRANTEE connected with or affected by the project.

The GRANTEE is responsible for all claims, demands, judgments, and expenses, including attorney fees, from any and all loss, damage, or injury to person or property, or death arising under or in any manner related to the Agreement, the activities authorized by the Agreement or the use and occupancy of the premises, project area or facilities.

XII. CONFLICT OF INTEREST

No government employee, or member of the legislative, judicial, or executive branches, or member of the GRANTEE's Board of Directors, its employees, partner agencies, or their families shall benefit financially from any part of this Agreement.

XIII. ANTI-LOBBYING

The GRANTEE shall not use any of the grant funds awarded in this Agreement for the purpose of lobbying as defined in the State of Michigan's lobbying statute, MCL 4.415(2). "'Lobbying' means communicating directly with an official of the executive branch of state government or an official in the legislative branch of state government for the purpose of influencing legislative or administrative action."

XIV. DEBARMENT AND SUSPENSION

By signing this Agreement, the GRANTEE certifies to the best of its knowledge and belief that it, its agents, and its subcontractors:

1. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal department or the state.
2. Have not within a three-year period preceding this Agreement 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, as defined in 45 CFR 1185; 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.
3. Are not presently indicted or otherwise criminally or civilly charged by a government entity (federal, state, or local) with commission of any of the offenses enumerated in subsection (2).
4. Have not within a three-year period preceding this Agreement had one or more public transactions (federal, state, or local) terminated for cause or default.

XV. IRAN SANCTIONS ACT

By signing this Agreement, the GRANTEE is certifying that it is not an Iran linked business, and that its contractors are not Iran linked businesses, as defined in MCL 129.312.

XVI. AUDIT AND ACCESS TO RECORDS

The DEPARTMENT reserves the right to conduct a programmatic and financial audit of the project and may withhold payment until the audit is satisfactorily completed. The GRANTEE will be required to maintain all pertinent records and evidence pertaining to this Agreement, including grant funds, in accordance with generally accepted accounting principles and other procedures specified by the State. The State or any of its duly authorized representatives must have access, upon reasonable notice, to such books, records, documents, and other evidence for the purpose of inspection, audit, and copying. The GRANTEE will provide proper facilities for such access and inspection. All records must be maintained for a minimum of seven years after the final payment has been issued to the GRANTEE by the DEPARTMENT.

XVII. INSURANCE

The GRANTEE shall acquire and maintain insurance which will protect the GRANTEE from claims which may arise out of or result from the GRANTEE'S operations under this Agreement, whether performed by the GRANTEE, a subcontractor or anyone directly or indirectly employed by the GRANTEE, or anyone for whose acts may hold them liable. Such insurance shall be with companies authorized to do business in the State of Michigan in such amounts and against such risks as are ordinarily carried by similar entities, including but not limited to public liability insurance, worker's compensation insurance or a program of self-insurance complying with the requirements of Michigan law. The GRANTEE shall provide evidence of such insurance to the DEPARTMENT at its request.

XVIII. OTHER SOURCES OF FUNDING

The GRANTEE agrees to notify the DEPARTMENT immediately if funding for the same or a substantially similar project is received and to cease all activity under this Agreement until the difference in scope between projects is identified and agreed upon by all parties.
The GRANTEE guarantees that any claims for reimbursement made to the DEPARTMENT under this Agreement must not be financed by any source other than the DEPARTMENT under the terms of this Agreement. If funding is received through any other source, the GRANTEE agrees to delete from GRANTEE's billings, or to immediately refund to the DEPARTMENT, the total amount representing such duplication of funding.

XIX. ADVANCE AND REIMBURSEMENT

The DEPARTMENT will make payment to the GRANTEE as follows:

1. The DEPARTMENT will pay the GRANTEE a total amount not to exceed the amount on page 1 of this Agreement, in accordance with the application. Any cost overruns incurred to complete the project activities called for by this Agreement shall be the sole responsibility of the GRANTEE.
2. To be eligible for payment, the GRANTEE must submit a complete payment request to the DEPARTMENT on form(s) provided by the DEPARTMENT and have satisfied all progress reporting requirements due prior to the date of the payment request.
3. The GRANTEE may request up to fifty percent (50%) of the approved grant amount as an advance prior to incurring costs. The advance amount requested must be reasonable in relationship to the project's cash flow and necessary for the success of the project. The entire advance amount must be earned and documented on a reimbursement request before additional payments will be made to the GRANTEE.
4. The GRANTEE is required to submit documentation of all costs incurred to the project. Documentation of expenditures must meet written DEPARTMENT requirements as specified in the MISGP Handbook for the year the grant was issued or the most recent version of the MISGP handbook. The DEPARTMENT reserves the right to request additional information necessary to substantiate payment.
5. The GRANTEE must submit a reimbursement request within six months of incurring project expenses. The reimbursement request must be for a specific identified time period and must contain all grant expenses that have occurred during that time period. Expenses not submitted within the correct time period or older than six months may be considered ineligible for payment.
6. The GRANTEE must be a registered vendor with the State of Michigan SIGMA Vendor Self Service (VSS) system to receive payments. The registration website is: https://sigma.michigan.gov/PRDVSS1X1/Advantage4. All grant funds will be paid by Electronic Funds Transfer (EFT).
7. Due to the State's year-end closing procedures, an estimate of expenditures from the GRANTEE's last reimbursement request through September 30 must be submitted to allow the State to complete its accounting for that fiscal year. Advance notification regarding the due date for the estimate of expenditures will be sent to

the GRANTEE.

8. The DEPARTMENT will hold back 10% of the approved grant amount until review and approval of project completion. Final payment of the remaining ten percent (10%) of the approved grant amount will be released upon DEPARTMENT approval of the GRANTEE's Final Narrative Report, Final Deliverables Workbook, Final Reimbursement Request and satisfactory project completion as determined by the DEPARTMENT.

XX. CLOSEOUT

A determination of project completion, which may include a site inspection and an audit, shall be made by the DEPARTMENT after the GRANTEE has satisfactorily completed the reporting activities, and provided products and deliverables described in the application.

Upon issuance of final payment from the DEPARTMENT, the GRANTEE releases the DEPARTMENT of all claims against the DEPARTMENT arising under this Agreement. Unless otherwise provided in this Agreement or by State law, final payment under this Agreement shall not constitute a waiver of the DEPARTMENT's claims against the GRANTEE. All records must be maintained for a minimum of seven years after the final payment has been issued to the GRANTEE by the DEPARTMENT.

The GRANTEE shall immediately refund to the DEPARTMENT any payments in excess of the costs allowed by this Agreement.

XXI. CANCELLATION

This Agreement may be canceled by the DEPARTMENT, upon 30 days written notice, due to Executive Order, budgetary reduction, other lack of funding, upon request by the GRANTEE, or upon mutual Agreement by the DEPARTMENT and GRANTEE. The DEPARTMENT may honor requests for just and equitable compensation to the GRANTEE for all satisfactory and eligible work completed under this Agreement up until 30 days after written notice, upon which time all outstanding reports and documents are due to the DEPARTMENT and the DEPARTMENT will no longer be liable to pay the GRANTEE for any further charges to the grant.

XXII. TERMINATION

This Agreement may be terminated by the DEPARTMENT as follows:

1. Upon 30 days written notice to the GRANTEE:
    a. If the GRANTEE fails to comply with the terms and conditions of the Agreement, or with the requirements of the authorizing legislation, or the rules promulgated thereunder, or other applicable law or rules.
    b. If the GRANTEE knowingly and willingly presents false information to the DEPARTMENT for the purpose of obtaining this Agreement or any payment under this Agreement.
    c. If the DEPARTMENT finds that the GRANTEE, or any of the GRANTEE's agents or representatives, offered or gave gratuities, favors, or gifts of monetary value to any official, employee, or agent of the State in an attempt to secure a subcontract or favorable treatment in awarding, amending, or making any determinations related to the performance of this Agreement.
    d. If the GRANTEE or any subcontractor, manufacturer, or supplier of the GRANTEE appears in the register of persons engaging in unfair labor practices that is compiled by the Michigan Department of Licensing and Regulatory Affairs or its successor.
    e. During the 30-day written notice period, the DEPARTMENT shall withhold payment for any findings under subparagraphs a through d, above and the GRANTEE will immediately cease charging to the grant.
2. Immediately and without further liability to the DEPARTMENT if the GRANTEE, or any agent of the GRANTEE, or any agent of any subcontract is:
    a. Convicted of a criminal offense incident to the application for or performance of a State, public, or private contract or subcontract;
    b. Convicted of a criminal offense, including but not limited to any of the following: embezzlement, theft, forgery, bribery, falsification or destruction of records, receiving stolen property, or attempting to influence a public employee to breach the ethical conduct standards for State of Michigan employees;
    c. Convicted under state or federal antitrust statutes;
    d. Convicted of any other criminal offense that, in the sole discretion of the DEPARTMENT, reflects on the GRANTEE's business integrity; or
    e. Added to the federal or state Suspension and Debarment list.

If the DEPARTMENT terminates this agreement as provided in Section XXII, the DEPARTMENT may require the GRANTEE to repay all or a portion of funds used in violation of this Agreement.

Failure of the GRANTEE to comply with any of the provisions of this Agreement shall constitute a material breach of this Agreement. Upon breach of the Agreement by the GRANTEE, the DEPARTMENT, in addition to any other remedy provided by law, may:

a. Terminate this Agreement; and/or
b. Withhold and/or cancel future payments to the GRANTEE under this Agreement or any other grant projects administered by DEPARTMENT until the violation is resolved to the satisfaction of the DEPARTMENT; and/or
c. Withhold action on all pending and future grant applications submitted by the GRANTEE and/or
d. Require repayment of grant funds paid to GRANTEE in violation of this Agreement; and/or
e. Require specific performance of the Agreement.

OAKLAND COUNTY MICHIGAN
BOARD OF COMMISSIONERS

AGENDA ITEM: Grant Application to the Department of Housing and Urban Development for the Program Year 2026 Annual Action Plan
DEPARTMENT: Health & Human Services - Neighborhood and Housing Development
MEETING: Public Health & Safety Committee
DATE: Tuesday, May 12, 2026 10:30 AM - Click to View Agenda

ITEM SUMMARY SHEET

COMMITTEE REPORT TO BOARD

Resolution #2026-6572
Motion to approve the grant application submission to the Department of Housing and Urban Development for the Program Year 2026 Annual Action Plan in the amount of $9,523,816.77, with a grant match of $469,306.73, after final review and approval by Corporation Counsel and Risk Management; further, authorize the Chair of the Board of Commissioners to execute the agreement.

ITEM CATEGORY	SPONSORED BY
Grant	Penny Luebs

INTRODUCTION AND BACKGROUND

The Program Year 2026 Annual Action Plan (AAP) contains a consolidated Federal grant application for activities designed to accomplish the goals and objectives for the Community Development Block Grant (CDBG) Program, HOME Investment Partnerships Act (HOME) Program and the Emergency Solutions Grants (ESG) Program. Oakland County has received funding from these grants since its inception in 1975.

HUD, announced April 3, 2026, the Community Planning and Development Formula Program Allocations for FY 2026. Oakland County will receive an anticipated $5,973,305.90 in HUD grant funds for the 2026 program year period of July 1, 2026 through June 30, 2027:

- Community Development Block Grant (CDBG): $3,767,803
- HOME Investment Partnerships Program (HOME): $1,877,222.90
- Emergency Solutions Grant (ESG): $328,280

As a component of the annual request for funding through the AAP the U.S. Department of Housing and Urban Development (HUD) requires Oakland County to estimate Community Development Block Grant (CDBG) Home Improvement Program (HIP) Revolving Loan Fund (RLF) and HOME Investment Partnerships Act Grant Program Income (PI) at the time of each Annual Action Plan application and Oakland County reconciles actual RLF and PI at the start of each program year and at grant acceptance.

The PY 2026 Annual Action Plan estimates the CDBG RLF at $1,100,000 and CDBG PI at $381,204.14 and HOME PI at $1,600,000.

Total Funding Breakdown

Total program revenue for the **PY 2026 CDBG Program** is $5,249,007.14, including $3,767,803 grant allocation, $381,204.14 in CDBG PI, and $1,100,000 in estimated CDBG RLF. The CDBG grant is 100% federally funded, and no county funds are required.

Total program revenue for the **PY 2026 HOME Program** is $3,946,528.63, including $1,877,222.90 HOME grant allocation, $1,600,000 in estimated HOME PI, and $469,306.73 in grant match. The HOME program requires a 25% match for all housing activities. Funding for the HOME program match is appropriated in the FY 2026 - FY 2027 County Executive Recommended Budget.

The total program revenue for the **PY 2026 ESG Program** is $328,280.00. The ESG grant requires a 100% in-kind match as volunteer services, donations, or cash contributions, which are met by the ESG service agencies, with no County funds required.

POLICY ANALYSIS

- This item will not complete grant review at the time of the May 12, 2026, PHS meeting; a grant review sign-off will not be attached. When complete, it will be uploaded for review at the time of the May 21, 2026, Full Board meeting. The grant application deadline for final submission to HUD is June 3, 2026.
- Upon acceptance of this grant funding, Neighborhood and Housing Development will be requesting to delete three (3) vacant positions: two (2) FTE Neighborhood and Housing Development Coordinators and one (1) FTE Neighborhood and Housing Development Specialist. HR action will be needed at the time of acceptance.
- The total grant funding in the amount of $9,523,816.77 is budgeted by the Neighborhood and Housing Development Division for 2026 activities as follows:
    - Grant Allocations for CDBG, HOME, and ESG: $5,973,305.90
    - Program Income (PI) for CDBG and HOME: $1,981,204.14
    - County Grant Match from HOME: $469,306.73 (to be paid from the General Fund)
    - Revolving Loan Fund (RLF) for CDBG: $1,100,000
    - *Note: The only county grant match that is required is in the amount of $469,306.73 for the HOME Investment Partnerships Act (HOME) Program.*
- The grant funds will continue to fund twenty (20) Full-Time Eligible Special Revenue (SR) positions in the Department of Health and Human Services/Neighborhood & Housing Development Division, along with additional grant funding acquired by the department. The grant funds will also continue one (1) Part-Time Non-Eligible (PTNE) 1,250 hours per year student position within the N&HD Division
- The PY 2026 Annual Action Plan was unanimously endorsed by the Citizen Advisory Council.
- FY 2025 grant funding was accepted via resolution #2025-5750.
- Per resolution #2025-5732, the Neighborhood and Housing Development Division is authorized to disburse Revolving Loan Fund income at the start of every annual Program Year, on July 1, as permissible under HUD regulations.

FISCAL IMPACT: No Budget Amendment Needed

Committee members can contact Breanne Progar, Analyst at 248.701.6874 or progarb@oakgov.com or the department contact persons listed for additional information.

CONTACT

Khadija Walker-Fobbs, Officer

ITEM REVIEW TRACKING

Ashley Hinton, Health & Human Services - Neighborhood and Housing Development	Created/Initiated - 5/6/2026
Curtis Smith, Health & Human Services - Neighborhood and Housing Development	Approved - 5/6/2026
Khadija Walker-Fobbs, Board of Commissioners	Approved - 5/8/2026
Leigh-Anne Stafford, Board of Commissioners	Approved - 5/8/2026
Breanne Progar, Board of Commissioners	Approved - 5/8/2026
Nina LaSalle, Fiscal Services	Approved - 5/8/2026
Diana McBroom, Risk Management	Approved - 5/11/2026
Solon Phillips, Corporation Counsel	Approved - 5/11/2026
Sheryl Johnson, Fiscal Services	Approved - 5/11/2026
Breanne Progar, Board of Commissioners	Approved - 5/11/2026
Penny Luebs, Board of Commissioners	Final Approval - 5/12/2026

AGENDA DEADLINE: 04/28/2026 4:30 PM

ATTACHMENTS

1. Oakland County 2026 AAP for CC 2
2. Position Schedule B 2026 AAP (4) - Final
3. SF424 2026 for signing PDF (1)
4. Grant Application Sign-Off - revised

COMMITTEE TRACKING

2026-05-12 Public Health & Safety - Recommend to Board
2026-05-21 Full Board

Motioned by: Commissioner Ann Erickson Gault
Seconded by: Commissioner Linnie Taylor

Yes: Ann Erickson Gault, Michael Gingell, Marcia Gershenson, Penny Luebs, Michael Spisz, Linnie Taylor (6)
No: None (0)
Abstain: None (0)
Absent: Angela Powell (1)
Passed

OAKLAND COUNTY MICHIGAN

NEIGHBORHOOD & HOUSING DEVELOPMENT



PROGRAM YEAR 2026-2027

ANNUAL ACTION PLAN

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OAKLAND COUNTY MICHIGAN

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Executive Summary

ES-05 EXECUTIVE SUMMARY - 24 CFR 91.200(C), 91.220(B)

Introduction

Every five years, Oakland County must prepare a strategic plan (known as the Consolidated Plan) which governs the use of federal housing and community development grant funds that it receives from the United States Department of Housing and Urban Development (HUD). When preparing a Consolidated Plan, grantees must assess the needs and issues in their jurisdictions as a part of their preparation of these documents and submit the first year's Annual Action Plan.

The grant funds received from HUD by Oakland County that are covered in the Program Year 2026 Annual Action Plan include:

- Community Development Block Grant (CDBG) Program
- Home Investment Partnerships (HOME) Program
- Emergency Solutions Grant (ESG) Program

Oakland County serves as the lead agency for the HOME Consortium which is comprised of the Urban County of Oakland, Farmington Hills, Royal Oak, and Southfield; the County additionally serves as the lead agency for administration of the CDBG and ESG programs on behalf of 52 participating communities including: the Cities of Auburn Hills, Berkley, Birmingham, Bloomfield Hills, Clarkston, Clawson, Farmington, Ferndale, Hazel Park, Huntington Woods, Keego Harbor, Lathrup Village, Madison Heights, Northville, Novi, Oak Park, Orchard Lake Village, Pleasant Ridge, Rochester, Rochester Hills, South Lyon, Sylvan Lake, Troy, Walled Lake, Wixom, the Townships of Addison, Bloomfield, Brandon, Commerce, Groveland, Highland, Holly, Independence, Lyon, Milford, Oakland, Orion, Oxford, Rose, Royal Oak, Springfield, West Bloomfield, White Lake and the Villages of Beverly Hills, Franklin, Holly, Lake Orion, Leonard, Milford, Ortonville, Oxford and Wolverine Lake. Note: the City of Pontiac now administers its own funding and is no longer a participating community for Oakland County.

The Annual Action Plan identifies the programmatic goals and activities for the HOME program for the Oakland County HOME Consortium, the CDBG and ESG goals for Oakland County and its participating communities and the CDBG goals for Consortium member communities for the period of July 1, 2026 - June 30, 2027.

Oakland County must also submit to HUD separate Annual Action Plans for each of the five years during the Consolidated Plan period 2026-2030. The Annual Action Plans serve as the County's yearly applications to HUD that are required for the County to receive the annual allocations from the three grant programs. These grants from HUD

are known as Entitlement Grant Programs because communities receive the funds every year if they meet program requirements and criteria associated with each of the three grants.

OAKLAND COUNTY MICHIGAN

NEIGHBORHOOD & HOUSING DEVELOPMENT

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2026 Annual Action Plan

AP-15 EXPECTED RESOURCES – 91.220(C)(1,2)

Introduction

Oakland County is eligible to receive funding from three CPD formula grants (CDBG, HOME, and ESG). Combined, the County will receive an anticipated $5,973,305.90 in HUD grant funds for the 2026 program year. The table below outlines anticipated funding levels by program.

Anticipated Resources

TABLE 1 - EXPECTED RESOURCES – PRIORITY TABLE

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan	Narrative Description
			Annual Allocation	Program Income	Prior Year Resources	Total		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	$3,767,803.00	$1,481,204.14	$0.00	$5,249,007.14	$19,471,212.00	Public facilities, neighborhood and housing improvements, multi-family rehab, and public services benefiting low-income persons throughout Oakland County Urban County participating communities.

HOME	public - federal	Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership Tenant Based Rental Assistance (TBRA)	$1,877,222.90	$1,600,000.00	$0.00	$3,477,222.90	$13,908,891.60	Acquisition, rehabilitation, new construction of affordable housing including rental development and homebuyer assistance throughout Oakland County HOME Consortium participating communities.
ESG	public - federal	Conversion and rehab for transitional housing Financial Assistance Overnight shelter Rapid rehousing (rental assistance) Rental Assistance Services Transitional housing	$328,280.00	$0.00	$0.00	$328,280.00	$1,313,120.00	Emergency Shelter, Homeless Prevention and Rapid Re-Housing, HMIS and Administration throughout Oakland County Urban County participating communities.

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

CDBG - No Match Requirement

- In-kind County level administrative functions: human resources, marketing, fiscal services, purchasing, auditing, corporation counsel, record retention and mail room support services
- Infrastructure and public facility projects supported with funds from participating
- Revolving Loan Fund (RLF) generated from paybacks on CDBG funded housing rehabilitation loans supplement the HIP. During PY 2026 the County will recycle approximately $1,100,00 in CDBG RLF into the HIP for the rehabilitation of approximately 50 single-family homes of LI residents
- Program Income (PI) Estimate generated from Neighborhood Stabilization paybacks. During PY 2026 the County will recycle approximately $381,204.14 in CDBG PI into the eligible activities.
- Emergency, youth, senior and other public services designed to meet special needs of LI residents are expanded through leverage from various public service agencies.

HOME - 25% Match Requirement

- Oakland County ensures that all housing projects receive $1 of non-federal match for every $4 of HOME funds expended, in accordance with federal guideline (s.92.218)
- The HOME program requires a 25% match on all non-administrative activities. In PY 2026, $469,306 in general funds will serve as match for County level housing rehabilitation, rental development/preservation and homebuyer assistance activities
- CHDO's leverage HOME funds with state and private resources to develop affordable housing
- PI generated from paybacks on HOME funded housing rehabilitation loans supplement the HIP

ESG - 100% Match Requirement

- Oakland County passes on the match requirements to its vendors
- Cash contributions for allowable costs including staff salaries/fringe benefits

- Noncash contributions
- Volunteer services are matched at the current minimum wage salary unless the recipient can verify a higher rate of pay for current employees performing similar work
- Real property, equipment, goods or services that if the recipient had to pay for them with grant funds, the payments would have been indirect costs
- The value of donated goods and services such as clothing, food, diapers, haircuts, etc. - value placed should be consistent with Office of Management and Budget Circulars

If appropriate, describe publicly owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

Designated CHDOs may access publicly owned land or property for redevelopment as affordable housing through public or private entities. The County created the Oakland Together Housing Trust Fund (HTF) and a Land Bank Authority to invest in publicly owned and/or tax-foreclosed land. The HTF was initially funded with $18M of American Rescue Plan Act (ARPA) funding as well as an ongoing $2M annual appropriation of County resources. The HTF and NHD partners with affordable housing developers, non-profits, CHDOs, local municipalities to develop a wide range of housing including shelter space, permanent supportive housing, PBV/HCV supported housing, senior affordable housing, family affordable housing, workforce housing, adaptive reuse housing, and other types of housing. The housing investments of NHD and the HTF leverage federal and County funds with other financial sources such as LIHTC, State funding, local funding, property tax exemptions, brownfield tax increment financing, private loans, private equity, and other available resources.

Since 2023, over 1,550 units of mixed income housing have been created or preserved using NHD and HTF funding. These units are at various stages of development from completed, under construction, or awaiting financial close in the near term. NHD and the HTF's total investment of $37.1M includes $18M in ARPA funding, $5.6M in County general funds, and $13.5M in HOME/CDBG funding resulting in a leveraged investment of over $404M into affordable and workforce housing throughout the County.

Discussion

Oakland County recognizes that Congress is considering updates to the CDBG program that could expand the eligible use of funds for housing development, including potential authority for communities to dedicate a portion of their CDBG allocation to new housing construction. While these changes remain speculative and subject to congressional negotiation, the County acknowledges the possibility that future statutory or regulatory

revisions may shift CDBG toward a stronger housing-production focus. Should such changes be enacted, the County will adapt its CDBG program accordingly to ensure a maximum commitment of funds to address the housing affordability needs of low- and moderate-income residents.

OAKLAND COUNTY MICHIGAN

NEIGHBORHOOD & HOUSING DEVELOPMENT

2026-2030



Annual Goals and Objectives

AP-20 ANNUAL GOALS AND OBJECTIVES

Goals Summary Information

TABLE 2 - GOALS SUMMARY

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Increase and Improve Affordable Housing Options	2026	2027	Housing Affordability and Condition	Countywide	Housing Affordability and Condition	CDBG: $ 2,241,636.95 HOME: $2,876,075.52	Rental units constructed: 114 housing units Rental units rehabilitated: 116 housing units Homeowner housing rehabilitated: 140 housing units Direct financial assistance to homebuyers: 10 households assisted Homeowner housing added: 7 housing units
2	Increase and Improve Homeless Shelter, Service, and Prevention Efforts	2026	2027	Homeless	Countywide	Homeless Needs	ESG: $328,280	Homeless person overnight shelter: 500 persons assisted Homelessness prevention: 100 persons assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
3	Create and sustain a suitable living environment through infrastructure and public facility improvements	2026	2027	Non-Housing Community Development	Countywide	Infrastructure and Public Facility Improvements	CDBG: $922,435	Public facility or infrastructure activities other than low/moderate-income housing benefit: 30,000 persons assisted Public facility or infrastructure activities for low/moderate-income housing benefit: 2,000 households assisted Housing code enforcement/Foreclosed property care: 5,000 housing units Buildings demolished: 5 buildings

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
4	Provide public services to expand economic opportunity, improve safety, enhance food access, and provide other assistance for low- and moderate-income households, seniors, people with disabilities, and other eligible groups	2026	2027	Non-Homeless Special Needs Non-Housing Community Development	Countywide	Public Services	CDBG: $729,670.45	Public service activities other than low/moderate-income housing benefit: 700 persons assisted Public service activities for low/moderate-income housing benefit: 50 households assisted
5	Administration of funding and projects	2026	2027	Non-Homeless Special Needs Non-Housing Community Development Affordable Housing Homeless	Countywide	Program Administration	CDBG: $973,560.60 HOME: $347,722.29	N/A

Goal Descriptions

Goal Name	Goal Description
Increase and Improve Affordable Housing Options	Activities furthering access to and availability of affordable housing options including but not limited to: new housing production, multifamily rental acquisition and rehabilitation efforts; homeowner rehabilitation efforts; tenant-based rental assistance, increased marketing of available services and funding throughout the County, especially in northern and rural areas; aging in place initiatives; home ownership assistance and education; increased availability of programs and materials in non-English languages, especially Spanish; code enforcement efforts; and other relevant initiatives.
Increase and Improve Homeless Shelter, Service, and Prevention Efforts	Activities furthering access to and availability of homeless shelter, service, and prevention efforts, including but not limited to: additional overnight and warming center beds; eviction prevention; expanded street outreach efforts; initiatives to narrow the digital divide among the homeless population, including expansion of the existing informational kiosk program; increased shelter and service options for survivors of domestic violence; increased shelter and service options in northern and/or rural areas of the County; and other relevant initiatives.
Create and sustain a suitable living environment through infrastructure and public facility improvements	Activities furthering creating and sustaining a suitable living environment through infrastructure and public facility improvements, including but not limited to: park, playground, community center, and other recreation facility expansion, repair, and maintenance; street, sidewalk, street light, and drain expansion, repair, and maintenance; ADA accessibility improvements; infrastructure improvements in rural areas of the County; and other relevant initiatives.
Provide public services to expand economic opportunity, improve safety, enhance food access, and provide other assistance for low- and moderate-income households, seniors, people with disabilities, and other eligible groups	Activities furthering public service availability and access, including but not limited to: increased service availability in northern and rural parts of the County; increased access to free or affordable transit services; increased access to free or affordable childcare services; increased access to programs and services available in Spanish; increased housing-related services including housing counseling, homebuyer education, and financial literacy; formation and/or advertisement of a centralized phone-based resource hub for residents who do not have access or the ability to use a computer; and other relevant initiatives.
Administration of funding and projects	Program administration costs associated with the coordination and delivery of services to Oakland County residents, including but not limited to staff salary, planning, and administrative service delivery costs for implementing the Community Development Block Grant (CDBG), HOME Investment Partnerships (HOME) and Emergency Solutions Grant (ESG) programs.

PROJECTS: AP-35 PROJECTS – 91.220(D)

Introduction

Listed below are the projects which Oakland County intends to implement and fund in FY 2026.

Projects

TABLE 3 – PROJECT INFORMATION

#	Project Name
1	CDBG Administration
2	CDBG Housing Rehabilitation/Revolving Loan Fund Estimate
3	CDBG Housing/HIP Direct Project Costs
4	CDBG Public Services Housing Counseling
5	CDBG PS/Battered & Abused
6	CDBG Mobile Home Minor Home Repair
7	CDBG Code Enforcement
8	CDBG Minor Home Repair
9	CDBG Public Facilities and Infrastructure
10	CDBG Homebuyer Assistance (13B)
11	CDBG Homebuyer Assistance (05R)
12	CDBG Shelter/Homeless Operations
13	CDBG Homeless Facilities
14	CDBG Public Services (Minus Battered & Abused)
15	HOME Administration/Program Income Estimate
16	HOME Housing Rehabilitation

#	Project Name
17	HOME CHDO Rental
18	HOME CHDO Operating Expenses
19	HOME CHDO Homebuyer
20	HOME Rental
21	ESG Administration and ESG Homelessness

Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

Quantitative research (housing market and demographic analysis) and qualitative research (surveys, public meetings, focus groups, and resident input) impacted the priority needs and strategies for the Oakland County PY 2026-2030 Consolidated Plan.

Oakland County does not allocate investments geographically and does not plan to identify any specific Neighborhood Revitalization Strategy Areas (NRSA). Activities selected will be eligible for funding based on their ability to meet Oakland County goals, which currently prioritize housing and other similarly transformative projects.

The primary obstacle to addressing underserved needs is the lack of adequate financial resources. Oakland County will continue to pursue funding from a variety of sources in order to overcome this barrier

AP-38 PROJECT SUMMARY

Project Summary Information

1	**Project Name**	CDBG Administration
	Target Area	Oakland County
	Goals Supported	Administration and Funding of Projects
	Needs Addressed	Administration and Funding of Projects
	Funding	$973,560.60
	Description	Administration of the CDBG program including management, public information and fair housing activities.
	Target Date	06/30/2027
	Estimate the number and type of families that will benefit from the proposed activities	N/A
	Location Description	Oakland County Neighborhood & Housing Development Division 1200 N. Telegraph Rd. Bldg. 34E, Pontiac, MI 48341
	Planned Activities	General program administration.

2	**Project Name**	CDBG Housing Rehabilitation/Revolving Loan Fund Estimate
	Target Area	Oakland County HOME Consortium Oakland County
	Goals Supported	Increase and Improve Affordable Housing Options
	Needs Addressed	Increase and Improve Affordable Housing Options
	Funding	$883,500.00
	Description	Contract work and estimated loan payments of the County's Home Improvement Program which is available to income-qualified homeowners in participating communities.
	Target Date	06/30/2027
	Estimate the number and type of families that will benefit from the proposed activities	80
	Location Description	Specific and variable
	Planned Activities	Contract work and estimated loan payments of the County's Home Improvement Program which is available to income-qualified homeowners in participating communities.

3	**Project Name**	CDBG Housing/HIP Direct Project Costs
	Target Area	Oakland County HOME Consortium Oakland County
	Goals Supported	Increase and Improve Affordable Housing Options
	Needs Addressed	Increase and Improve Affordable Housing Options
	Funding	$684,701.47
	Description	Direct project costs of contract work of the County's Home Improvement Program which is available to income qualified homeowners of single-family owner-occupied units and owner occupants of attached single family rental (2-4 units) in participating communities.
	Target Date	06/30/2027
	Estimate the number and type of families that will benefit from the proposed activities	80
	Location Description	Specific and variable
	Planned Activities	Housing rehabilitation – direct project costs.

4	**Project Name**	CDBG Public Services – Housing Counseling
	Target Area	Oakland County HOME Consortium Oakland County
	Goals Supported	Provide public services to expand economic opportunity, improve safety, enhance food access, and provide other assistance for low- and moderate-income households, seniors, people with disabilities, and other eligible groups.
	Needs Addressed	Provide public services to expand economic opportunity, improve safety, enhance food access, and provide other assistance for low- and moderate-income households, seniors, people with disabilities, and other eligible groups.
	Funding	$319,546.00
	Description	Comprehensive housing counseling services to help address housing matters including foreclosure, homebuyer and tenant issues.
	Target Date	06/30/2027
	Estimate the number and type of families that will benefit from the proposed activities	Oakland County Neighborhood & Housing Development Division 1200 N. Telegraph Rd. Bldg. 34E, Pontiac, MI 48341
	Location Description	Specific and variable

	Planned Activities	Housing counseling services.

5	**Project Name**	CDBG Public Services – Battered & Abused
	Target Area	Oakland County HOME Consortium Oakland County
	Goals Supported	Provide public services to expand economic opportunity, improve safety, enhance food access, and provide other assistance for low- and moderate-income households, seniors, people with disabilities, and other eligible groups.
	Needs Addressed	Provide public services to expand economic opportunity, improve safety, enhance food access, and provide other assistance for low- and moderate-income households, seniors, people with disabilities, and other eligible groups.
	Funding	$70,134.45
	Description	Services for victims of domestic violence, dating violence, sexual assault or stalking as part of a County executed and administered contract with HAVEN.
	Target Date	06/30/2027

	Estimate the number and type of families that will benefit from the proposed activities	330
	Location Description	HAVEN 801 Vanguard Drive, Pontiac, MI 48341
	Planned Activities	Housing counseling services.

6	**Project Name**	CDBG Mobile Home Minor Home Repair
	Target Area	Oakland County
	Goals Supported	Increase and Improve Affordable Housing Options
	Needs Addressed	Increase and Improve Affordable Housing Options
	Funding	$161,730.00
	Description	Minor home repair for the mobile homes of income qualified households as part of a County executed and administered contract with a third-party non-profit. Repairs will conform to Oakland County guidelines and State of Michigan Lead Based Paint requirements.
	Target Date	06/30/2027

	Estimate the number and type of families that will benefit from the proposed activities	11 low-mod families
	Location Description	Specific and variable
	Planned Activities	Minor repair to mobile homes.

7	**Project Name**	CDBG Code Enforcement
	Target Area	Oakland County
	Goals Supported	Create and sustain a suitable living environment through infrastructure and public facility improvements
	Needs Addressed	Create and sustain a suitable living environment through infrastructure and public facility improvements
	Funding	$285,851.00
	Description	Code enforcement activities.
	Target Date	06/30/2027
	Estimate the number and type of families that will benefit from the proposed activities	5,000 housing units inspected

	Location Description	Area wide
	Planned Activities	Code enforcement activities.

8	**Project Name**	CDBG Minor Home Repair
	Target Area	Oakland County
	Goals Supported	Increase and Improve Affordable Housing Options
	Needs Addressed	Increase and Improve Affordable Housing Options
	Funding	$511,705.48
	Description	Minor home repairs for the homes of income qualified households. Repairs will confirm to Oakland County guidelines and State of Michigan Lead Based Paint guidelines.
	Target Date	06/30/2027
	Estimate the number and type of families that will benefit from the proposed activities	80 households
	Location Description	Specific and variable
	Planned Activities	Minor home repair.

9	**Project Name**	CDBG Public Facilities and Infrastructure
	Target Area	Oakland County
	Goals Supported	Create and sustain a suitable living environment through infrastructure and public facility improvements
	Needs Addressed	Create and sustain a suitable living environment through infrastructure and public facility improvements
	Funding	$567,352.00
	Description	Public facility and infrastructure improvements.
	Target Date	06/30/2027
	Estimate the number and type of families that will benefit from the proposed activities	30,000 low-mod people assisted
	Location Description	Specific and variable
	Planned Activities	Including but not limited to: parks & recreation facilities, remove architectural barriers, senior centers, sidewalks.

10	**Project Name**	CDBG Homebuyer Assistance (13B)

	Target Area	Oakland County
	Goals Supported	Increase and Improve Affordable Housing Options
	Needs Addressed	Increase and Improve Affordable Housing Options
	Funding	$190,602.07
	Description	Providing assistance to eligible low- and moderate-income homebuyers to include subsidizing interest rates and mortgage principal; financing purchase of homes occupied by buyers; securing guarantees for private mortgage financing; providing up to half of required downpayment; and/or covering reasonable homebuyer closing costs.
	Target Date	06/30/2027
	Estimate the number and type of families that will benefit from the proposed activities	18 low-mod households
	Location Description	Specific and variable
	Planned Activities	Homebuyer assistance.

11	**Project Name**	CDBG Homebuyer Assistance (05R)
	Target Area	Oakland County

	Goals Supported	Increase and Improve Affordable Housing Options
	Needs Addressed	Increase and Improve Affordable Housing Options
	Funding	$190,602.07
	Description	Providing assistance to eligible low- and moderate-income homebuyers to include subsidizing interest rates and mortgage principal; financing purchase of homes occupied by buyers; securing guarantees for private mortgage financing; providing up to half of required downpayment; and/or covering reasonable homebuyer closing costs.
	Target Date	06/30/2027
	Estimate the number and type of families that will benefit from the proposed activities	18 low-mod households
	Location Description	Specific and variable
	Planned Activities	Homebuyer assistance.

12	**Project Name**	CDBG Shelter/Homeless Operations
	Target Area	Oakland County
	Goals Supported	

	Needs Addressed	
	Funding	$500.00
	Description	
	Target Date	06/30/2027
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	

13	**Project Name**	CDBG Homeless Facilities
	Target Area	Oakland County
	Goals Supported	
	Needs Addressed	
	Funding	$500.00
	Description	

	Target Date	06/30/2027
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	

14	**Project Name**	CDBG Public Services (Minus Battered & Abused)
	Target Area	Oakland County
	Goals Supported	Provide public services to expand economic opportunity, improve safety, enhance food access, and provide other assistance for low- and moderate-income households, seniors, people with disabilities, and other eligible groups.
	Needs Addressed	Provide public services to expand economic opportunity, improve safety, enhance food access, and provide other assistance for low- and moderate-income households, seniors, people with disabilities, and other eligible groups.
	Funding	$340,490.00
	Description	Various public service programs.

	Target Date	06/30/2027
	Estimate the number and type of families that will benefit from the proposed activities	700 people assisted
	Location Description	Specific and variable
	Planned Activities	Including but not limited to: Child Care Services, Disabled Services, Emergency Services, Housekeeping Services, Senior Services, Services for Victims of Domestic Violence, Dating Violence, Sexual Assault, or Stalking, Transportation Services, Yard Services, Youth Services, Homebuyer Down Payment Assistance.

15	**Project Name**	HOME Administration
	Target Area	Oakland County HOME Consortium
	Goals Supported	Administration and Funding of Projects
	Needs Addressed	Administration and Funding of Projects
	Funding	$347,722.29
	Description	Administration of the HOME program including management, public information and fair housing activities.

	Target Date	06/30/2027
	Estimate the number and type of families that will benefit from the proposed activities	N/A
	Location Description	Oakland County Neighborhood & Housing Development Division 1200 N. Telegraph Rd. Bldg. 34E, Pontiac, MI 48341
	Planned Activities	General program administration.

16	**Project Name**	HOME Housing Rehabilitation
	Target Area	Oakland County HOME Consortium Oakland County
	Goals Supported	Increase and Improve Affordable Housing Options
	Needs Addressed	Increase and Improve Affordable Housing Options
	Funding	$1,876,075.52
	Description	Direct project costs of contract work of the County's Home Improvement Program which is available to income qualified homeowners in participating communities.
	Target Date	06/30/2027

	Estimate the number and type of families that will benefit from the proposed activities	80 households assisted
	Location Description	Specific and variable
	Planned Activities	Housing rehabilitation.

17	**Project Name**	HOME CHDO Rental
	Target Area	Oakland County HOME Consortium Oakland County
	Goals Supported	Increase and Improve Affordable Housing Options
	Needs Addressed	Increase and Improve Affordable Housing Options
	Funding	$84,475.03
	Description	Contracts with qualified CHDOs to construct or rehabilitate affordable single family (1-4 units) and multifamily rental housing in HOME Consortium Communities. This investment targets renters at or below 60% of area median income.
	Target Date	06/30/2027

	Estimate the number and type of families that will benefit from the proposed activities	4 low-income families.
	Location Description	Specific and variable
	Planned Activities	Rehab or development of CHDO rental units.

18	**Project Name**	HOME CHDO Operating Expenses
	Target Area	Oakland County HOME Consortium Oakland County
	Goals Supported	Increase and Improve Affordable Housing Options
	Needs Addressed	Increase and Improve Affordable Housing Options
	Funding	$84,475.03
	Description	Fund the operating expenses of Community Housing Development Organizations (CHDOs) when carrying out Oakland County HOME funded projects.
	Target Date	06/30/2027

	Estimate the number and type of families that will benefit from the proposed activities	N/A
	Location Description	Specific and variable
	Planned Activities	CHDO operating expenses.

19	**Project Name**	HOME CHDO Homebuyer
	Target Area	Oakland County HOME Consortium Oakland County
	Goals Supported	Increase and Improve Affordable Housing Options
	Needs Addressed	Increase and Improve Affordable Housing Options
	Funding	$84,475.03
	Description	Contracts with qualified Community Housing Development Organizations (CHDOs) to develop affordable housing for income qualified homebuyers through acquisition, rehab or new construction.
	Target Date	06/30/2027

	Estimate the number and type of families that will benefit from the proposed activities	2 low-mod families.
	Location Description	Specific and variable
	Planned Activities	Housing rehabilitation, acquisition, and/or new construction.

20	**Project Name**	HOME Rental
	Target Area	Oakland County HOME Consortium Oakland County
	Goals Supported	Increase and Improve Affordable Housing Options
	Needs Addressed	Increase and Improve Affordable Housing Options
	Funding	$1,000,000.00
	Description	Acquisition, rehabilitation, or new construction of housing for affordable rental stock.
	Target Date	06/30/2027
	Estimate the number and type of families that will benefit from the proposed activities	11 low-mod families or seniors.

	Location Description	Specific and variable
	Planned Activities	Acquisition, rehabilitation, or new construction of housing for affordable rental stock.

21	**Project Name**	ESG Administration and ESG Homelessness
	Target Area	Oakland County HOME Consortium Oakland County
	Goals Supported	Increase Homeless Shelter, Service, and Prevention Efforts
	Needs Addressed	Increase Homeless Shelter, Service, and Prevention Efforts
	Funding	$328,280.00
	Description	County's cost of administering the Oakland County ESG program. Fund qualified agency to perform data collection/evaluation through HMIS. The agency will provide reports/training/technical assistance to ESG participating agencies and the County. Funds will be provided to a qualified agency to provide rental assistance and housing relocation and stabilization services for eligible homeless and/or at risk of homelessness clients. Fund qualified shelters for eligible essential service for homeless clients, shelter operations and organizational support.
	Target Date	06/30/2027

	Estimate the number and type of families that will benefit from the proposed activities	Homeless person overnight shelter: 500 persons assisted Homelessness prevention: 100 persons assisted
	Location Description	Specific and variable
	Planned Activities	General program administration = $24,027.90 Data collection/evaluation through HMIS = $24,027.90 Rental Assistance and housing relocation/stabilization services = $101,664.00 Essential services, shelter operations and organizational support = $170,652.20

AP-50 GEOGRAPHIC DISTRIBUTION – 91.220(F)

Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

Oakland County does not allocate investments geographically and does not plan to identify any specific Neighborhood Revitalization Strategy Areas (NRSA). Activities selected will be eligible for funding based on their ability to meet Oakland County goals, which currently prioritize housing and other similarly transformative projects.

The following 52 (85%) of Oakland County communities participate in the County's "Urban County" CDBG housing and community development programs: Cities - Auburn Hills, Berkley, Birmingham, Bloomfield Hills, Clarkston, Clawson, Farmington, Ferndale, Hazel Park, Huntington Woods, Keego Harbor, Lathrup Village, Madison Heights, Northville, Novi, Oak Park, Orchard Lake Village, Pleasant Ridge, Rochester, Rochester Hills, South Lyon, Sylvan Lake, Troy, Walled Lake, Wixom Townships - Addison, Bloomfield, Brandon, Commerce, Groveland, Highland, Holly, Independence, Lyon, Milford, Oakland, Orion, Oxford, Rose, Royal Oak, Springfield, West Bloomfield, White Lake Villages - Beverly Hills, Franklin, Holly, Lake Orion, Leonard, Milford, Ortonville, Oxford and Wolverine Lake. Farmington Hills, Royal Oak, Southfield, Pontiac, and Waterford Township are HUD entitlement communities. These communities with over 50,000 residents are "entitled" to receive HUD funds and have chosen to administer their own CDBG programs. The City of Lake Angelus, Novi Township, Southfield Township and the Village of Bingham Farms do not receive HUD funds.

Oakland County's Recapture and Reallocation Policy allows the County to take back CDBG funds from participating communities if they remain unobligated for two years, ensuring compliance with federal timeliness rules. The County then redistributes these recaptured dollars to communities or projects that can spend them quickly and effectively, helping maintain HUD's required expenditure pace and directing resources to activities that benefit low- and moderate-income residents.

Oakland County HOME Consortium - Oakland County serves as the lead entity for the Oakland County HOME Consortium (OCHC), which is comprised of the Urban County of Oakland, Farmington Hills, Royal Oak, and Southfield. The HOME program funds HIP, Rental Development/Preservation gap financing and CHDO activities throughout Consortium communities.

Geographic Distribution

TABLE 4 - GEOGRAPHIC DISTRIBUTION

Target Area	Percentage of Funds
Oakland County HOME Consortium	33%
Oakland County	67%

Rationale for the priorities for allocating investments geographically

Oakland County does not allocate investments geographically and does not plan to identify any specific Neighborhood Revitalization Strategy Areas (NRSA). Activities selected will be eligible for funding based on their ability to meet national program objectives and Consolidated Plan goals.

OAKLAND COUNTY MICHIGAN

NEIGHBORHOOD & HOUSING DEVELOPMENT

2026-2030



Affordable Housing

AP-55 AFFORDABLE HOUSING – 91.220(G)

Introduction

Considering only HOME program funds and programs, The County anticipates assisting 61 homeowners with home repairs, and producing 8 new units of affordable housing.

TABLE 5 - ONE YEAR GOALS FOR AFFORDABLE HOUSING BY SUPPORT REQUIREMENT

One Year Goals for the Number of Households to be Supported	
Homeless	0
Non-Homeless	69
Special-Needs	0
Total	69

TABLE 6 - ONE YEAR GOALS FOR AFFORDABLE HOUSING BY SUPPORT TYPE

One Year Goals for the Number of Households Supported Through	
Rental Assistance	0
The Production of New Units	8
Rehab of Existing Units	61
Acquisition of Existing Units	0
Total	69

AP-60 PUBLIC HOUSING – 91.220(H)

Introduction

Public housing within the Oakland County consortium is provided through a large number of Housing Authorities under the jurisdictions of its various member communities. Oakland County itself does not administer a PHA but rather collaborates with and supports its various member PHAs. Planned activities relating to this are detailed below.

Actions planned during the next year to address the needs to public housing

The County has regular meetings with the Pontiac Housing Commission on the needs for public housing and partnership opportunities to bring housing to families.

Through the County's HOME, CDBG, and Housing Trust Fund rental development and rehabilitation programs, the County has supported the creation or preservation of 981 project-based voucher units. Additional units may be supported by the Housing Choice Voucher program at the various properties in which the County has invested federal and local funds.

Actions to encourage public housing residents to become more involved in management and participate in homeownership

Oakland County housing counselors will meet with public housing residents and/or housing choice voucher holders to explore the potential for future homeownership including converting a rental voucher to a homeownership voucher. The housing counseling unit provides referrals to each local PHC. The status of each PHC waiting list is provided to the Neighborhood & Housing Development Division through its Alliance membership.

NHD is currently working with an Oakland County CHDO to convert 7 rental units from the LIHTC program to homeownership using CDBG funds. 6 of the 7 rental units have closed with first time homebuyers. The final unit is expected to sell in 2026. NHD and the HTF have invested funds into additional rental conversion properties; however, the units will not be available in the near term due to LIHTC compliance regulations.

If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance

N/A

AP-65 HOMELESS AND OTHER SPECIAL NEEDS ACTIVITIES – 91.220(I)

Introduction

Oakland County works closely with the Alliance for Housing, which serves as the jurisdiction's Continuum of Care and lead agency organizing service providers in the area. The Continuum of Care secures and distributes funding for direct service providers in the housing and homeless community and provides guidance to strengthen policies and programs. Homeless needs activities were identified as an urgent need during the community engagement and data analysis processes. Planned activities relating to this are detailed below.

The Blueprint to End Homelessness was developed in 2021 and is comprised of more than 60 stakeholders, including Oakland County Neighborhood and Housing Development, Community Corrections, the Alliance for Housing, Oakland University William Beaumont School of Medicine, HOPE, Community Housing Network, Lighthouse, Haven, Samaritas, Street Democracy, the City of Ferndale, Centro Multicultural de la Familia, and many others. As the lead nonprofit agency dedicated to ending homelessness and coordinating housing and funding to support Oakland County residents experiencing homelessness, the Alliance for Housing serves as the local Continuum of Care (CoC).

These stakeholders meet regularly to implement action items that address all facets of homelessness. Meetings are chaired jointly by NHD leadership and the Alliance for Housing. In 2026, an updated Blueprint to End Homelessness will be finalized, reflecting progress made to date and outlining next steps for continued system improvement.. This Blueprint also serves as a roadmap for strategic planning and actions towards reducing and ending homelessness.

Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including:

Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

Oakland County through is HOME/CDBG funding and Housing Trust Fund have closed 1,395 units of affordable housing in the near-term pipeline that will provide safe, decent, and affordable housing to prevent residents from becoming homeless. This pipeline will also serve as permanent housing for residents of existing emergency shelters and transitional housing. NHD has additional units currently in the pipeline to support these efforts.

Oakland County also plans to fund and support additional shelter capacity throughout the County using both federal grant funding and other County resources.

Addressing the emergency shelter and transitional housing needs of homeless persons

Oakland County has funded 21 units resulting in 98 total beds of non-congregant housing using HOME-ARP and ARPA funding that is anticipated to be operational by the end Program Year 2027. Oakland County also seeks to acquire and/or build transitional housing for youth aging out of foster care, young mothers and families, veterans, and other residents.

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again

Oakland County, in partnership with the Alliance for Housing (the local Continuum of Care), implements a coordinated system of ESG funded services, housing counseling, and supportive programs designed to help individuals and families experiencing homelessness especially chronically homeless households, families with children, veterans, and unaccompanied youth transition to permanent housing as quickly as possible and maintain long term stability.

Through ESG funded rapid re housing and prevention, housing counseling, wrap around services, HMIS driven system planning, and the strategic framework of the Blueprint to End Homelessness, Oakland County is committed to helping individuals and families transition quickly into permanent housing, maintain long term stability, and prevent future homelessness. The County's investments in new affordable housing and its strong partnerships across more than 60 agencies ensure a comprehensive and effective response to homelessness.

Oakland County uses ESG funds to support a Homeless Prevention and Rapid Re Housing (HPRRH) program administered by Lighthouse and Community Housing Network. These agencies provide rental assistance, rental fees, utility assistance, housing search support, and case management to households who are homeless or at imminent risk of homelessness. Lighthouse offers a twelve month follow up program that includes in home case management, with 90% of participants maintaining housing after one year. These interventions significantly shorten the length of time households experience homelessness and support long term housing stability.

Providing Housing Counseling is a key component of the County's strategy to support successful transitions into permanent housing. Counseling services include budgeting, tenant education, landlord mediation, and assistance navigating affordable housing opportunities. By now using outreach methods such as Wellness Wednesdays and Friendship Fridays we can increase access to HUD Certified Housing Counseling through wraparound services and supporting housing readiness

Since the inception of Wellness Wednesdays, Oakland County has provided 2,332 individuals with wrap around services that reduce barriers to housing and support independent living. These include:

- 228 with Housing Counseling Services
- 596 guests accessing shower services
- 538 loads of laundry completed
- 141 individuals receiving medical support
- 173 individuals connected to resources through Oakland Connects
- 69 individuals assisted by Community Housing Network
- 40 individuals supported by Lighthouse

These services improve health, stability, and readiness for permanent housing. Shortening the Length of Homelessness. The Continuum of Care tracks and analyzes the length of time individuals and families experience homelessness using HMIS. Current data shows:

- Families are typically homeless 1–3 months before entering a program
- Individuals entering shelter are typically homeless one week or less
- Individuals entering transitional or permanent housing programs are typically homeless 1–3 months

Length of stay data is reviewed regularly by the Systems Implementation and Coordination Committee, which develops strategies to reduce time spent being homeless and improve system operations.

The Continuum of Care actively tracks returns to homelessness through HMIS and produces quarterly reports on exits from rapid re housing, transitional housing, and permanent supportive housing. These reports are reviewed by the CoC Board and the Project Monitoring and Performance Outcomes Committee to identify trends, strengthen program practices, and improve follow up care. Program specific technical assistance includes an examination of exit procedures as well as follow-up care procedures and accessibility.

Oakland County continues to expand the supply of affordable and supportive housing to ensure that individuals exiting homelessness have access to long term housing options. Recent and upcoming developments include:

- Shepherd House, a 53-unit permanent supportive housing community in Ferndale
- 166 additional affordable housing units under construction in Pontiac and Southfield, expected to be completed in PY 2026 or shortly thereafter

These units increase the availability of permanent housing for individuals and families transitioning from homelessness.

The Blueprint to End Homelessness guides the County's long-term strategy to reduce homelessness and improve system performance. The Blueprint establishes goals focused on preventing homelessness before it occurs, strengthening coordinated outreach, improving access to shelter and crisis response, expanding pathways to permanent housing, and increasing stabilization supports to ensure long term housing retention. Stakeholders meet regularly to implement action items aligned with these goals, addressing prevention, outreach, shelter, housing, and stabilization across the entire homelessness response system. An updated Blueprint will be finalized in 2026, reflecting progress made to date and outlining new strategies to strengthen the homelessness response system.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs

Oakland County also seeks to acquire and/or build transitional housing for youth aging out of foster care, young mothers and families, veterans, and other residents. Oakland County through is HOME/CDBG funding and Housing Trust Fund also have 1,395 units of affordable housing in the near-term pipeline that will provide safe, decent, and affordable housing to prevent residents from becoming homeless. This pipeline will also serve as permanent housing for residents existing emergency shelters and transitional housing.

AP-75 BARRIERS TO AFFORDABLE HOUSING – 91.220(J)

Introduction:

Negative Effects of Public Policies on Affordable Housing and Residential Investment

Oakland County's 2020 Analysis of Impediments to Fair Housing Choice (AI) identifies several challenges related to housing affordability and access as county's barriers to fair housing choice. The AI also includes a review of the county's existing zoning code and identifies policies that may limit the development of affordable housing in the region.

Housing problems and limited access to homeownership disproportionately impact protected classes

Analysis of 2008-2017 homeownership data from the Housing Mortgage Disclosure Act (HMDA) showed that the mortgage denial rate in Oakland County is disproportionately among Black and African American households, who had an average denial rate of 29%. This denial rate was significantly higher than the county's overall average of 15%. Comparatively, White households had the county's lowest average denial rate at 13%.

Additionally, Comprehensive Housing Affordability Strategy (CHAS) data analysis on housing needs performed in this Consolidated Plan revealed that Black households exhibited disproportionately high rates of housing problems compared to the county as a whole.

Disparate patterns in lending, moderate to high levels of segregation, insufficient affordable housing in a range of unit sizes, racial minority households with disproportionate rates of housing problems, insufficient accessible affordable housing, and discrimination on the basis of disability were all identified as high priority contributing factors that impacted fair housing choice in the county's latest AI.

Zoning, Affordability, and Housing Choice

Although zoning ordinances and land use codes play an important role in regulating the health and safety of the built environment, overly restrictive codes can negatively impact housing affordability and fair housing choice within a jurisdiction. A Land Use Planner

Survey of jurisdictions' zoning codes and land use regulations was conducted to identify any barriers that might impede access to housing. This survey found that most jurisdictions define the word "family" as related by blood, marriage, or adoption or "related" in any other traditional sense, which may limit access to housing choice. In addition, few jurisdictions actively encourage affordable housing development or inclusionary policies.

Barriers to housing access in the private market

In addition to these public-sector barriers, the private market can also create barriers. Some landlords may refuse to rent units to households receiving other forms of housing assistance. This practice, known as source of income discrimination, reduces the affordability of existing units in the private housing stock and creates barriers to obtaining affordable housing. While source of income discrimination is illegal in the state of Michigan, many residents still struggle to find landlords willing to accept Section 8 or Housing Choice Vouchers for reasons ranging from stigma and discrimination to landlord concern about the potential for added cost. Housing Choice Vouchers make up a significant portion of publicly supported housing within Oakland County and are a key element in providing affordable housing to the county's most vulnerable populations. Because of this, landlord reluctance presents a significant barrier to affordable housing.

Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment

Oakland County has implemented several strategies to increase access to affordable housing in the region through countywide programs and partnerships with area nonprofits and service organizations. These actions include the County's establishment of the Housing Trust Fund (HTF) in 2023, which supports the development and preservation of affordable, attainable, workforce, and mixed-income housing throughout the county. Eligible applicants for HTF funds include developers, Community Housing Development Organizations (CHDOs), government entities, local housing commissions/authorities, and other housing-related development/preservation entities. The HTF and NHD have been successful in working with their local city, village, and township partners to approve zoning changes, payment in lieu of taxes (PILOTs), tax increment financing districts, and other local control matters that has resulted in the creation or preservation of over 1,550 mixed-income housing units.

The Unlocking Doors Oakland County Program also helps remove barriers to housing for homeless individuals receiving voucher assistance. This program incentivizes

landlords to rent their home or apartment to a homeless individual with a housing voucher by providing up to $3,000 in assistance for minor unit repairs if they participate.

AP-85 OTHER ACTIONS – 91.220(K)

Introduction:

This section details Oakland County's plans to ensure safe and affordable housing for its residents, meet underserved needs, reduce poverty, develop institutional structure, and enhance coordination between public and private sector housing and community development agencies.

Actions planned to address obstacles to meeting underserved needs

Residents and stakeholders who participated in this planning process noted that underserved needs in Oakland County include housing affordable to residents with low or moderate incomes; housing and services for people experiencing or at risk of homelessness; and a range of public services and facilities to meet specific community needs. Obstacles to meeting underserved needs include:

- Loss of existing affordable housing due to factors such as increasing rents and home values and aging housing stock in need of rehabilitation
- High costs of new development and associated need for subsidies for development of new affordable housing
- Increasing homelessness due to high housing costs and need for services to connect residents with permanent housing and services, and
- Limited funding to provide needed services and facilities.

To develop additional resources to address affordable housing, homelessness, and public services and facilities needs, Oakland County will fund a variety of projects to meet underserved needs such as affordable housing, homelessness, public facilities and infrastructure, and public services. The County will continue to leverage a variety of funds, including CDBG, HOME, and HTF funds to accomplish this work.

Actions planned to foster and maintain affordable housing

To maintain and expand the current affordable housing stock, Oakland County through NHD and the HTF, will continue to identify and develop partnerships with nonprofit housing organizations and housing developers with the goal of increasing the supply of affordable housing by leveraging outside resources and their development experience. These may include LIHTC or other developers considering housing projects in the county. The County will also look at using funding or grants that can be leveraged to bring new dollars for affordable housing or homelessness into the community. Finally, the County will continue to increase housing affordability by providing funding for

infrastructure to support affordable housing development, accessibility and home repair programs, and tenant-based rental assistance.

In addition to specific programs designed to foster and maintain affordable housing, participating cities will review zoning ordinance for prospective barriers to affordable housing development and make amendments as needed, including possible changes that would decrease costs or risk for multifamily and other affordable housing developments, and identifying zones where multifamily and other affordable housing types, such as accessory dwelling units or smaller homes, may be built as-of-right.

Actions planned to reduce lead-based paint hazards

An important initiative emanating from HUD in the last decade is the reduction of lead-based paint hazards, and many jurisdictions around the country have focused on reaching this goal. The federal Residential Lead-Based Paint Hazard Reduction Act of 1992 (Title X of the Housing and Community Development Act of 1992) amends the Lead-Based Paint Poisoning Prevention Act of 1971, which is the law covering lead-based paint in federally funded housing. These laws and subsequent regulations issued by the U.S. Department of Housing and Urban Development (24 CFR part 35) protect young children from lead-based paint hazards in housing that is financially assisted or being sold by the federal government.

Should Oakland County undertake any property rehabilitation projects, the County will assess whether lead-based paint might be present and, if so, follow the guidelines set forth in the Residential Lead-Based Paint Hazard Reduction Act of 1992. Oakland County is committed to testing and abating lead in all pre-1978 housing units assisted with federal grant funds in any of the housing programs it implements.

Actions planned to reduce the number of poverty-level families

Supportive services such as homeless prevention/assistance, emergency rental/utility assistance, food assistance, education, and health resources are offered by a variety of area nonprofits and organizations, including Oakland Livingston Human Service Agency (OLHSA), Community Housing Network (CHN), Lighthouse, and HOPE Shelters, among others. These organizations are guided by the goal of reducing the number of Oakland County households living in poverty through direct assistance via financial aid, food pantries, clothing distribution, and other wraparound services that help residents meet basic needs and move toward long-term stability.

In addition, NHD and the HTF have invested in the development or preservation of 1,550 mixed-income housing units including 981 project-based voucher units. Included in the 981 voucher units are 173 permanent supportive housing units. NHD is committed to providing and connecting Oakland County residents with wrap around services intended to eliminate housing insecurity.

Actions planned to develop institutional structure

The unmet needs of rental housing affordable to low-income residents and social services for individuals and families experiencing or at risk of homelessness present an opportunity for the County to further connect with and support organizations, affordable housing developers, and agencies working to address these needs in Oakland County. The County will also continue to work within existing partnerships and coalitions, such as the Alliance for Housing to work toward meeting local housing and service needs. Oakland County will continue to work closely with state and local agencies and governments, nonprofit organizations, and other service providers to coordinate delivery of services to county residents. The Neighborhood and Housing Development Division will continue to consult with various housing, homelessness, social service, elderly, and disability resource agencies to gather data and identify service gaps.

Actions planned to enhance coordination between public and private housing and social service agencies

Oakland County will continue to be an active participant in the Alliance for Housing, which secures and distributes funding for direct service providers in the housing and homeless community and provides guidance to strengthen policies and programs. This work includes street outreach, emergency shelter, transitional housing, rapid rehousing, prevention and diversion, and permanent supportive housing. The County will also continue to partner with regional organizations, such as the Southeast Michigan Economic Development Council, to enhance coordination between area agencies.

OAKLAND COUNTY MICHIGAN

NEIGHBORHOOD & HOUSING DEVELOPMENT

2026-2030



Program Specific Requirements

AP-90 PROGRAM SPECIFIC REQUIREMENTS – 91.220(L)(1,2,4)

Introduction:

CDBG Revolving Loan Funds are used to support Home Improvement Program projects in accordance with CDBG & HUD guidelines.

Community Development Block Grant Program (CDBG)

Reference 24 CFR 91.220(l)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	0
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan.	0
5. The amount of income from float-funded activities	0
Total Program Income	**0**

Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	98%

HOME Investment Partnership Program (HOME)

Reference 24 CFR 91.220(l)(2)

1. A description of other forms of investment being used beyond those identified in Section 92.205 is as follows:

   Other forms of investment include private and other public investments. HOME funds will not be invested in a loan guarantee as an eligible activity as indicated in 24 CFR 92.205(b).

2. A description of the guidelines that will be used for resale or recapture of HOME funds when used for homebuyer activities as required in 92.254, is as follows:

   The Oakland County Neighborhood & Housing Development Division has comprehensive program guidelines which provide for the recapture of HOME funds in compliance with program requirements 24 CFR 92.254(a). Under the recapture provision, the HOME investment subject to recapture is the HOME assistance that enables the homebuyer to afford the dwelling unit. This homebuyer assistance is a subsidy ($1,000.00 minimum) that makes the home affordable to a low-income homebuyer. The County's home buyer assistance is a deferred payment loan with 0% interest. The Division secures its interest in the property with a mortgage and note. One hundred percent of the HOME investment is recaptured upon conversion of property use and/or ownership unless, due to foreclosure, there are not enough proceeds to pay the full amount of the loan. The County will accept the balance of the net proceeds as payment in full, the debt will be extinguished and the affordability period ends. Recaptured funds must be used to carry out HOME eligible

activities.

3. A description of the guidelines for resale or recapture that ensures the affordability of units acquired with HOME funds? See 24 CFR 92.254(a)(4) are as follows:

   The HOME Program stipulates an affordability period on projects assisted with HOME funds to ensure that HOME investments yield affordable housing over the long term. Section 215 of the National Affordable Housing Act outlines the term "affordable housing". To qualify as affordable, all rental and homeownership units constructed or rehabilitated with HOME funds must adhere to the regulation. It is the responsibility of each HOME participating jurisdiction to report to HUD the number of affordable units completed on an annual basis. Although the CDBG program does not require the qualification of units as "affordable" following the HOME Section 215 regulations, it is useful to keep track of affordable units rehabilitated with CDBG funds. Oakland County meets Section 215 requirements as:

   - HOME assisted units are available for households at 80% of area median income (AMI) or below
   - Initial purchase price of units does not exceed HUD Homeownership Value Limits
   - The units serve as the owner's principal residence
   - All newly constructed housing meets energy efficiency standards
   - Recapture provisions allow the County to provide assistance as a deferred loan secured by mortgage and note (0% interest)
   - The loan becomes due and payable when the homeowner vacates, sells, transfers, or assigns any legal or equitable interest in the property except where prohibited by law. Upon the deaths of the loan recipients, it is the responsibility of the estate or heirs to repay the loan when the estate is settled.

4. Plans for using HOME funds to refinance existing debt secured by multifamily housing that is rehabilitated with HOME funds along with a description of the refinancing guidelines required that will be used under 24 CFR 92.206(b), are as follows:

   The Oakland County HOME Consortium does not intend to refinance existing debt secured by multifamily housing rehabilitated with HOME funds.

5. If applicable to a planned HOME TBRA activity, a description of the preference for persons with special needs or disabilities. (See 24 CFR 92.209(c)(2)(i) and CFR 91.220(l)(2)(vii)).

Not Applicable.

6. If applicable to a planned HOME TBRA activity, a description of how the preference for a specific category of individuals with disabilities (e.g. persons with HIV/AIDS or chronic mental illness) will narrow the gap in benefits and the preference is needed to narrow the gap in benefits and services received by such persons. (See 24 CFR 92.209(c)(2)(ii) and 91.220(l)(2)(vii)).

   Not Applicable.

7. If applicable, a description of any preference or limitation for rental housing projects. (See 24 CFR 92.253(d)(3) and CFR 91.220(l)(2)(vii)). Note: Preferences cannot be administered in a manner that limits the opportunities of persons on any basis prohibited by the laws listed under 24 CFR 5.105(a).

   Not Applicable.

Emergency Solutions Grant (ESG) Reference 91.220(l)(4)

1. Include written standards for providing ESG assistance (may include as attachment)

   For the Homeless Assistance and Rapid Re-housing portion of the grant, recipient agencies will conduct an initial evaluation to determine each individual or family's eligibility for ESG assistance and the amount and types of assistance the household needs to regain stability in permanent housing. The evaluations will be conducted in accordance with the centralized assessment requirements of the Oakland County Continuum of Care. Eligibility requirements for the Rapid ReHousing and/or prevention components of the program include:

   - The program participant must meet the criteria under the Federal homeless definition as amended under the HEARTH act. A homeless certification form is required.
   - The household income must be less than 30% of AMI. Annual income will be calculated using the standards for calculating income under HOME and Section 8 income guidelines.
   - The household cannot have assets more than $1,000 for an individual or $2,000 for a family
   - The program participant lacks enough resources and support networks necessary to retain housing without ESG Assistance, but for this assistance they

would be homeless.

After an initial evaluation, a housing plan will be developed, and a participant must meet with his or her caseworker as prescribed under the plan. Unless prohibited under the Violence Against Women Act, as amended or the Family Violence Prevention and Services Act, the recipient will be connected to appropriate supportive services including assistance in obtaining permanent housing, mental health treatment, counseling and other services essential for achieving independent living. They will also be linked to federal, state, local and private assistance available to assist with obtaining housing stability including Medicaid, food assistance, WIC, unemployment benefits, SSI, SSDI, Veteran's benefits, medical assistance, legal aid, employment assistance and other locally available assistance programs. A plan will be developed to assist the program participant to retain permanent housing after the assistance ends, considering all relevant considerations such as the program participants current or expected income and expenses, other public or private assistance for which the program participant will be eligible and likely to receive and the affordability of available housing in the area. Each participant will be linked to available PSH programs or the local HCV, Section 8 Voucher Programs, Public Housing Authorities and project based rental assistance when the waiting lists are open.

2. If the Continuum of Care has established centralized or coordinated assessment system that meets HUD requirements, describe that centralized or coordinated assessment system.

Oakland County agencies practice a no wrong door approach. Coordination among emergency shelter providers, essential services providers, homelessness prevention and rapid re-housing assistance providers, other homeless assistance providers and mainstream services and housing providers will be done through HMIS sharing, the centralized assessment form, the local Homeless Assistance and Recovery Agency (HARA) and the Community Inter-Agency Service Team (CIST). All ESG recipients will be required to be an active member of the Continuum of Care and attend bimonthly meetings. At these meetings, case managers can share information and resources and assist each other with resources for clients. MSHDA and Michigan DHHS with the full support from the Michigan Coalition Against Homelessness requires the use of a single assessment tool for people experiencing homelessness. This tool, known as the Vulnerability Index - Service Prioritization Decision Assistance Tool (VI-SPDAT) will provide HARAs and other housing agencies with a standardized, evidence-informed assessment process that prioritizes vulnerability. Michigan's Campaign to End Homelessness is committed to Housing First and has identified VI-SPDAT as the tool that will be implemented in every community so that our state moves forward in ending homelessness while supporting HEARTH Act regulations.

Youth programs are exempt and use their own similar statewide assessment tool. Oakland County providers meet once a month and have calls weekly to discuss VI-SPDAT scores and prioritize program openings based on need

VI-SPDAT training is provided and offered free of charge. The training is mandatory for HARA midlevel management, HARA front line staff, DHHS Continuum of Care mid-level management and DHHS Continuum of Care Program front line staff. The DHHS Continuum of Care Program includes the following projects: Rapid Re-Housing Initiative, Transitional Supportive Housing Leasing Assistance Program, Rural Housing & Supportive Services and the Rural Homeless PSH Initiative. HARA and DHHS Continuum of Care Program and Executive Directors are strongly encouraged to attend the training. HMIS entry is not granted to agency employees until VI-SPDAT training has been completed.

3. Identify the process for making sub-awards and describe how the ESG allocation available to private nonprofit organizations (including community and faith-based organizations).

   Generally, each June the Division hosts an ESG application workshop. The workshop is advertised in the Oakland Press, on the Oakland County website and on the Alliance for Housing list serve. The workshop provides details on the application requirements for the emergency shelter, HMIS and homeless prevention and rapid re-housing activities. Applicants are required to submit supporting documents including non-profit status, HMIS certification, non-debarment status, financial statements, insurance, policies and procedures and budgets. All emergency shelters that meet the application requirements receive funding based on formula. The lead agency of the CoC receives the HMIS funds. HPRP is scored based upon specific criteria and the awards are determined by committee. One-year contracts are awarded once funds are released.

4. If the jurisdiction is unable to meet the homeless participation requirement in 24 CFR 576.405(a), the jurisdiction must specify its plan for reaching out to and consulting with homeless or formerly homeless individuals in considering policies and funding decisions regarding facilities and services funded under ESG.

   The Division has a member of Citizen Advisory Council who was previously homeless and was “couch surfing” with her child for a period of time. Though this does not meet the official definition of homeless, Oakland County is committed to having representation of formerly homeless individuals on its advisory board. However, through consultation with the Continuum of Care and citizen participation process, the County obtains input from homeless or formerly homeless persons. In

addition, as previously required in the ESG and Homeless Prevention and Rapid Re-Housing Program, the Division is passing this requirement on to funded agencies via contract language. This requirement will be checked at monitoring. The Continuum of Care has a formerly homeless person on their board. The Continuum of Care provides input to the Division on the ESG program.

5. Describe performance standards for evaluating ESG.

ESG Monitoring Standards and Procedures - Oakland County will continue to implement a monitoring policy to ensure that ESG recipients follow applicable requirements. Annual onsite monitoring of shelters and transitional housing providers will include inspections to ensure that housing conforms to habitability standards under the HEARTH Act as well as LBP regulations. In addition to project performance, accountability, financial responsibility and adherence to federal grant management regulations. Monitor reviews will sample client files to ensure that case management, action plans and referrals to mainstream benefits are provided and the files are maintained appropriately.

Reimbursement requests will be reviewed, and cross referenced with contracts and procurement documents as warranted. Rapid re-housing and homeless prevention files will be checked to ensure that all required documents including homeless certification forms, income calculations, lease, recertification documents and habitability inspection reports are accurate. In addition, before reimbursement can be made verification will be required including certification of homelessness, lease documents, income calculations, as well as cancelled checks and invoices. A contract will be developed requiring quarterly reimbursement requests and timely expenditure of funds. Monitoring was done via desk audits or in person as the COVID-19 pandemic restrictions allow.

Performance Measures - Oakland County's ESG program complies with CoC performance measurements which are available at https://www.oaklandhomeless.org/

Homeless - 65% of participants who meet the homeless definition will be stably housed 90 days after being exited from ESG/HARA through independent means or through linkage to another program (e.g. PSH, subsidized housing).

Chronically Homeless - 50% of participants who meet the chronically homeless definition will be stably housed 90 days after being exited from ESG/HARA through independent means or through linkage to another program (e.g. PSH, subsidized

housing).

In April 2016, MDHHS, MSHDA and MCAH issued an important update to the SPDAT which outlines the VI- SPDAT and SPDAT requirements. SPDAT has brought Michigan further along in the goal to redesign systems by providing every community a standardized evidence-based tool to support coordinated entry while taking Housing First practices to scale statewide. Since the implementation of the VI-SPDAT, the Alliance has reported that the tool helps them gauge the progression of client self-sufficiency as it relates to housing. Because the full VI-SPDAT is used during every follow-up meeting completed with active ESG clients assisted, it is instrumental in practicing progressive engagement with clients to ensure not only that basic needs are being fulfilled but that linkage to other resources is being made. Additional MSHDA/ESG outcomes include:

- Percentage of those served who maintain housing one year after assistance ends (RRH and Prevention)
- Percentage of clients that increase income within that year and/or within the timeframe of active housing assistance
- Length of time between screening/intake and moving into housing
- Minimum number of households served each PY Modifications to the residency factor in the ESG formula have been discussed at the staff level. The Division plans to meet with stakeholders and to present any proposed changes for CAC and BOC consideration. For the PY 2026-2030 Consolidated Plan the Division will follow its Citizen Participation Plan amendment process if required to address any ESG formula changes that may impact the County's program.

FY26 Special Revenue Grant **Schedule B - Continuations (PY2026 Con Plan & AAP)**							estimate*	estimate*	estimate*	estimate*	estimate*	estimate*	estimate	estimate	estimate	
Dept. #	FY26 Pos. #	Budgeted Class	FT/PT	Hours	Filled As		Percentage CDBG	Percentage HOME	Perentage ESG	EGLE	CHIP	HOME ARP	HIP Project Service Delivery	HOME Project Service Delivery	MHSHDA	Percent
1060701	P00015987	Neighborhood & Housing Development NHD Officer	FTE	1040	NHD Officer	CDBG, HOME & ESG	50	35	5	0	0	10	0	0	0	100
1020615	P00002489	Fiscal Services Accountant III	FTE	1664	Fiscal Services Accountant III	CDBG, HOME & ESG	50	30	5	5	5	5	0	0	0	100
1060701	P00014810	Chief Neighborhood & Housing Development	FTE	2080	Chief Financial Officer & Deputy Manager	CDBG, HOME & ESG	40	30	5	2.5	2.5	20	0	0	0	100
1060701	P00001370	Grant Compliance & Program Coordinator	FTE	2080	Grants Compliance Coordinator	CDBG, HOME & ESG	60	25	5	1	1	8	0	0	0	100
1060701	P00014811	Neighborhood & Housing Development Coommunity Liaison	FTE	2080	Community Engagement Liaison	CDBG, HOME & ESG	60	20	0	0	0	20	0	0	0	100
1060702	P00003354	Housing Counseling Supervisor	FTE	2080	Supervisor Housing Counseling & Homeless Services	CDBG, HOME & ESG	85	0	10	0	0	0	0	0	5	100
1060702	P00000730	Neighborhood & Housing Development Specialist Senior	FTE	2080	HUD Certified Housing Counselor	CDBG, HOME & ESG	85	0	10	0	0	0	0	0	5	100
1060702	P00010806	Neighborhood & Housing Development Specialist Senior	FTE	2080	HUD Certified Housing Counselor	CDBG, HOME & ESG	85	0	10	0	0	0	0	0	5	100
1060701	P00003182	Supervisor Neighborhood & Housing Development	FTE	2080	Supervisor Contract Compliance Unit	CDBG & HOME	100	0	0	0	0	0	0	0	0	100
1060701	P00003567	Neighborhood & Housing Development Specialist Senior	FTE	2080	Senior Specialist - Environmental Officer	CDBG & HOME & ESG	80	20	0	0	0	0	0	0	0	100
1060701	P00000999	Supervisor Neighborhood & Housing Development	FTE	2080	Supervisor Field Services	CDBG & HOME	60	30	0	2.5	2.5	5	0	0	0	100
1060701	P00002426	Neighborhood & Housing Development Field Technician Senior	FTE	2080	Senior Field Technician	CDBG & HOME	35	20	0	2.5	2.5	0	20	20	0	100
1060701	P00009522	Neighborhood & Housing Development Field Technician Senior	FTE	2080	Senior Field Technician	CDBG & HOME	35	20	0	2.5	2.5	0	20	20	0	100
1060701	P00001457	Neighborhood & Housing Development Field Technician	FTE	2080	Field Technician	CDBG & HOME	35	20	0	2.5	2.5	0	20	20	0	100
1060701	P00001371	Supervisor Neighborhood & Housing Development Administrative Services	FTE	2080	Supervisor Adminstrative Services	CDBG & HOME	50	30	0	0	0	20	0	0	0	100
1060701	P00001768	Neighborhood & Housing Development Technician	FTE	2080	Loan Services Specialist	CDBG & HOME	40	35	0	2.5	2.5	0	10	10	0	100
1060701	P00003230	Neighborhood & Housing Development Technician	FTE	2080	Loan Services Specialist	CDBG & HOME	40	35	0	2.5	2.5	0	10	10	0	100
1060701	P00001279	Neighborhood & Housing Development Coordinator	FTE	2080	Eligibility Coordinator	CDBG & HOME	40	35	0	2.5	2.5	0	10	10	0	100
1060701	P00006098	Neighborhood & Housing Development Coordinator	FTE	2080	Coordinator	CDBG & HOME	40	35	0	2.5	2.5	0	10	10	0	100
1060701	P00005413	Neighborhood & Housing Development Assistant	FTE	2080	Assistant	CDBG, HOME & ESG	50	40	0	0	0	10	0	0	0	100
1060701	P00005341	Student**	PTNE	1250	Student - PTNE	CDBG, HOME & ESG	50	40	10	0	0	0	0	0	0	100

* The percentage of hours allocated to each grant is an estimate. Hours charged to grants is dictated by grant activities

**The student position is being used by Oakland Connects

Request to remove the f

Dept. #	FY26 Pos. #	Budgeted Class
1060701	P00003430	Neighborhood & Housing Development Coordinator
1060701	P00003231	Neighborhood & Housing Development Coordinator
1060701	P00009578	Neighborhood & Housing Development Specialist

following positions:

FT/PT	Hours	Filled As	Grant
FTE	2080	Eligibility Coordinator	CDBG and HOME
FTE	2080	Eligibility Coordinator	CDBG and HOME
FTE	2080	Specialist	CDBG

OMB Number: 4040-0004
Expiration Date: 03/31/2029

Application for Federal Assistance SF-424

* 1. Type of Submission:
- [ ] Preapplication
- [x] Application
- [ ] Changed/Corrected Application

* 2. Type of Application:
- [x] New
- [ ] Continuation
- [ ] Revision

* If Revision, select appropriate letter(s):

* Other (Specify):

* 3. Date Received:

4. Applicant Identifier:

5a. Federal Entity Identifier:

5b. Federal Award Identifier: B26UC260002

State Use Only:

6. Date Received by State:

7. State Application Identifier:

8. APPLICANT INFORMATION:

* a. Legal Name: County Of Oakland

* b. Employer/Taxpayer Identification Number (EIN/TIN): 386004876

* c. UEI: HZ4EUKDD7AB4

d. Address:

* Street1: 1200 N. Telegraph Rd. 34E
Street2:
* City: Pontiac
County/Parish:
* State: MI: Michigan
Province:
* Country: USA: UNITED STATES
* Zip / Postal Code: 48341 - 1032

e. Organizational Unit:

Department Name: Health and Human Services

Division Name: Neighborhood & Housing Develop

f. Name and contact information of person to be contacted on matters involving this application:

Prefix:
* First Name: Khadija
Middle Name:
* Last Name: Walker-Fobbs
Suffix:

Title: Officer, Neighborhood & Housing Development

Organizational Affiliation:

* Telephone Number: (248) 910-0816
Fax Number:

* Email: walker-fobbsk@oakgov.com

Application for Federal Assistance SF-424

*** 9. Type of Applicant 1: Select Applicant Type:**

B: County Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

*** 10. Name of Federal Agency:**

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

11. Assistance Listing Number:

14.218

Assistance Listing Title:

Community Development Block Grant Program for Entitlement Communities

*** 12. Funding Opportunity Number:**

* Title:

13. Competition Identification Number:

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

Attachment A - Participating Communities.pd | Add Attachment | Delete Attachment | View Attachment

*** 15. Descriptive Title of Applicant's Project:**

Public Facilities, neighborhood and housing improvements and public services benefiting low income persons in Oakland County Urban County participating communities.

Attach supporting documents as specified in agency instructions.

Add Attachments | Delete Attachments | View Attachments

Application for Federal Assistance SF-424

16. Congressional Districts Of:

* a. Applicant: MI-008 | * b. Program/Project: MI-008

Attach an additional list of Program/Project Congressional Districts if needed.

MI-009, MI-011, MI-014.docx | Add Attachment | Delete Attachment | View Attachment

17. Proposed Project:

* a. Start Date: 07/01/2026 | * b. End Date: 06/30/2027

18. Estimated Funding ($):

* a. Federal	3,767,803.00
* b. Applicant	
* c. State	
* d. Local	
* e. Other	
* f. Program Income	1,481,204.14
* g. TOTAL	5,249,007.14

*** 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

☐ a. This application was made available to the State under the Executive Order 12372 Process for review on .

☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.

☒ c. Program is not covered by E.O. 12372.

*** 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**

☐ Yes ☒ No

If "Yes", provide explanation and attach

Add Attachment | Delete Attachment | View Attachment

21. *By signing this application, I certify (1) to the statements contained in the list of certifications and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 18, Section 1001)**

☒ ** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix: Mr./Mr. | * First Name: David/David

Middle Name:

* Last Name: Coulter/Woodward

Suffix:

* Title: County Executive/Chair Board of Commissioners

* Telephone Number: 248-858-0484/248-858-0100 | Fax Number:

* Email: coulterd@oakgov.com / woodwardd@oakgov.com

* Signature of Authorized Representative: | * Date Signed:

Attachment A

Oakland County Urban County Participating Communities:

Cities

Auburn Hills, Berkley, Birmingham, Bloomfield Hills, Clarkston, Clawson, Farmington, Ferndale, Hazel Park, Huntington Woods, Keego Harbor, Lathrup Village, Madison Heights, Northville, Novi, Oak Park, Orchard Lake Village, Pleasant Ridge, Rochester, Rochester Hills, South Lyon, Sylvan Lake, Troy, Walled Lake, Wixom

Townships

Addison, Bloomfield, Brandon, Commerce, Groveland, Highland, Holly, Independence, Lyon, Milford, Oakland, Orion, Oxford, Rose, Royal Oak, Springfield, West Bloomfield, White Lake

Villages

Beverly Hills, Franklin, Holly, Lake Orion, Leonard, Milford, Ortonville, Oxford, Wolverine Lake

OMB Number: 4040-0004
Expiration Date: 03/31/2029

Application for Federal Assistance SF-424

* 1. Type of Submission:
- [ ] Preapplication
- [x] Application
- [ ] Changed/Corrected Application

* 2. Type of Application:
- [x] New
- [ ] Continuation
- [ ] Revision

* If Revision, select appropriate letter(s):

* Other (Specify):

* 3. Date Received:

4. Applicant Identifier:

5a. Federal Entity Identifier:

5b. Federal Award Identifier: M26DC260210

State Use Only:

6. Date Received by State:

7. State Application Identifier:

8. APPLICANT INFORMATION:

* a. Legal Name: County Of Oakland

* b. Employer/Taxpayer Identification Number (EIN/TIN): 386004876

* c. UEI: HZ4EUKDD7AB4

d. Address:

* Street1: 1200 N. Telegraph Rd. 34E
Street2:
* City: Pontiac
County/Parish:
* State: MI: Michigan
Province:
* Country: USA: UNITED STATES
* Zip / Postal Code: 48341 - 1032

e. Organizational Unit:

Department Name: Health and Human Services

Division Name: Neighborhood & Housing Develop

f. Name and contact information of person to be contacted on matters involving this application:

Prefix:
* First Name: Khadija
Middle Name:
* Last Name: Walker-Fobbs
Suffix:

Title: Officer, Neighborhood & Housing Development

Organizational Affiliation:

* Telephone Number: (248) 910-0816
Fax Number:

* Email: walker-fobbsk@oakgov.com

Application for Federal Assistance SF-424

*** 9. Type of Applicant 1: Select Applicant Type:**

B: County Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

*** 10. Name of Federal Agency:**

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

11. Assistance Listing Number:

14.239

Assistance Listing Title:

HOME Investment Partnership Program

*** 12. Funding Opportunity Number:**

* Title:

13. Competition Identification Number:

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

Attachment B - HOME Consortium Communities.

Add Attachment | Delete Attachment | View Attachment

*** 15. Descriptive Title of Applicant's Project:**

Acquisition, rehabilitation, new construction of affordable rental and/or owner housing and home buyer assistance in Oakland County HOME Consortium and CDBG participating communities
Add Attachments

Attach supporting documents as specified in agency instructions.

Add Attachments | Delete Attachments | View Attachments

Application for Federal Assistance SF-424

16. Congressional Districts Of:

* a. Applicant: MI-008 | * b. Program/Project: MI-008

Attach an additional list of Program/Project Congressional Districts if needed.

MI-009, MI-011, MI-014.docx | Add Attachment | Delete Attachment | View Attachment

17. Proposed Project:

* a. Start Date: 07/01/2026 | * b. End Date: 06/30/2027

18. Estimated Funding ($):

* a. Federal	1,877,222.90
* b. Applicant	
* c. State	
* d. Local	
* e. Other	
* f. Program Income	1,600,000.00
* g. TOTAL	3,477,222.90

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☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.

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*** 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**

☐ Yes ☒ No

If "Yes", provide explanation and attach

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Middle Name:

* Last Name: Coulter/Woodward

Suffix:

* Title: County Executive/Chair Board of Commissioners

* Telephone Number: 248-858-0484/248-858-0100 | Fax Number:

* Email: coulterd@oakgov.com / woodwardd@oakgov.com

* Signature of Authorized Representative: | * Date Signed:

Attachment B

Oakland County HOME Consortium Communities:

Cities

Auburn Hills, Berkley, Birmingham, Bloomfield Hills, Clarkston, Clawson, Farmington, Farmington Hills, Ferndale, Hazel Park, Huntington Woods, Keego Harbor, Lathrup Village, Madison Heights, Northville, Novi, Oak Park, Orchard Lake Village, Pleasant Ridge, Rochester, Rochester Hills, Royal Oak, Southfield, South Lyon, Sylvan Lake, Troy, Walled Lake, Wixom

Townships

Addison, Bloomfield, Brandon, Commerce, Groveland, Highland, Holly, Independence, Lyon, Milford, Oakland, Orion, Oxford, Rose, Royal Oak, Springfield, West Bloomfield, White Lake

Villages

Beverly Hills, Franklin, Holly, Lake Orion, Leonard, Milford, Ortonville, Oxford, Wolverine Lake

OMB Number: 4040-0004
Expiration Date: 03/31/2029

Application for Federal Assistance SF-424

* 1. Type of Submission:
- [ ] Preapplication
- [x] Application
- [ ] Changed/Corrected Application

* 2. Type of Application:
- [x] New
- [ ] Continuation
- [ ] Revision

* If Revision, select appropriate letter(s):

* Other (Specify):

* 3. Date Received:

4. Applicant Identifier:

5a. Federal Entity Identifier:

5b. Federal Award Identifier: E26UC260002

State Use Only:

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8. APPLICANT INFORMATION:

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* b. Employer/Taxpayer Identification Number (EIN/TIN): 386004876

* c. UEI: HZ4EUKDD7AB4

d. Address:

* Street1: 1200 N. Telegraph Rd. 34E
Street2:
* City: Pontiac
County/Parish:
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* Country: USA: UNITED STATES
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e. Organizational Unit:

Department Name: Health and Human Services

Division Name: Neighborhood & Housing Develop

f. Name and contact information of person to be contacted on matters involving this application:

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* First Name: Khadija
Middle Name:
* Last Name: Walker-Fobbs
Suffix:

Title: Officer, Neighborhood & Housing Development

Organizational Affiliation:

* Telephone Number: (248) 910-0816
Fax Number:

* Email: walker-fobbsk@oakgov.com

Application for Federal Assistance SF-424

*** 9. Type of Applicant 1: Select Applicant Type:**

B: County Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

*** 10. Name of Federal Agency:**

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

11. Assistance Listing Number:

14.231

Assistance Listing Title:

Emergency Solutions Grants Program

*** 12. Funding Opportunity Number:**

* Title:

13. Competition Identification Number:

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

Attachment C - Participating Communities.pd | Add Attachment | Delete Attachment | View Attachment

*** 15. Descriptive Title of Applicant's Project:**

Emergency Shelter, Homeless Prevention & Rapid Rehousing, HMIS, and Administration

Attach supporting documents as specified in agency instructions.

Add Attachments | Delete Attachments | View Attachments

Application for Federal Assistance SF-424

16. Congressional Districts Of:

* a. Applicant: MI-008 | * b. Program/Project: MI-008

Attach an additional list of Program/Project Congressional Districts if needed.

MI-009, MI-011, MI-014.docx | Add Attachment | Delete Attachment | View Attachment

17. Proposed Project:

* a. Start Date: 07/01/2026 | * b. End Date: 06/30/2027

18. Estimated Funding ($):

* a. Federal	328,280.00
* b. Applicant	
* c. State	
* d. Local	
* e. Other	
* f. Program Income	
* g. TOTAL	328,280.00

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Authorized Representative:

Prefix: Mr./Mr. | * First Name: David/David

Middle Name:

* Last Name: Coulter/Woodward

Suffix:

* Title: County Executive/Chair Board of Commissioners

* Telephone Number: 248-858-0484/248-858-0100 | Fax Number:

* Email: coulterd@oakgov.com / woodwardd@oakgov.com

* Signature of Authorized Representative: | * Date Signed:

Attachment C

Oakland County Urban County Participating Communities:

Cities

Auburn Hills, Berkley, Birmingham, Bloomfield Hills, Clarkston, Clawson, Farmington, Ferndale, Hazel Park, Huntington Woods, Keego Harbor, Lathrup Village, Madison Heights, Northville, Novi, Oak Park, Orchard Lake Village, Pleasant Ridge, Rochester, Rochester Hills, South Lyon, Sylvan Lake, Troy, Walled Lake, Wixom

Townships

Addison, Bloomfield, Brandon, Commerce, Groveland, Highland, Holly, Independence, Lyon, Milford, Oakland, Orion, Oxford, Rose, Royal Oak, Springfield, West Bloomfield, White Lake

Villages

Beverly Hills, Franklin, Holly, Lake Orion, Leonard, Milford, Ortonville, Oxford, Wolverine Lake

CERTIFICATIONS

In accordance with the applicable statutes and the regulations governing the consolidated plan regulations, the jurisdiction certifies that:

Affirmatively Further Fair Housing --The jurisdiction will affirmatively further fair housing.

Uniform Relocation Act and Anti-displacement and Relocation Plan -- It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, (42 U.S.C. 4601-4655) and implementing regulations at 49 CFR Part 24. It has in effect and is following a residential anti-displacement and relocation assistance plan required under 24 CFR Part 42 in connection with any activity assisted with funding under the Community Development Block Grant or HOME programs.

Anti-Lobbying --To the best of the jurisdiction's knowledge and belief:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, 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, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and

3. It will require that the language of paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

Authority of Jurisdiction --The consolidated plan is authorized under State and local law (as applicable) and the jurisdiction possesses the legal authority to carry out the programs for which it is seeking funding, in accordance with applicable HUD regulations.

Consistency with plan --The housing activities to be undertaken with Community Development Block Grant, HOME, Emergency Solutions Grant, and Housing Opportunities for Persons With AIDS funds are consistent with the strategic plan in the jurisdiction’s consolidated plan.

Section 3 -- It will comply with section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. 1701u) and implementing regulations at 24 CFR Part 75.

Signature of Authorized Official	Date	Signature of Authorized Official	Date
Title		Title	

Specific Community Development Block Grant Certifications

The Entitlement Community certifies that:

Citizen Participation -- It is in full compliance and following a detailed citizen participation plan that satisfies the requirements of 24 CFR 91.105.

Community Development Plan -- Its consolidated plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that that have been developed in accordance with the primary objective of the CDBG program (i.e., the development of viable urban communities, by providing decent housing and expanding economic opportunities, primarily for persons of low and moderate income) and requirements of 24 CFR Parts 91 and 570.

Following a Plan -- It is following a current consolidated plan that has been approved by HUD.

Use of Funds -- It has complied with the following criteria:

1. Maximum Feasible Priority. With respect to activities expected to be assisted with CDBG funds, it has developed its Action Plan so as to give maximum feasible priority to activities which benefit low- and moderate-income families or aid in the prevention or elimination of slums or blight. The Action Plan may also include CDBG-assisted activities which the grantee certifies are designed to meet other community development needs having particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available (see Optional CDBG Certification).

2. Overall Benefit. The aggregate use of CDBG funds, including Section 108 guaranteed loans, during program year(s) 2026 (7/1/26 - 6/30/27) [a period specified by the grantee of one, two, or three specific consecutive program years], shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period.

3. Special Assessments. It will not attempt to recover any capital costs of public improvements assisted with CDBG funds, including Section 108 loan guaranteed funds, by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements.

However, if CDBG funds are used to pay the proportion of a fee or assessment that relates to the capital costs of public improvements (assisted in part with CDBG funds) financed from other revenue sources, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds.

In addition, in the case of properties owned and occupied by moderate-income (not low-income) families, an assessment or charge may be made against the property for public improvements financed by a source other than CDBG funds if the jurisdiction certifies that it lacks CDBG funds to cover the assessment.

Excessive Force -- It has adopted and is enforcing:

1. A policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and

2. A policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction.

Compliance with Anti-discrimination laws -- The grant will be conducted and administered in conformity with title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d) and the Fair Housing Act (42 U.S.C. 3601-3619) and implementing regulations.

Lead-Based Paint -- Its activities concerning lead-based paint will comply with the requirements of 24 CFR Part 35, Subparts A, B, J, K and R.

Compliance with Laws -- It will comply with applicable laws.

_____ _____

Signature of Authorized Official Date

_____

Title

_____ _____

Signature of Authorized Official Date

_____

Title

OPTIONAL Community Development Block Grant Certification

Submit the following certification only when one or more of the activities in the action plan are designed to meet other community development needs having particular urgency as specified in 24 CFR 570.208(c):

The grantee hereby certifies that the Annual Plan includes one or more specifically identified CDBG-assisted activities which are designed to meet other community development needs having particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community and other financial resources are not available to meet such needs.

_____ _____

Signature of Authorized Official Date

_____

Title

_____ _____

Signature of Authorized Official Date

_____

Title

Specific HOME Certifications

The HOME participating jurisdiction certifies that:

Tenant Based Rental Assistance -- If it plans to provide tenant-based rental assistance, the tenant-based rental assistance is an essential element of its consolidated plan.

Eligible Activities and Costs -- It is using and will use HOME funds for eligible activities and costs, as described in 24 CFR §§92.205 through 92.209 and that it is not using and will not use HOME funds for prohibited activities, as described in §92.214.

Subsidy layering -- Before committing any funds to a project, it will evaluate the project in accordance with the guidelines that it adopts for this purpose and will not invest any more HOME funds in combination with other Federal assistance than is necessary to provide affordable housing;

_____ _____

Signature of Authorized Official Date

_____

Title

_____ _____

Signature of Authorized Official Date

_____

Title

Emergency Solutions Grants Certifications

The Emergency Solutions Grants Program recipient certifies that:

Major rehabilitation/conversion/renovation – If an emergency shelter's rehabilitation costs exceed 75 percent of the value of the building before rehabilitation, the recipient will maintain the building as a shelter for homeless individuals and families for a minimum of 10 years after the date the building is first occupied by a homeless individual or family after the completed rehabilitation.

If the cost to convert a building into an emergency shelter exceeds 75 percent of the value of the building after conversion, the recipient will maintain the building as a shelter for homeless individuals and families for a minimum of 10 years after the date the building is first occupied by a homeless individual or family after the completed conversion.

In all other cases where ESG funds are used for renovation, the recipient will maintain the building as a shelter for homeless individuals and families for a minimum of 3 years after the date the building is first occupied by a homeless individual or family after the completed renovation.

Essential Services and Operating Costs – In the case of assistance involving shelter operations or essential services related to street outreach or emergency shelter, the recipient will provide services or shelter to homeless individuals and families for the period during which the ESG assistance is provided, without regard to a particular site or structure, so long the recipient serves the same type of persons (e.g., families with children, unaccompanied youth, disabled individuals, or victims of domestic violence) or persons in the same geographic area.

Renovation – Any renovation carried out with ESG assistance shall be sufficient to ensure that the building involved is safe and sanitary.

Supportive Services – The recipient will assist homeless individuals in obtaining permanent housing, appropriate supportive services (including medical and mental health treatment, victim services, counseling, supervision, and other services essential for achieving independent living), and other Federal State, local, and private assistance available for these individuals.

Matching Funds – The recipient will obtain matching amounts required under 24 CFR 576.201.

Confidentiality – The recipient has established and is implementing procedures to ensure the confidentiality of records pertaining to any individual provided family violence prevention or treatment services under any project assisted under the ESG program, including protection against the release of the address or location of any family violence shelter project, except with the written authorization of the person responsible for the operation of that shelter.

Homeless Persons Involvement – To the maximum extent practicable, the recipient will involve, through employment, volunteer services, or otherwise, homeless individuals and families in constructing, renovating, maintaining, and operating facilities assisted under the ESG program, in providing services assisted under the ESG program, and in providing services for occupants of facilities assisted under the program.

Consolidated Plan – All activities the recipient undertakes with assistance under ESG are consistent with its consolidated plan.

Discharge Policy – The recipient will establish and implement, to the maximum extent practicable and where appropriate, policies and protocols for the discharge of persons from publicly funded institutions or systems of care (such as health care facilities, mental health facilities, foster care or other youth facilities, or correction programs and institutions) in order to prevent this discharge from immediately resulting in homelessness for these persons.

Signature of Authorized Official Date

Title

Signature of Authorized Official Date

Title

APPENDIX TO CERTIFICATIONS

INSTRUCTIONS CONCERNING LOBBYING CERTIFICATION:

Lobbying Certification
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.

ASSURANCES - CONSTRUCTION PROGRAMS

OMB Number: 4040-0009
Expiration Date: 06/30/2028

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0042), Washington, DC 20503.

PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

NOTE: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the Awarding Agency. Further, certain Federal assistance awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant:, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the Federal interest in the title of real property in accordance with awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure nondiscrimination during the useful life of the project.
4. Will comply with the requirements of the assistance awarding agency with regard to the drafting, review and approval of construction plans and specifications.
5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progressive reports and such other information as may be required by the assistance awarding agency or State.
6. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
8. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards of merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
9. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
10. Will comply with all Federal statutes relating to non-discrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681 1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29) U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statue(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statue(s) which may apply to the application.

11. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal and federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.

12. Will comply with the provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

13. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333) regarding labor standards for federally-assisted construction subagreements.

14. Will comply with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is $10,000 or more.

15. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).

16. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.

17. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq).

18. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."

19. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.

20. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL	TITLE
Completed on submission to Grants.gov	
APPLICANT ORGANIZATION	DATE SUBMITTED
	Completed on submission to Grants.gov

SF-424D (Rev. 7-97) Back

Instructions for the HUD 424-B Assurances and Certifications

As part of your application for HUD funding, you, as the official authorized to sign on behalf of your organization or as an individual, must provide the following assurances and certifications. The Responsible Civil Rights Official has specified this form for use for purposes of general compliance with 24 CFR §§ 1.5, 3.115, 8.50, and 146.25, as applicable. The Responsible Civil Rights Official may require specific civil rights assurances to be furnished consistent with those authorities and will specify the form on which such assurances must be made. A failure to furnish or comply with the civil rights assurances contained in this form may result in the procedures to effect compliance at 24 CFR §§ 1.8, 3.115, 8.57, or 146.39.

By submitting this form, you are stating that all assertions made in this form are true, accurate, and correct.

As the duly representative of the applicant, I certify that the applicant: [Insert below the Name and title of the Authorized Representative, name of Organization and the date of signature]:

*Authorized Representative Name:

*Title:

*Applicant/Recipient Organization:

1. Has the legal authority to apply for Federal assistance, has the institutional, managerial and financial capability (including funds to pay the non-Federal share of program costs) to plan, manage and complete the program as described in the application and the governing body has duly authorized the submission of the application, including these assurances and certifications, and authorized me as the official representative of the application to act in connection with the application and to provide any additional information as may be required.

2. Will administer the grant in compliance with Title VI of the Civil Rights Act of 1964 (42 U.S.C 2000(d)) and implementing regulations (24 CFR part 1), which provide 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 otherwise be subject to discrimination under any program or activity that receives Federal financial assistance OR if the applicant is a Federally recognized Indian tribe or its tribally designated housing entity, is subject to the Indian Civil Rights Act (25 U.S.C. 1301-1303).

3. Will administer the grant in compliance with Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794), as amended, and implementing regulations at 24 CFR part 8, the American Disabilities Act (42 U.S.C. §§ 12101 et.seq.), and implementing regulations at 28 CFR part 35 or 36, as applicable, and the Age Discrimination Act of 1975 (42 U.S.C. 6101-07) as amended, and implementing regulations at 24 CFR part 146 which together provide that no person in the United States shall, on the grounds of disability or age, be excluded from participation in, be denied the benefits of, or otherwise be subjected to discrimination under any program or activity that receives Federal financial assistance; except if the grant program authorizes or limits participation to designated populations, then the applicant will comply with the nondiscrimination requirements within the designated population.

4. Will comply with the Fair Housing Act (42 U.S.C. 3601-19), as amended, and the implementing regulations at 24 CFR part 100, which prohibit discrimination in housing on the basis of race, color, religion, sex, disability, familial status, or national origin and will affirmatively further fair housing; except an applicant which is an Indian tribe or its instrumentality which is excluded by statute from coverage does not make this certification; and further except if the grant program authorizes or limits participation to designated populations, then the applicant will comply with the nondiscrimination requirements within the designated population.

5. Will comply with all applicable Federal nondiscrimination requirements, including those listed at 24 CFR §§ 5.105(a) and 5.106 as applicable.

6. Will not use Federal funding to promote diversity, equity, and inclusion (DEI) mandates, policies, programs, or activities that violate any applicable Federal anti-discrimination laws.

7. Will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended (42 U.S.C. 4601) and implementing regulations at 49 CFR part 24 and, as applicable, Section 104(d) of the Housing and Community Development Act of 1974 (42 U.S.C. 5304(d)) and implementing regulations at 24 CFR part 42, subpart A.

8. Will comply with the environmental requirements of the National Environmental Policy Act (42 U.S.C. 4321 et.seq.) and related Federal authorities prior to the commitment or expenditure of funds for property.

9. That no Federal appropriated funds have been paid, or will be paid, by or on behalf of the applicant, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, and officer or employee of Congress, or an employee of a Member of Congress, in connection with the awarding of this Federal grant or its extension, renewal, amendment or modification. If funds other than Federal appropriated funds have or will be paid for influencing or attempting to influence the persons listed above, I shall complete and submit Standard Form-LLL, Disclosure Form to Report Lobbying. I certify that I shall require all subawards at all tiers (including sub-grants and contracts) to similarly certify and disclose accordingly. Federally recognized Indian Tribes and tribally designated housing entities (TDHEs) established by Federally-recognized Indian tribes as a result of the exercise of the tribe's sovereign power are excluded from coverage by the Byrd Amendment, but State-recognized Indian tribes and TDHEs established under State law are not excluded from the statute's coverage.

I/We, the undersigned, certify under penalty of perjury that the information provided above is true, accurate, and correct. WARNING: Anyone who knowingly submits a false claim or makes a false statement is subject to criminal and/or civil penalties, including confinement for up to 5 years, fines, and civil and administrative penalties. (18 U.S.C. §§287, 1001, 1010, 1012, 1014; 31 U.S.C. §3729, 3802; 24 CFR §28.10(b)(1)(iii)).

* Signature:

* Date: (mm/dd/yyyy):

Public Reporting Burden Statement: The public reporting burden for this collection of information is estimated to average 0.5 hours per response, including the time for reviewing instructions, searching existing data sources, gathering, and maintaining the data needed, and completing and reviewing the collection of information. Comments regarding the accuracy of this burden estimate and any suggestions for reducing this burden can be sent to: U.S. Department of Housing and Urban Development, Office of the Chief Data Officer, R, 451 7th St SW, Room 4176, Washington, DC 20410-5000. **Do not send completed HUD 424-B forms to this address.** This agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless the collection displays a valid OMB control number. The Department of Housing and Urban Development is authorized to collect this information under the authority cited in the Notice of Funding Opportunity for this grant program. The information collected provides assurances and certifications for legal requirements related to the administration of this grant program. HUD will use this information to ensure compliance of its grantees. This information is required to obtain the benefit sought in the grant program. This information will not be held confidential and may be made available to the public in accordance with the Freedom of Information Act (5 U.S.C. §552).

GRANT REVIEW SIGN-OFF – Neighborhood Housing Development

GRANT NAME: 2026 Consolidated Housing Plan Grant Application for Community Development Block Grant (CDBG) APP00300, HOME Investment Partnership Grant (HOME)APP00302 and Emergency Solutions Grant (ESG) APP00303
FUNDING AGENCY: U.S. Department of Housing and Urban Development (HUD)
DEPARTMENT CONTACT PERSON:
STATUS: Grant Application (Greater than $50,000)
DATE: 06/08/2026

Please be advised that the captioned grant materials have completed the internal grant review. Below are the returned comments.

The Board of Commissioners' liaison committee resolution and grant application package (which should include this sign-off and the grant application with related documentation) should be downloaded into Civic Clerk to be placed on the next agenda(s) of the appropriate Board of Commissioners' committee(s) for grant acceptance by Board resolution.

DEPARTMENT REVIEW

Approved	05/13/2026 04:57:18 PM		Heather Mason (14906) on behalf of Hailey Matthews (28332) (Grant Review Departments)	1	Heather Mason on behalf of Hailey Matthews: Approved - HR action will be needed at acceptance continues 21 SR positions and deletes the following three FTE SR positions: P00003430 Neighborhood & Housing Development Coordinator P00003231 Neighborhood & Housing Development Coordinator P00009578 Neighborhood & Housing Development Specialist
Approved	05/14/2026 11:01:31 AM		Robert Erlenbeck (27643) (Grant Review Departments)	1	Robert Erlenbeck: No County insurance requirements.
Approvers Added	05/15/2026 10:38:06 AM		Kate Alexander (29532) (Grant Review Departments)	1	Kate Alexander: CC Assigned Attorney: Chris Ammerman; CC File #2026-0730
Approved	05/15/2026 12:59:16 PM		Chris Ammerman (42741)	1	Chris Ammerman: Corporation Counsel has conducted a legal review of the submitted documents and would like to highlight item #19 of the Assurances. This section states that the applicant '[w]ill comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.' At this time, due to limited facts and time constraints, we are unable to determine whether this provision applies to the current award or what the possible ramifications could be. Proceeding with the award is ultimately a business decision.
Approved	06/05/2026 11:58:28 AM		Shannon Lee (29084) (Grant Review Departments)	1	Shannon Lee: Approval based on the updated AAP and spreadsheet sent via emailed on 6/3/2026

*Please Note response from department regarding Corporation Counsel's comments: We are approved to move forward with the current assurances attached in Chris's email. – Khadija Walker-Fobbs

Revised documents are attached per Fiscal Service comment.

OAKLAND COUNTY MICHIGAN
BOARD OF COMMISSIONERS

AGENDA ITEM: Request to Create One (1) GF/GP FTE Office Support Clerk Senior for Personal Protection Order Office
DEPARTMENT: Circuit Court
MEETING: Public Health & Safety Committee
DATE: Tuesday, June 2, 2026 10:30 AM - Click to View Agenda

ITEM SUMMARY SHEET

COMMITTEE REPORT TO BOARD

Resolution #2026-6576
Motion to approve the request to create one (1) GF/GP FTE Office Support Clerk Senior Position in the Juvenile Division; further, amend the FY 2026 - 2028 budget as detailed in the attached Schedule A.

ITEM CATEGORY	SPONSORED BY
Staffing Modification	Penny Luebs

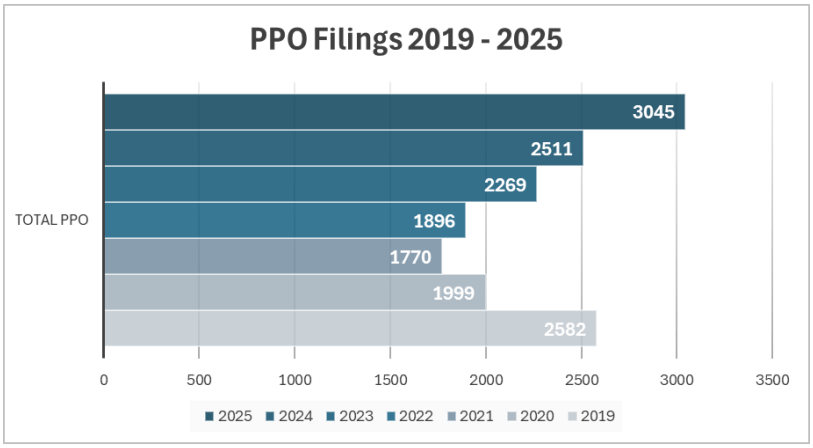
INTRODUCTION AND BACKGROUND

The Circuit Court has experienced a substantial increase in the number of Personal Protection Order (PPO) case filings. This increase has been steadily increasing since 2020 and our 2025 filings exceed 2019 by approximately 17%. Additionally, the Court is on track to increase by another 26% in 2026. PPO matters are issues of public safety and require immediate attention from a Judge. The Court has been pulling staff from other areas to assist in the PPO office, but that approach is not sustainable and causes delays in other work.

POLICY ANALYSIS

- Personal Protection Orders (PPO) must be handled in a timely manner. They are a matter of public safety and require same-day orders and entry into the Law Enforcement Information Network (LEIN) database. In combination with the growing number of PPOs, the court experienced a decrease in staffing due to budget cuts over the last six (6) years. The court, prior to recent budget cuts, had two (2) office support clerks assisting the public in the PPO office. We only have one (1), currently, and are using the current FT paralegal as PPO support. This underutilizes the paralegal and leaves other work incomplete, causing delays for mandated tasks such as set-asides. **The Circuit Court had plans to include the creation of this position in the FY 2027 budget process, but due to the workover load and work delays, they have come forward with this request to be approved immediately. Funding for this position is not currently in the department's budget and would be directed from the General Fund.**
- The cost for one (1) GF/GP FTE Office Support Clerk Senior (including salary and fringe) is;
    - FY 2026 (calculated based on the state date of June 13, 2026): $20,170, Salary: $12,096
    - FY 2027: $79,067, Salary: $47,174
    - FY 2028: $82,208, Salary: $49,533

    - *Note: this information is detailed in the attached Schedule A.*
- Job Duties of the Office Support Clerk Senior include, but are not limited to;
    - Assist the public with filing PPO Petitions
    - Answer phones
    - Review electronically filed documents
    - Respond to inquiries
    - Track filings
- Total PPO statistics from 2019 - 2025;



- 2019; 2582
- 2020;1999
- 2021; 1770
- 2022; 1896
- 2023;2269
- 2024;2511
- 2025; 3054
- **Q1 2026**; 961
- **Projection for 2026**;3844

FISCAL IMPACT: Budget Amendment Attached

Committee members can contact Breanne Progar, Analyst at 248.701.6874 or progarb@oakgov.com or the department contact persons listed for additional information.

CONTACT

Chris Bujak, Chief Court Business Operations

ITEM REVIEW TRACKING

Chris Bujak, Circuit Court	Created/Initiated - 5/8/2026
Chris Bujak, Circuit Court	Approved - 5/8/2026
Richard Lynch, Circuit Court	Approved - 5/8/2026
Breanne Progar, Board of Commissioners	Approved - 5/15/2026
Kimberly Wickenheiser, Fiscal Services	Approved - 5/19/2026
Hailey Matthews, Human Resources	Approved - 5/19/2026

Diana McBroom, Risk Management	Approved - 5/19/2026
Solon Phillips, Corporation Counsel	Approved - 5/19/2026
Heather Mason, Human Resources	Approved - 5/28/2026
Sheryl Johnson, Fiscal Services	Approved - 6/1/2026
Breanne Progar, Board of Commissioners	Approved - 6/1/2026
Penny Luebs, Board of Commissioners	Final Approval - 6/1/2026

AGENDA DEADLINE: 05/19/2026 4:30 PM

ATTACHMENTS

1. FY26.CC Office Support Clerk Senior Sch A
2. PPO Stats through Q1
3. Circuit Court OSCS Costing 02-24-26 (003)

COMMITTEE TRACKING

2026-06-02 Public Health & Safety - Forward to Finance
2026-06-03 Finance - Recommend to Board
2026-06-11 Full Board

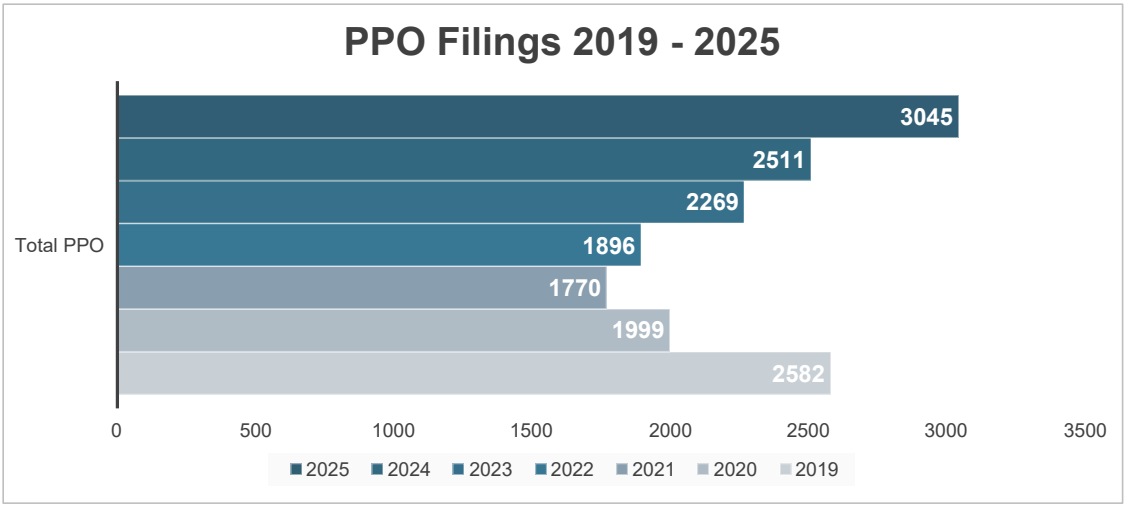
Motioned by: Commissioner Angela Powell
Seconded by: Commissioner Marcia Gershenson

Yes: Ann Erickson Gault, Michael Gingell, Marcia Gershenson, Penny Luebs, Angela Powell, Michael Spisz, Linnie Taylor (7)
No: None (0)
Abstain: None (0)
Absent: (0)
Passed

Oakland County, Michigan
Circuit Court - Office Support Clerk Senior Position
Schedule "A" DETAIL

R/E	Fund Name	Division Name	Fund # (FND)	Cost Center (CCN) #	Account # (RC/SC)	Program # (PRG)	Grant ID (GRN) #	Project ID # (PROJ)	Region (REG)	Budget Fund Affiliate (BFA)	Ledger Account Summary	Account Title	FY 2026 Amendment	FY 2027 Amendment	FY 2028 Amendment
E	General Fund	Non-Department	FND10100	CCN9090101	SC730359	PRG196030					730000	Contingency	(20,170.00)	(79,067.00)	(82,208.00)
E	General Fund	Probate Court	FND10100	CCN3010101	SC702010	PRG121020					702000	Salaries Regular	12,096.00	47,174.00	49,533.00
E	General Fund	Probate Court	FND10100	CCN3010101	SC722750	PRG121020					722000	Workers Compensation	74.00	288.00	302.00
E	General Fund	Probate Court	FND10100	CCN3010101	SC722760	PRG121020					722000	Group Life	27.00	104.00	109.00
E	General Fund	Probate Court	FND10100	CCN3010101	SC722770	PRG121020					722000	Retirement	2,798.00	10,911.00	11,457.00
E	General Fund	Probate Court	FND10100	CCN3010101	SC722780	PRG121020					722000	Hospitalization (Personnel)	3,843.00	15,370.00	15,370.00
E	General Fund	Probate Court	FND10100	CCN3010101	SC722790	PRG121020					722000	Social Security	925.00	3,609.00	3,789.00
E	General Fund	Probate Court	FND10100	CCN3010101	SC722800	PRG121020					722000	Dental	211.00	844.00	844.00
E	General Fund	Probate Court	FND10100	CCN3010101	SC722810	PRG121020					722000	Disability	181.00	708.00	743.00
E	General Fund	Probate Court	FND10100	CCN3010101	SC722820	PRG121020					722000	Unemployment Insurance (Personnel)	6.00	23.00	25.00
E	General Fund	Probate Court	FND10100	CCN3010101	SC722830	PRG121020					722000	Health Savings Account	-	-	-
E	General Fund	Probate Court	FND10100	CCN3010101	SC722850	PRG121020					722000	Optical	9.00	36.00	36.00
													20,170.00	79,067.00	82,208.00

	2019	2020	2021	2022	2023	2024	2025	Q1 2026	2026 Projection
Adult	2555	1988	1752	1877	2246	2491	3010	951	3804
Juven	27	11	18	19	23	20	35	10	40
Total	2582	1999	1770	1896	2269	2511	3045	961	3844



Create one (1) GF/GP FTE Office Support Clerk
Senior position

Salary @ step 12	44,929
Fringes @ 33.17%	14,903
Direct Contract Charge	16,250
Cost 1 Position	**76,082**

OAKLAND COUNTY MICHIGAN
BOARD OF COMMISSIONERS

AGENDA ITEM: Grant Acceptance from the Michigan State Housing Development Authority for the FY 2026 Enhancement Grant
DEPARTMENT: Health & Human Services - Neighborhood and Housing Development
MEETING: Public Health & Safety Committee
DATE: Tuesday, June 2, 2026 10:30 AM - Click to View Agenda

ITEM SUMMARY SHEET

COMMITTEE REPORT TO BOARD

Resolution #2026-6634
Motion to accept the grant funding from the Michigan State Housing Development Authority for the FY 2026 Enhancement Grant in the amount not to exceed $500,000 for the period of October 7, 2025, and March 31, 2028; further, authorize the Chair of the Board of Commissioners to execute the grant agreement; further, amend the FY 2026 - 2028 budget as detailed in the attached Schedule A.

ITEM CATEGORY	SPONSORED BY
Grant	Penny Luebs

INTRODUCTION AND BACKGROUND

The Michigan State Housing Development Authority (MSHDA) has awarded Oakland County the Enhancement Grant (LEG 2026 385 ENH) in an amount not to exceed $500,000 to expand emergency shelter capacity for individuals and families who cannot access existing shelter beds. Enhancement Grant funding is designated for housing-related services, capacity building, and emergency shelter initiatives, and must be expended between October 7, 2025, and March 31, 2028.

Under the grant agreement, Oakland County will use the funds to provide emergency hotel accommodations, temporary shelter beds, transportation to shelter and services, and staffing support.

The grant supports seven (7) Special Revenue positions within the Neighborhood Housing & Development Division. As the grantee, the County must comply with all federal, state, and local requirements and submit quarterly financial and program reports.

POLICY ANALYSIS

- This grant funding is Legislatively Directed by the Michigan Senate. Due to constraints within the state's budget process, NHD was directed to execute this agreement as soon as possible in order to avoid a discontinuation in funding. This would be the first time that NHD received this funding.
- Per the attached grant review sign-off, Corporation Counsel has reviewed this agreement and determined that there are no legal issues, and acceptance of this award is a business decision.

- The Enhancement Grant will support seven (7) Special Revenue positions within the Neighborhood Housing & Development Division
    - P00014810 – Chief Neighborhood & Housing Development
    - P00001370 – Grant Compliance & Program Coordinator
    - P00014811 – Neighborhood & Housing Development Community Liaison
    - P00003354 – Housing Counseling Supervisor
    - P00000730 – Neighborhood & Housing Development Specialist Senior (HUD Certified Housing Counselor)
    - P00010806 – Neighborhood & Housing Development Specialist Senior (HUD Certified Housing Counselor)
    - P00002489 - Fiscal Services Accountant III
- Per terms of the agreement, all grant funds must be fully expended by March 31, 2028, and any unspent funds be returned to MSHDA as required.
- Per Exhibit B of the attached contract, the grant budget is as follows;

Exhibit B
Enhancement Grant # LEG-2026-385-ENH
Grantee: Oakland County

Budget:

Component	Activities	Funding Source: Michigan Enhancement Grant
Hotel Funds	Emergency hotel rooms provided to families and individuals when other shelter beds are not available	$200,000
Temporary Emergency Shelter	Supporting temporary emergency shelter spaces with beds and operational support	$200,000
Shelter Liaison/Peer Support Specialist(s)	A Shelter Coordinator Liaison and Peer Support Specialist will serve as primary points of contact for hotel booking requests.	$40,000
Transportation to Shelter and Services	Client transportation to shelter and services	$10,000
Administrative Costs		$50,000
	Total	**$500,000**

FISCAL IMPACT: Budget Amendment Attached

Committee members can contact Breanne Progar, Analyst at 248.701.6874 or progarb@oakgov.com or the department contact persons listed for additional information.

CONTACT

Khadija Walker-Fobbs, Officer

ITEM REVIEW TRACKING

Ashley Hinton, Health & Human Services - Neighborhood and Housing Development	Created/Initiated - 5/28/2026
Curtis Smith, Health & Human Services - Neighborhood and Housing Development	Approved - 5/28/2026

Khadija Walker-Fobbs, Health & Human Services - Neighborhood and Housing Development	Approved - 5/28/2026
Leigh-Anne Stafford, Health & Human Services	Approved - 5/29/2026
Breanne Progar, Board of Commissioners	Approved - 5/29/2026
Nina LaSalle, Fiscal Services	Approved - 5/29/2026
Diana McBroom, Risk Management	Approved - 6/1/2026
Solon Phillips, Corporation Counsel	Approved - 6/1/2026
Sheryl Johnson, Fiscal Services	New -
Breanne Progar, Board of Commissioners	
Penny Luebs, Board of Commissioners	

AGENDA DEADLINE: 05/19/2026 4:30 PM

ATTACHMENTS

1. HHS-NHD- FY26 MSHDA Housing Enhancement Grant Acceptance Sched A (2)
2. Grant Review Sign-Off EG
3. FY26 Enhancement Grant Agreement Oakland County (1)
4. FY26 Enhancement Grant Agreement Award Letter
5. Position Schedule B 2026 LDS Acceptance.Update 5-29
6. Administrative Guidance - Oakland County
7. Authorized Signature Designation Form (1)
8. Lobbying Disclosure and Certification (1)

COMMITTEE TRACKING

2026-06-02 Public Health & Safety - Forward to Finance
2026-06-03 Finance - Recommend to Board
2026-06-11 Full Board

Motioned by: Commissioner Ann Erickson Gault
Seconded by: Commissioner Angela Powell

Yes: Ann Erickson Gault, Michael Gingell, Marcia Gershenson, Penny Luebs, Angela Powell, Michael Spisz, Linnie Taylor (7)
No: None (0)
Abstain: None (0)
Absent: (0)
Passed

Oakland County, Michigan
HEALTH AND HUMAN SERVICES DEPARTMENT/NHD DIVISION - FY 2026 MSHDA Housing Enhancement Grant Acceptance
Schedule "A" DETAIL

R/E	Fund Name	Division Name	Fund # (FND)	Cost Center (CCN) #	Account # (RC/SC)	Program # (PRG)	Grant ID (GRN) #	Project ID # (PROJ)	Region (REG)	Budget Fund Affiliate (BFA)	Ledger Account Summary	Account Title	FY 2026 Amendment	FY 2027 Amendment	FY 2028 Amendment
R	Housing & Comm Dev	NHD	FND11006	CCN1060701	RC615571	PRG132220	GRN-1004871				615000	State Operating Grants	$ 500,000.00	$ 500,000.00	$ 500,000.00
												Total Revenues	$ 500,000.00	$ 500,000.00	$ 500,000.00
E	Housing & Comm Dev	NHD	FND11006	CCN1060701	SC702010	PRG132220	GRN-1004871				702000	Salaries Regular	$ 30,000.00	$ 30,000.00	$ 30,000.00
E	Housing & Comm Dev	NHD	FND11006	CCN1060701	SC722740	PRG132220	GRN-1004871				722000	Fringe Benefit Expense	20,000.00	20,000.00	20,000.00
E	Housing & Comm Dev	NHD	FND11006	CCN1060701	SC730564	PRG132220	GRN-1004871				730000	Emergency Shelter	400,000.00	400,000.00	400,000.00
E	Housing & Comm Dev	NHD	FND11006	CCN1060701	SC730373	PRG132220	GRN-1004871				730000	Contracted Services	40,000.00	40,000.00	40,000.00
E	Housing & Comm Dev	NHD	FND11006	CCN1060701	SC732011	PRG132220	GRN-1004871				730000	Transportation Service	10,000.00	10,000.00	10,000.00
												Total Expenditures	$ 500,000.00	$ 500,000.00	$ 500,000.00

GRANT REVIEW SIGN-OFF – Health and Human Services/Neighborhood Housing Development

GRANT NAME: FY2026 Legislatively Directed Housing Enhancement Grant AWD00815
FUNDING AGENCY: Michigan State Housing Development Authority
DEPARTMENT CONTACT PERSON: Khadija Walker-Fobbs
STATUS: Grant Award (Greater than $10,000)
DATE: 06/01/2026

Please be advised that the captioned grant materials have completed the internal grant review. Below are the returned comments.

The Board of Commissioners' liaison committee resolution and grant acceptance package (which should include this sign-off and the grant agreement/contract with related documentation) should be downloaded into Civic Clerk on the next agenda(s) of the appropriate Board of Commissioners' committee(s) for grant acceptance by Board resolution.

DEPARTMENT REVIEW

Approved	05/29/2026 04:58:27 PM	06/05/2026	Hailey Matthews (28332) (Grant Review Departments)	1	Hailey Matthews: Approved by Human Resources. This grant will partial fund seven existing positions. HR action is not needed.
Approvers Added	06/01/2026 08:19:41 AM	06/05/2026	Kate Alexander (29532) (Grant Review Departments)	1	Kate Alexander: CC Assigned Attorney: Chris Ammerman; CC File #2026-0801
Approved	06/01/2026 08:19:41 AM	06/05/2026	Kate Alexander (29532) (Grant Review Departments)	1	
Approved	06/01/2026 09:15:06 AM	06/08/2026	Chris Ammerman (42741)	1	Chris Ammerman: Corporation Counsel has reviewed the attached documents and the aware, it does not appear there are legal issues present, and acceptance of the award is a business decision for the County.
Approved	06/01/2026 10:13:08 AM	06/05/2026	Diana McBroom (40948) (Grant Review Departments)	1	
Approved	06/01/2026 11:54:00 AM	06/05/2026	Shannon Lee (29084) (Grant Review Departments)	1	

ENHANCEMENT GRANT AGREEMENT
ENHANCEMENT GRANT # LEG-2026-385-ENH

MICHIGAN STATE HOUSING DEVELOPMENT AUTHORITY
735 East Michigan Avenue, Lansing, Michigan 48912

THIS ENHANCEMENT GRANT AGREEMENT (“Agreement”) by and between **Oakland County**, **a local unit of government**, whose address is **250 Elizabeth Lake Road Suite 1900, Pontiac**, **Michigan 48341**(the "Grantee"), and the Michigan State Housing Development Authority, a public body corporate and politic of the State of Michigan, whose address is 735 East Michigan Avenue, Lansing, Michigan 48912 ("the Authority").

RECITALS

A. Enacted on October 7, 2025, 22 PA 2025 (the “Budget Act”) appropriated funding to the Michigan Department of Labor and Economic Opportunity for ”Enhancement Grants” intended to be allocated to the Michigan State Housing Development Authority (“Authority”) to award and administer special grants to intended grantees.

B. Funds appropriated pursuant to the Budget Act are to be used to support initiatives and expand opportunities for low- and moderately low-income housing, including but not limited to improving the Grantee’s ability to provide housing services, building capacity, initiate and coordinate housing development, and to provide gap funding for housing projects falling at 120% or less of the local region’s Area Median Income.

C. The Authority is responsible for administering Enhancement Grants, ensuring that funds are distributed in accordance with the Budget Act.

D. The Grantee has represented to the Authority that it is not debarred, is authorized to conduct business in the State of Michigan, is a not-for-profit business organization or local unit of government, that the signatory executing this Agreement is authorized to bind the Grantee to the terms of this Agreement and fully intends to distribute funds in accordance with the Budget Act for housing-related purposes as described in Exhibit A attached and incorporated in this Agreement.

E. This Enhancement Grant, **LEG-2026-385-ENH**, in an amount not to exceed **Five Hundred Thousand** ($500,00) (the "Grant") is for housing-related activities more specifically described in Exhibits A. B, and C (collectively the “Program”).

NOW, THEREFORE, in consideration of and as a condition to receiving the Grant, the Grantee agrees that:

1. The terms and conditions set forth herein are a reasonable and appropriate means to assure the use of funds in accordance with the Budget Act, the Rules, and the Authority’s Authorizing Resolutions.

2. All aspects of the Grantee's plan for the use of the Grant are specifically described in the terms attached hereto as Exhibit A (the “Program”), which Program is incorporated herein, and the Grantee will operate the Program as described in Exhibit A.

3. All housing units constructed or rehabilitated under the Grant shall serve persons whose incomes do not exceed 120 percent of the area median income, adjusted for family size for the area in which each unit will be located.

4. All actions of the Grantee and requirements of the Grantee's Program are subject to the terms of this Agreement, the provisions of the Budget Act and the Rules of the Authority.

5. The activities of the Grantee will be subject to the review of and, in the discretion of the Authority, audit by Authority staff to ensure compliance with this Agreement, the Budget Act and the Authority's Rules, and the Grantee will provide any books, records or documents in such form and at such place as the Authority may request.

6. The Grantee acknowledges and agrees to comply with federal, state, and local laws and regulations as may be applicable to the Project.

7. The Grantee agrees to draw down Grant proceeds only when and, in such amounts, as may be necessary to pay for the activities as Authorized in the Budget Act or otherwise described in Exhibit A. Grant funds may not be used to pay for expenses that will be or have been reimbursed or matched by other sources of funds. Grant funds may only be applied to expenditures that occur on or after the effective date of **October 7, 2025,** through **March 31, 2028**. **October 7, 2025,** and **March 31, 2028,** refer to the Grant Term. Grant funds may not be used to reimburse costs accrued before October 7, 2025, the enactment date of the Budget Act.

8. All requests for the disbursement of Grant proceeds shall be submitted to the Chief Executive Officer and Executive Director of the Authority or their designee, shall be made in writing, and shall include the amount of Grant proceeds to be disbursed, a description of the purposes for which the proceeds are to be used, copies of invoices, billings, or such other documentation as may be necessary to demonstrate project costs, and such other information as the Chief Executive Officer and Executive Director or their designee may request.

9. Grant funds shall be disbursed on a reimbursement basis after the Grantee has provided sufficient documentation, as determined by the Authority, to verify that expenditures are made in accordance with the project purpose.

10. If a portion of the Grant for a specific purpose is not used for that purpose due to conditions that make it impossible to use as provided herein, or if the Grantee decides not to use the money, or any portion of the Grant funds are declined, unspent, or otherwise misused, the sum shall be returned to the Authority immediately. Failure to return such funds in a timely manner may result in recoupment of funds by the Michigan Department of Treasury.

11. If the Authority reasonably determines that allocated funds were misused or that use of funds were misrepresented by the Grantee, the Authority shall not award any additional funds under the executed grant agreement and shall refer the grant for review following internal audit protocols, which may include referral for criminal investigation.

12. Grant proceeds are to be used for housing-related activities only. Accordingly, the Grantee shall, prior to disbursement of funds, prepare and submit to the Authority a detailed budget of work to be completed. In the event that Grantee earns interest on any deposited grant funds, any interest earned must be reported to the Authority, and total interest in excess of $1,000.00 delivered to the Michigan Department of Treasury.

13. The Grantee may not use any Grant funds to give contributions, endorsements, publicity, or to conduct similar activities intended to influence Federal, State or local elections, referenda, initiatives, or similar processes. The Grantee may not use Grant funds to give direct or indirect financial or administrative support to political parties, campaigns, political action committees, or other organizations created to influence elections. The Grantee may not use Grant funds to influence or attempt to influence an officer or employee of any federal or state agency or Congressional member/staff in connection with actions related to the making, extending, or renewing of a grant or awarding of a contract. As part of the grant application process, the Grantee and all subrecipients are required to provide a certification acknowledging that Grant funds may not be used to support the above-described lobbying activity. Grantee must also include this certification language in the award documents for subawards at all levels including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements.

14. Any of Grantee's activities that are assisted using grant proceeds and the selection of persons for participation in the Program shall not discriminate against any person on the grounds of race, color, national origin, religion, height, weight, sex, sexual orientation, gender identity or expression, age (except for a Development specifically designed for elderly occupants), national origin, handicap, or marital or familial status except as provided by law. The Grantee shall comply with all requirements imposed by Title VIII of the Civil Rights Act of 1968 (as amended by the Fair Housing Amendments Act of 1988), the Americans with Disabilities Act, the Elliott-Larsen Civil Rights Act, and the Michigan Persons with Disabilities Civil Rights Act. Grant funds must not be used to restrict or impede a marginalized community's access to government resources, programs, or facilities

15. The Grantee will maintain or implement appropriate measures designed to (a) ensure the security and confidentiality of any Nonpublic Personal Information it receives from the Program applicants and/or participants, (b) protect against any anticipated threats or hazards to the security or integrity of such information, including, without limitation, implementing necessary screening and background checks for individuals that may access or use the Nonpublic Personal Information as permitted by this Agreement, (c) protect against unauthorized access to or use of such information that could result in substantial harm or inconvenience to the subject of such information, (d) ensure the proper disposal of all Nonpublic Personal Information received from the other party upon the termination of this Agreement for any reason, unless the information is required to be retained for legal or regulatory record retention purposes, (e) treat the Nonpublic Personal Information with at least the same degree of care that it uses to protect its own confidential and proprietary information of a similar nature but with no less than a reasonable degree of care. For the purposes of this Agreement, the term “Nonpublic Personal Information” is any information received from or provided by the other party which pertains to or identifies an individual, such as a name, postal address, e-mail or IP address, facsimile or phone number, mother’s maiden name, social security or identification number, transactional, employment, or financial data, medical or health

records, personal, gender, political, profile, account, and password information.

16. Within 30 days following the termination date of this Agreement, the Grantee shall provide to the Authority a report including, but not limited to, all receipts, expenditures, project activities and accomplishments including a comparison of the final budget to the approved budget and supporting documentation for claimed expenditures.

17. The Grantee assumes responsibility for any and all costs to implement the Grantee's Program exceeding the amount of the Grant. To the extent that Grant funds are expended to purchase goods or services, the Grantee must ensure that all procurement transactions must be conducted in a manner that provides for open and free competition in a manner consistent with local and state law. The Grantee may not use grant funds for the purchase of foreign goods nor services if American goods or services of competitive price and comparable quality are available. The Grantee must give a preference for the purchase of goods or services, or both, to those manufactured or provided by Michigan businesses, if competitively priced and of comparable quality. Further preference must be given to Michigan businesses owned and operated by veterans, if competitively priced and of comparable quality.

18. The Authority, the State of Michigan, their officers, agents, and employees are not, in any manner, liable for any loss or damage connected to or resulting from activities implemented under this Agreement; nor to any materials, equipment, or other property that may be used or employed in connection herewith, or for any injury or damages to any person whether an employee of the Grantee or otherwise

19. All documents and reports delivered to the Grantee under this Agreement shall become and be the property of the Grantee but may be reviewed by the Authority as set forth herein. The Grantee must retain all financial records, supporting documents, statistical records, and all other pertinent records for a period of seven (7) years after final disbursement, as required by the State of Michigan, or for a longer period of time if required by law. The Grantee agrees to provide or make these records available for audit proposes to the Authority and to any authorized oversight body, including but not limited to the Auditor General of the State of Michigan and the Michigan Department of Treasury.
.

20. If any member of the Grantee’s Board of Directors, leadership, or staff, or the Grantee’s agent, consultant, officer, or elected or appointed official has a conflict of interest or an identity of interest in the form of a financial interest or in the form of a common immediate family relationship with (a) any of the staff persons hired, (b) any of the persons or households to be assisted directly or indirectly with the funds, or (c) the persons and/or businesses retained to perform technical services hereunder or with persons or businesses providing supplies or services for which funds are being disbursed under this Agreement, the Grantee must make written disclosure to the Authority of the nature and extent of the relationship prior to contracting with such persons and/or businesses or hiring them. The Grantee further agrees not to enter into any contractual relationship with any of the persons or entities listed above unless it has received written approval from the Authority. The State Budget Director may block release of LEG funds upon various determinations, including sponsoring legislator conflicts of interest or if the grant will be used to pay any delinquent tax.

21. If there is a determination that the information provided by the Grantee

does not meet the disclosure requirements, that the grant will be used to pay tax lien, delinquent tax, or other obligation owed to the state, or that the grant will create a conflict of interest, the Authority shall not release grant funds to the Grantee. Funds that are not disbursed under this subdivision lapses at the end of the fiscal year.

22. In the event of a violation of any of the provisions of this Agreement, the Authority will notify the Grantee in writing of the violation and the Grantee will have a 30-day period in which to correct the violation. In the event the violation is not corrected to the satisfaction of the Authority within the time prescribed herein, the Authority may:

a. immediately terminate the Grant, without further notice, in a writing signed by the Authority's Chief Executive Officer and Executive Director; and
b. recapture grant funding; and
c. pursue any other remedy provided at law.

23. The Grantee hereby agrees that an election by the Authority to pursue any one remedy shall not be construed to preclude or be a waiver of the right to pursue any other remedy available to it.

24. The term of this Agreement shall commence on **October 7, 2025,** and shall terminate, unless extended by the Authority, on **March 31, 2028**.

25. The invalidity of any clause, part, or provision of this Agreement shall not affect the validity of the remaining portion hereof.

26. This Agreement may be signed in several counterparts and all so executed shall constitute one agreement, binding on all parties hereto.

REMAINDER OF PAGE INTENTIONALLY LEFT BLANK

SIGNATURE PAGES TO FOLLOW

IN WITNESS WHEREOF, the parties have executed this Agreement as of_____, 2026, and it is agreed that the funds made available will be used only as set forth in the Agreement.

OAKLAND COUNTY

Date: _____ By: _____

David Woodward

Its: Board of Commissioners Chairman

MICHIGAN STATE HOUSING DEVELOPMENT AUTHORITY

Date: _____ By: _____

Amy Hovey

Its: Chief Executive Officer and
Executive Director

Exhibit A
Enhancement Grant # LEG-2026-385-ENH
Grantee: Oakland County

In accordance with the Budget Act, Senator Rosemary Bayer is the grant sponsor and certified that this grant is for a public purpose. The following information is a summary of the grant provided by Senator Rosemary Bayer. See Exhibit C, Appropriation Request.

Public Purpose:
Oakland County will use Grant funds as publicly disclosed and for a public purpose that serves the economic prosperity, health, safety, or general welfare of the residents of this state. The Grantee will not make sub-grants. Oakland County will use funding to support temporary emergency shelter options for families and individuals who cannot access existing shelter beds. Activities will include providing hotel accommodation and supporting temporary emergency shelter spaces with beds and operational support.

Disbursement and Use of Funds:
Grant funds will only be disbursed on a reimbursement basis in accordance with the project purpose.

The grant terms cannot be increased or deviated from the boilerplate language. Grant funds may only be applied to expenditures that occur on or after the effective date of **October 7, 2024,** through **March 31, 2028.**

Project Timeline**:**
All grant funds must be fully expended no later than **March 31, 2028**. If at that time unexpended funds remain in the possession of Grantee, those funds must be timely returned to the Authority, for the Authority to return to the Michigan Department of Treasury.

Progress Reports and Final Reporting:
The Grantee must provide to the Authority regular and final reports of the grant activities performed during the grant term. An accounting of Grantee's actual expenditure of all funds on the Project over the grant period is required, including the breakdown of Grantee's actual use of Grant funds in conducting the Project within each applicable category of the Budget, and corresponding copies of supporting documentation of such expenditures, such as receipts, general ledgers, or other evidence of expenditure activity statements; the Grantee's estimated percentage of completion of the Project; and any other information deemed relevant by Grantee to support the grant activities actually performed. Each Financial Status Report ("FSR") and progress report must be submitted on the MSHDA IGX grant management system by the designated authorized signatory. FSRs and progress reports must be submitted 30 days after the end of a calendar quarter. The Grantee is responsible for submitting all expenses within the specified reporting period. Expenses submitted outside of the reporting period may still be accepted, but only at the discretion of the Authority. Beginning March 15, 2026, the Authority shall post a report on grant information and grant activity in a publicly accessible location on its and/or the Department of Labor and Economic Opportunity's website. The report will list the grant recipient, project purpose, and location of the project for each legislative enhancement grant administered by the Authority, the status of funds allocated and disbursed under the grant agreement, and the legislative sponsor, if applicable. The Authority and/or LEO shall update the report and shall post an updated report not later than June 15, 2026, and again not later than

September 15, 2026. Grantee agrees to provide the Authority all information necessary to make these public disclosures and consents to the disclosure of the described information.

Reporting requirements include the following:

1. Calendar year quarterly Financial Status Report and progress report
2. The number of individuals and families served during the grant term
3. Grant/financial narrative (final report)

Exhibit B
Enhancement Grant # LEG-2026-385-ENH
Grantee: Oakland County

Budget:

Component	**Activities**	**Funding Source: Michigan Enhancement Grant**
Hotel Funds	Emergency hotel rooms provided to families and individuals when other shelter beds are not available	$200,000
Temporary Emergency Shelter	Supporting temporary emergency shelter spaces with beds and operational support	$200,000
Shelter Liaison/Peer Support Specialist(s)	A Shelter Coordinator Liaison and Peer Support Specialist will serve as primary points of contact for hotel booking requests.	$40,000
Transportation to Shelter and Services	Client transportation to shelter and services	$10,000
Administrative Costs		$50,000
	Total	**$500,000**

Exhibit C
APPROPRIATION REQUEST

MICHIGAN SENATE

Appropriations Requests for Legislatively Directed Spending Items

1. The sponsoring Senator's First Name Rosemary

2. The sponsoring Senator's Last Name Bayer

3. The cosponsoring senators' names. All cosponsors must be listed. If none, please type 'n/a.' A signed letter from the sponsor approving the co-sponsorship and a signed letter from the member wishing to co-sponsor are required. Attach letters at question #9 below.
   n/a

4. Name of the spending item's recipient: Oakland County

5. Physical address of the recipient:
   2100 Pontiac Lake Rd, Waterford Twp 48328

6. If there is not a specific recipient, the intended location of the project or activity: n/a

7. Name of the senator and the district number where the legislatively directed spending item is located:
   Sen Runestad

8. Purpose of the legislatively directed spending item. Please include how it provides a public benefit and why it is an appropriate use of taxpayer funding. Please also
   demonstrate that the item does not violate Article IV, S 30 of the Michigan Constitution.
   For Temporary hotel sheltering for the homeless families and individuals in Oakland County who cannot access existing shelter options.

9. Attach documents here if needed:

10. The amount of state funding requested for the legislatively directed spending item
    $1M

11. Has the legislatively directed spending item previously received any of the following types of funding? (Check all that apply)
    ["State","Local"]

12. Please select one of the following groups that describes the entity requesting the legislatively directed spending item
    Local unit of government

13. For a non-profit organization, has the organization been operating within Michigan for the preceding 36 months?
    N/A

14. For a non-profit organization, has the entity had a presence within Michigan for the preceding 12 months?
    N/A

15. For a non-profit organization, does the organization have a board of directors? N/A

16. For a non-profit organization, list all the active members on the organization's board of directors and any other officers. If this question is not applicable, please type 'n/a.'
    n/a

17. “I certify that neither the sponsoring senator nor the sponsoring senator's staff or immediate family has a direct or indirect pecuniary interest in the legislatively directed spending item.” I certify

18. Anticipated start and end dates for the legislatively directed spending item FY 25/26

19. Certification of accuracy I certify

STATE OF MICHIGAN
GRETCHEN WHITMER
GOVERNOR

MICHIGAN STATE HOUSING DEVELOPMENT AUTHORITY
LANSING

AMY HOVEY
CHIEF EXECUTIVE OFFICER
AND EXECUTIVE DIRECTOR

March 30, 2026

Khadija Walker-Fobbs
Oakland County
walker-fobbsk@oakgov.com

RE: Announcement of Funding Award, Grant #LEG-2026-385-ENH

Dear Khadija Walker-Fobbs:

Congratulations! The Michigan State Housing Development Authority (MSHDA) has approved your request for MSHDA funds in the amount of Five Hundred Thousand Dollars ($500,000). The purpose of this letter is to inform you of the documentation needed to initiate this grant.

Enclosed you will find the following documents:

- A Grant Agreement
- *Authorized Signature Designation* Form
- *Legislative Enhancement Grant Administrative Guidance Policy*
- *Lobbying Disclosure and Certification* Form
- *ACH Payee Authorization* Form

Return the Grant Agreement, the Authorized Signature Designation Form, and the Lobbying Disclosure and Certification Form as soon as possible via email to your assigned grant manager, Liz Faulkner at faulknere@michigan.gov

Executing the Grant Agreement

Your agency's Authorized Official must sign the Grant Agreement before a witness. **NOTE: MSHDA will NOT allow consultants and/or third-party administrators to be designated to act on behalf of the authorized official.**

Authorized Signature Designation Form

The Authorized Signature Designation Form formally identifies and designates the person or persons authorized to sign and/or submit grant related reports, forms, and documents on behalf of the governing board. Each signatory must sign in the appropriate spaces on the form next to his or her printed or typed name. **NOTE:**

MSHDA will NOT allow consultants and/or third-party administrators to be designated as authorized signatories.

Financial Status Report (FSR) and Progress Reports

Please refer to Exhibit A in the Grant Agreement for guidance on how to properly complete FSRs and progress reports. Each FSR and progress report must be submitted in the MSHDA Grants System (aka: IGX) by the designated Authorized Signatory (who may be different than the Official and requires MSHDA approval). FSRs and progress reports must be submitted 30 days after the end of a calendar quarter.

Keep in mind that any deviations from the terms or conditions of the Grant Agreement must be requested and approved by MSHDA. If you have questions, please contact me at 517-420-7363.

Sincerely,

Liz Faulkner

Liz Faulkner, Community Development Analyst
Office of Housing Strategies

Cc: Megan Spitz, Office of Housing Strategies Manager

FY26 Special Revenue Grant **Schedule B - Continuations (LDS / Housing Enhancement Funding MSHDA)**						*Estimated Hours being charged*
Dept. #	FY26 Pos. #	Budgeted Class	FT/PT	Hours	Filled As	LDS/ Housing Enhancement
1060701	P00015987	Neighborhood & Housing Development NHD Officer	FTE	1040	NHD Officer	0
1020615	P00002489	Fiscal Services Accountant III	FTE	1664	Fiscal Services Accountant III	3
1060701	P00014810	Chief Neighborhood & Housing Development	FTE	2080	Chief Financial Officer & Deputy Manager	3
1060701	P00001370	Grant Compliance & Program Coordinator	FTE	2080	Grants Compliance Coordinator	3
1060701	P00014811	Neighborhood & Housing Development Coommunity Liaison	FTE	2080	Community Engagement Liaison	3
1060702	P00003354	Housing Counseling Supervisor	FTE	2080	Supervisor Housing Counseling & Homeless Services	6
1060702	P00000730	Neighborhood & Housing Development Specialist Senior	FTE	2080	HUD Certified Housing Counselor	6
1060702	P00010806	Neighborhood & Housing Development Specialist Senior	FTE	2080	HUD Certified Housing Counselor	6
1060701	P00003182	Supervisor Neighborhood & Housing Development	FTE	2080	Supervisor Contract Compliance Unit	0
1060701	P00003567	Neighborhood & Housing Development Specialist Senior	FTE	2080	Senior Specialist - Environmental Officer	0
1060701	P00000999	Supervisor Neighborhood & Housing Development	FTE	2080	Supervisor Field Services	0
1060701	P00002426	Neighborhood & Housing Development Field Technician Senior	FTE	2080	Senior Field Technician	0
1060701	P00009522	Neighborhood & Housing Development Field Technician Senior	FTE	2080	Senior Field Technician	0
1060701	P00001457	Neighborhood & Housing Development Field Technician	FTE	2080	Field Technician	0
1060701	P00001371	Supervisor Neighborhood & Housing Development Administrative Services	FTE	2080	Supervisor Adminstrative Services	0
1060701	P00001768	Neighborhood & Housing Development Technician	FTE	2080	Loan Services Specialist	0
1060701	P00003230	Neighborhood & Housing Development Technician	FTE	2080	Loan Services Specialist	0
1060701	P00001279	Neighborhood & Housing Development Coordinator	FTE	2080	Eligibility Coordinator	0
1060701	P00006098	Neighborhood & Housing Development Coordinator	FTE	2080	Coordinator	0
1060701	P00005413	Neighborhood & Housing Development Assistant	FTE	2080	Assistant	0
1060701	P00005341	Student**	PTNE	1250	Student - PTNE	0

* The percentage of hours allocated to each grant is an estimate. Hours charged to grants is dictated by grant activities

MICHIGAN STATE HOUSING DEVELOPMENT AUTHORITY(MSHDA)

Housing Solutions Division
Office of Housing Strategies

Legislative Enhancement Grant Administrative Guidance Policy – Oakland County

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Disbursement and Use of Funds

Funds will only be disbursed on a reimbursement basis after verification that grant activities are progressing in accordance with the project purpose.

Financial Status Reports ("FSRs") and quarterly progress reports will be submitted on the MSHDA IGX grant management platform. Supporting documentation of expenditures includes receipts, general ledgers, or other evidence of expenditure activity statements.

Please allow three weeks for processing of FSRs. If payment has not been received after four weeks, questions regarding the status of payment may be directed to the assigned grant manager.

Progress Reports and Final Reporting

Progress reports summarizing the grant activities performed during the grant term are required and will be submitted with each FSR. A narrative on agency letterhead is acceptable. A final report accounting of Grantee's actual expenditure of all funds on the Project over the grant period is required, including the breakdown of Grantee's actual use of Grant funds on the Project within each applicable category of the Budget; the Grantee's estimated percentage of completion of the Project; and any other information deemed relevant by Grantee to support the grant activities performed.

Reporting requirements include the following:

1. Calendar year quarterly FSR and Quarterly Progress Reports (attached with FSR)
2. The number of individuals and families served
3. Financial audit (final report)

Travel/Meals/Guidelines

Mileage is reimbursable, as well as meals and lodging, in accordance with the MSHDA Standardized Travel Regulations and Rate Schedule (Exhibit A).

- When submitting invoices, keep the following in mind:

  A. Invoices that request meal reimbursements MUST include original **detailed** receipts for each meal (no receipts – no reimbursement). **Per diem is not allowed.**

  B. Grantees and consultants (those necessary to complete the grant's goals and objectives) are entitled to meals in accordance with the following schedule. Meals must be

purchased within the starting and ending time of travel.

- Breakfast – If travel commences prior to 6:00 a.m. and extends beyond 8:30 a.m.
- Lunch – If travel commences prior to 11:30 a.m. and extends beyond 2:00 p.m.
- Dinner – If travel commences prior to 6:30 p.m. and extends beyond 8:00 p.m.
- Midnight – Shall be at the lunch rate if work extends beyond midnight, 12:00 a.m.

C. The receipt should be electronically generated to include the place, date, and time of the meal, and the menu items purchased. **Alcohol is not a billable expense.**

Grantee Monitoring

MSHDA will monitor grantees to assure compliance with the grant terms, to assure the grant is progressing in a timely and appropriate manner, and to identify and respond to any issues that need addressing. This monitoring will be done through review of payment requests, progress reports, and through regular phone and/or email contact.

In addition, MSHDA may evaluate or monitor the progress of grantees by contacting relevant local government officials, contractors, consultants, and/or any other individuals and groups involved in any of the grant funded events or services.

DEPARTMENT OF TECHNOLOGY, MANAGEMENT & BUDGET,
VEHICLE AND TRAVEL SERVICES
SCHEDULE OF TRAVEL RATES FOR CLASSIFIED AND UNCLASSIFIED EMPLOYEES
FY 2026 – Effective January 1, 2026

MICHIGAN SELECT CITIES*

	Individual	Group Meeting (pre-arranged and approved)
Lodging**	$98.00	
Breakfast	$14.00	$17.00
Lunch	$16.00	$19.00
Dinner	$31.00	$34.00

MICHIGAN IN-STATE ALL OTHER

	Individual	Group Meeting (pre-arranged and approved)
Lodging**	$98.00	
Breakfast	$12.00	$15.00
Lunch	$14.00	$17.00
Dinner	$27.00	$30.00

Lodging	$66.00
Breakfast	$12.00
Lunch	$14.00
Dinner	$27.00
Per Diem Total	**$119.00**

OUT-OF-STATE SELECT CITIES*

	Individual	Group Meeting (pre-arranged and approved)
Lodging**	Contact FROSCH Travel	
Breakfast	$22.00	$25.00
Lunch	$23.00	$26.00
Dinner	$36.00	$39.00

OUT-OF-STATE ALL OTHER

	Individual	Group Meeting (pre-arranged and approved)
Lodging**	Contact FROSCH Travel	
Breakfast	$16.00	$19.00
Lunch	$19.00	$22.00
Dinner	$28.00	$31.00

Lodging	$66.00
Breakfast	$16.00
Lunch	$19.00
Dinner	$28.00
Per Diem Total	**$129.00**

Incidental Costs Per Night: $5.00

Mileage Rates	**Current**
Premium Rate	$0.725 per mile
Standard Rate	$0.47 per mile

Reimbursable Meal	Travel Begins Before	Travel Extends Past
Breakfast	6:00 a.m.	8:30 a.m.
Lunch	11:30 a.m.	2:00 p.m.
Dinner	5:30 p.m.	8:00 p.m.

* See Select Cities Listing
** Lodging available at State rate, or call FROSCH Travel at 877-654-2179 or www.concursolutions.com

SELECT CITY LIST

SCHEDULE OF TRAVEL RATES FOR CLASSIFIED AND UNCLASSIFIED EMPLOYEES

Effective October 1, 2025

Michigan Select Cities/Counties		
	CITIES	**COUNTIES**
	Ann Arbor, Auburn Hills, Beaver Island, Detroit, Grand Rapids, Holland, Leland, Mackinac Island, Midland, Muskegon, Petoskey, Pontiac, South Haven, Traverse City	Grand Traverse, Oakland, Wayne
Out of State Select Cities/Counties		
STATE	**CITIES**	**COUNTIES**
Alaska	All locations	
Arizona	Phoenix, Scottsdale, Sedona	
California	Antioch, Arcata, Barstow, Belmont, Concord, Eureka, Foster City, Fresno, Gualala, Mammoth Lakes, McKinleyville, Mill Valley, Monterey, Napa, Novato, Oakland, Ontairio, Palm Springs, Palo Alto, Point Arena, Sacramento, San Diego, San Francisco, San Jose, San Luis Obispo, San Mateo, San Rafael, Santa Barbara, Santa Cruz, Santa Monica, Santa Rosa, South Lake Tahoe, Sunnyvale, Tahoe City, Truckee, Victorville, Yosemite National Park	Los Angeles, Mendocino, Orange, Ventura
Colorado	Aspen, Aurora, Breckenridge, Colorado Springs, Crested Butte, Denver, Grand Lake, Gunnison, Silverthorne, Steamboat Springs, Telluride, Vail	
Connecticut	Bridgeport, Danbury, Groton, New London	
District of Columbia	Washington DC (See also Maryland & Virginia)	
Florida	Boca Raton, De Funiak Springs, Delray Beach, Ft Lauderdale, Fort Walton Beach, Jupiter, Key West, Miami, Sarasota	
Georgia	Atlanta, Brunswick, Jekyll Island	
Hawaii	All locations	
Idaho	Boise	
Illinois	Chicago, East St. Louis, Fairview Heights, O'Fallon	Cook, Lake
Kentucky	Kenton	
Maine	Bar Harbor, Kennebunk, Kittery, Rockport, Sandford	
Maryland	Baltimore City, Columbia	Montgomery, Prince George
Massachusetts	Boston, Burlington, Cambridge, Falmouth, Hyannis, Martha's Vineyard, Nantucket, Pittsfield, Woburn	Suffolk
Minnesota	Duluth, Minneapolis, St. Paul	
Missouri	St. Louis	
Nevada	Las Vegas	
New Jersey	Eatontown, Freehold, Newark, Princeton, Trenton	
New York	Albany, Floral Park, Garden City, Glens Falls, Great Neck, Kingston, Lake Placid, Melville, New Rochelle, New York City, Riverhead, Ronkonkoma, Tarrytown, White Plains	Bronx, Kings, Queens, Richmond, Suffolk
Ohio	Cincinnati	
Oregon	Bend, Lincoln City, Portland, Seaside	
Pennsylvania	Philadelphia	
Puerto Rico	All locations	
South Carolina	Charleston	
Tennessee	Brentwood, Franklin, Nashville	
Utah	Moab, Park City	
Vermont	Burlington, Manchester, Stowe, White River Junction	
Virginia	Alexandria, Fairfax, Falls Church	Arlington, Fairfax
Washington	Everett, Lynnwood, Ocean Shores, Pasco, Port Angeles, Port Townsend, Richland, Seattle, Spokane, Tacoma, Vancouver	
Wyoming	Jackson, Pinedale	

Michigan State Housing Development Authority
735 E. Michigan Avenue, P.O. Box 30044
Lansing, MI 48909

AUTHORIZED SIGNATURE DESIGNATION FORM

Organization Name: Oakland County
Organization #: 385
Grant #: LEG-2026-385-ENH

As the Highest Elected Official of Oakland County, I designate the following individual(s) as Authorized Signer(s) for Grant # LEG-2026-385-ENH to sign the associated Grant Agreement and Grant Amendments (if applicable) and to submit FSR payment requests for the aforementioned grant.

(1) **David T. Woodward** *(Grant Agreement / Amendments if applicable)*
Authorized Signer Printed Name

Board Chair, Oakland County Board of Commissioners
Title

Signature

(2) **Miyoshi Johnson** *(Submission of FSR payment requests)*
Authorized Signer Printed Name

Accountant III, Oakland County Management & Budget

Signature

APPROVED BY HIGHEST APPOINTED OFFICIAL:

David W. Coulter
Highest Appointed Official Printed Name

County Executive
Title

Signature

Date

Lobbying Disclosure and Certification

Grant Certification on Lobbying Restrictions

Instructions: Please read the following certification and acknowledge your compliance with the restrictions on the use of grant funds.

Certification Statement: The agency certifies that no grant funds will be used for contributions, endorsements, publicity, or activities intended to influence Federal, State, or local elections, referenda, initiatives, or similar processes. The agency will not restrict or impede marginalized communities' access to government resources or provide financial or administrative support to political parties, campaigns, political action committees, or organizations created to influence elections. The agency will not use grant funds to influence any federal or state agency officer, Congressional member, or staff regarding grant or contract actions. This certification must be included in all subaward documents at all levels.

Agency Information	
Agency Name: Oakland County – Neighborhood Housing & Development	
Address (City, State, Zip): 1200 N. Telegraph Rd. 34E, Pontiac, MI. 48341	
Authorized Official: David T. Woodward	Authorized Official Email: woodwardd@oakgov.com
Subgrantee Agency (if applicable): Click or tap here to enter text.	
Subgrantee Agency (if applicable): Click or tap here to enter text.	

Agency Certification	
I hereby certify that I am an individual authorized by the above identified agency to complete this form. Further, I certify that no grant funds will be used for contributions, endorsements, publicity, or activities intended to influence Federal, State, or local elections, referenda, initiatives, or similar processes; that I will not restrict or impede marginalized communities' access to government resources; that I will not provide financial or administrative support to political parties, campaigns, political action committees, or organizations created to influence elections; that I will not use grant funds to influence any federal or state agency officer, Congressional member, or staff regarding grant or contract actions; and that I will include this certification in all subaward documents at all levels.	
Certified By: Click or tap here to enter text.	Title: Click or tap here to enter text.
Signature:	Date: Click or tap here to enter text.

OAKLAND COUNTY MICHIGAN
BOARD OF COMMISSIONERS

AGENDA ITEM: Amendment #1 to the Oakland Schools FY 2025 Home Visitation Grant Program
DEPARTMENT: Health & Human Services - Health Division
MEETING: Public Health & Safety Committee
DATE: Tuesday, June 2, 2026 10:30 AM - Click to View Agenda

ITEM SUMMARY SHEET

COMMITTEE REPORT TO BOARD

Resolution #2026-6566
Motion to approve amendment #1 to the Oakland Schools FY 2025 Home Visitation Grant Program in the amount of $61,255 for the period of October 1, 2025, through June 30, 2026; further, delete one (1) vacant Part-Time Non-Eligible 1,000-hour Public Health Nurse III, and one (1) vacant Part-Time Non-Eligible 1,000-hour Auxiliary Health Clerk for the Nurse Family Partnership Program in the Nursing Services Health Infant Promotion Unit (#1060291); further, authorize the Chair of the Board of Commissioners to execute the agreement; further, amend the FY 2025 budget as detailed in the attached Schedule A.

ITEM CATEGORY	SPONSORED BY
Grant	Penny Luebs

INTRODUCTION AND BACKGROUND

The Oakland County Health Division received Amendment #1 to the Oakland Schools FY25 Home Visitation grant Agreement. The Amendment reflects a funding level reduction in the FY 2025 grant award amount from $199,838 to $144,218, a total reduction of $55,620, to reflect the actual amounts spent for the FY 2025 grant period.

Amendment #1 also adds FY 25 carryover funding in the amount of $61,255 for the period October 1, 2025 through June 30, 2026 for continued support in the provision of evidenced-based model fidelity home visitation/nurse family partnerships in the southeast region of Oakland County, including Hazel Park, Madison Heights, Oak Park and Southfield, to families who are economically disadvantaged:

Due to changes in the grant funding, it is requested to delete one (1) vacant Special Revenue Part-Time Non-Eligible (PTNE) 1,000 hours per year Public Health Nurse III position (P00017208), and one (1) vacant SR PTNE 1,000 hours per year Auxiliary Health Clerk position (P00017209) for the Nurse Family Partnership Program in the Nursing Services Health Infant Promotion Unit (#1060291).

POLICY ANALYSIS

- The subaward provides funding for the provision of evidenced-based model fidelity home visitation/nurse family partnerships in the Southeast region of Oakland County, including Hazel Park, Madison Heights, Oak Park and Southfield, to families who are economically disadvantaged.

- Grant funding was accepted via resolution #2024-4640, in the amount of $350,000.
    - This included (1) FY 2024 carryover funds of $150,162, which needed to be spent by June 30, 2025 and (2) FY 2025 funds of $199,838, which needed to be spent by September 30, 2025.
    - Acceptance of grant funding also authorized the creation of one (1) FTE position and two (2) PTNE positions.
- Amendment #1 requests the deletion of two (2) PTNE positions; HR action will be needed. There is a total of three (3) positions associated with this grant. The remaining one (1) FTE position will remain on the grant until funding levels for the 2027 FY are determined. As it is unknown at this time if this program will continue into the 2027 Fiscal Year. Oakland Schools is no longer able to support this program due to continued funding cuts.
- The remaining funding of $61,255 for this grant agreement must be spent by June 30, 2026.
- Per the department, the personnel that was paid through this grant funding were only partially supported through the Home Visitation Grant. The Oakland County HHS department must now supplement 100% of the salary costs through another grant. The department has the funding to do so.

FISCAL IMPACT: Budget Amendment Attached

Committee members can contact Breanne Progar, Analyst at 248.701.6874 or progarb@oakgov.com or the department contact persons listed for additional information.

CONTACT

Kate Guzman, Health Officer

ITEM REVIEW TRACKING

Stacey Sledge, Health & Human Services	Created/Initiated - 5/4/2026
Stacey Sledge, Health & Human Services	Approved - 5/19/2026
Leigh-Anne Stafford, Health & Human Services	Approved - 5/19/2026
Breanne Progar, Board of Commissioners	Approved - 5/19/2026
Nina LaSalle, Fiscal Services	Approved - 5/22/2026
Diana McBroom, Executive's Office	Approved - 5/28/2026
Solon Phillips, Corporation Counsel	Approved - 5/28/2026
Heather Mason, Human Resources	New -
Sheryl Johnson, Fiscal Services	
Breanne Progar, Board of Commissioners	
Penny Luebs, Board of Commissioners	

AGENDA DEADLINE: 05/19/2026 4:30 PM

ATTACHMENTS

1. HHS-Health-FY26-Oakland-Schools-Home-Visit (1)
2. Grant Review Sign-Off
3. P2500413 OCHD_UPDATED
4. FY25 OCHD - 32p4 NFP Carryover

COMMITTEE TRACKING

2026-06-02 Public Health & Safety - Recommend to Board
2026-06-11 Full Board

Motioned by: Commissioner Ann Erickson Gault
Seconded by: Commissioner Angela Powell

Yes: Ann Erickson Gault, Michael Gingell, Marcia Gershenson, Penny Luebs, Angela Powell, Michael Spisz, Linnie Taylor (7)
No: None (0)
Abstain: None (0)
Absent: (0)
Passed

Oakland County, Michigan

HEALTH AND HUMAN SERVICES DEPARTMENT/HEALTH DIVISION - FY 2026 Oakland Schools Home Visitation Grant Acceptance

Schedule "A" DETAIL

R/E	Fund Name	Division Name	Fund # (FND)	Cost Center (CCN) #	Account # (RC/SC)	Program # (PRG)	Grant ID (GRN) #	Project ID # (PROJ)	Region (REG)	Budget Fund Affiliate (BFA)	Ledger Account Summary	Account Title	FY 2026 Amendment	FY 2027 Amendment	FY 2028 Amendment
R	Human Services Grants	Health	FND11007	CCN1060291	RC615571	PRG133215	GRN-1004763				615000	State Operating Grants	61,255	-	-
												Total Revenues	$ 61,255	$ -	$ -
E	Human Services Grants	Health	FND11007	CCN1060291	SC702010	PRG133215	GRN-1004763				702000	Salaries	39,512		
E	Human Services Grants	Health	FND11007	CCN1060291	SC722900	PRG133215	GRN-1004763				722000	Fringe Benefit Adjustments	21,732		
E	Human Services Grants	Health	FND11007	CCN1060291	SC730982	PRG133215	GRN-1004763				730000	Interpreter Fees	11		
												Total Expenditures	$ 61,255	$ -	$ -

GRANT REVIEW SIGN-OFF – Health & Human Services/Health

GRANT NAME: FY2025 Oakland Schools Home Visitation Grant AWD00569
FUNDING AGENCY: Oakland Intermediate School District
DEPARTMENT CONTACT PERSON: Stacey Sledge 248-452-2151
STATUS: Grant Amendment #1 (Greater than $10,000 or 15% of original award amount) Delete Positions
DATE: 06/01/2026

Original Resolution: 2024-4640

Please be advised that the captioned grant materials have completed the internal grant review. Below are the returned comments.

The Board of Commissioners' liaison committee resolution and grant amendment package (which should include this sign-off email and the grant amendment with related documentation) should be placed on the agenda(s) of the next appropriate Board of Commissioners' committee(s) for grant acceptance by Board resolution.

DEPARTMENT REVIEW

Approved	05/27/2026 10:29:49 AM		Hailey Matthews (28332) (Grant Review Departments)	1	Hailey Matthews: Approved by Human Resources. Deletes two PTNE positions: Public Health Nurse III P00017208 and Auxiliary Health Clerk P00017209. HR action is needed.
Approvers Added	05/28/2026 08:31:55 AM		Kate Alexander (29532) (Grant Review Departments)	1	Kate Alexander: CC Assigned Attorney: Sharon Kessler; CC File #2026-0793
Approved	05/28/2026 08:31:55 AM		Kate Alexander (29532) (Grant Review Departments)	1	
Approved	05/28/2026 11:21:11 AM		Shannon Lee (29084) (Grant Review Departments)	1	
Approved	05/28/2026 11:25:53 AM		Sharon Kessler (24996)	1	Sharon Kessler: There are no legal issues with the grant amendment.
Approved	05/29/2026 08:57:22 AM		Diana McBroom (40948) (Grant Review Departments)	1	

OaklandSchools
Learning today. Transforming tomorrow.

****CHANGE ORDER #2****

PURCHASE ORDER NO.

P2500413

To receive proper payment the above number must appear on all invoices, bills of lading, packages, correspondence, etc.

VENDOR INFO

VENDOR
00003156
OC TREASURER
1200 N TELEGRAPH RD BUILDING 12 EAST
PONTIAC, MI 48341

SHIP TO
Kelly Vargo
OAKLAND SCHOOLS ADMIN BLDG
2111 PONTIAC LAKE RD
WATERFORD, MI 48328

BILL TO
ATTN: ACCOUNTS PAYABLE
OAKLAND SCHOOLS
2111 Pontiac Lake Rd
Waterford, MI 48328

TAX ID #38-1713563

******REVISED******

10/15/24 Modification: Increase line 2 by $8,000 for increased coverage and to align with the grant. New PO total $350,000.00

4/29/26 Modification: Decrease line 2 by $55,620.00 to align with spending. Add line 3 in the amount of $61,255.00 for carryover spending. Change end date to June 30, 2026 to align with carryover spend dates. New PO total $355,635.00

PO Date	Reference #	Date Required	Requisition Number	Board Approved Date
04/30/2026		10/01/2024	R2500627	

ITEM	QUANTITY	UNIT	DESCRIPTION	UNIT PRICE	EXTENDED PRICE
0001	1	TERM	Oakland County Health Dept Visitation/NFP FY24 Carryover. Sub-recipient will provide evidence based model fidelity home visitation/nurse family partnerships, in Oakland County, to families who are economically disadvantaged as evidenced by free and reduced lunch rates. Carryover needs to be fully spent by June 30, 2025. *Acct: 105-441-0000-3430-000-0845-58510000*	$150,162.00	$150,162.00
0002	1	TERM	Oakland County Health Dept Visitation/NFP FY25 Sub-recipient will provide evidence based model fidelity home visitation/nurse family partnerships, in Oakland County, to families who are economically disadvantaged as evidenced by free and reduced lunch rates. FY25 funds need to be fully spent by September 30, 2025. *Acct: 105-441-0000-3430-000-0561-58510000*	$144,218.00	$144,218.00
0003	1	TERM	Oakland County Health Dept Visitation/NFP FY25 CARRYOVER	$61,255.00	$61,255.00

OaklandSchools
Learning today. Transforming tomorrow.

CHANGE ORDER #2

PURCHASE ORDER NO.

P2500413

To receive proper payment the above number must appear on all invoices, bills of lading, packages, correspondence, etc.

VENDOR INFO

VENDOR
00003156
OC TREASURER
1200 N TELEGRAPH RD BUILDING 12 EAST
PONTIAC, MI 48341

SHIP TO
Kelly Vargo
OAKLAND SCHOOLS ADMIN BLDG
2111 PONTIAC LAKE RD
WATERFORD, MI 48328

BILL TO
ATTN: ACCOUNTS PAYABLE
OAKLAND SCHOOLS
2111 Pontiac Lake Rd
Waterford, MI 48328

TAX ID #38-1713563

****REVISED****

PO Date	Reference #	Date Required	Requisition Number	Board Approved Date
04/30/2026		10/01/2024	R2500627	

ITEM	QUANTITY	UNIT	DESCRIPTION	UNIT PRICE	EXTENDED PRICE
			Sub-recipient will provide evidence based model fidelity home visitation/nurse family partnerships, in Oakland County, to families who are economically disadvantaged as evidenced by free and reduced lunch rates. FY25 CARRYOVER need to be fully spent by June 30, 2026. The invoice needs to be sent to Oakland schools on or before July 15, 2026. *Acct: 105-441-0000-3430-000-0561-58510000*		
				Net:	**$355,635.00**
				TOTAL	**$355,635.00**

Jane Marie Hollander 04/30/2026

Authorized Signature Date

For questions on this purchase order please call Procurement & Contracting at 248.209.2233

32p(4) NFP Expenditure Report

Agency Name: Oakland County Health Department

32p4 Billing for Period of: June

Contract Period 10/1/25-9/30/26 | **P2500413** | **FY26 Budget**

Note: Only include items that are already paid for and recorded within the program's official accounting system.

Function Code	Description (Ex: Office Supplies, Consumable Materials etc.)	Budget Amount	Current Expenditure
212.00	(2) PTNE Outreach Staff Salary Only	$ -	
212.01	Home Visitor Salary (1.5 FTE)	$ 39,511.40	
212.02	Home Visitor Benefits (1.5 FTE)	$ 21,731.82	
212.03	Supplies/Consumables	$ -	
212.04	Home Visitor and PTNE Mileage	$ -	
212.05	Printing	$ -	
212.06	Technology/Computer	$ -	
212.07	Assessment Supplies	$ -	
212.08	Translation (phone .54 cents per minuter/in-person $12	$ 10.91	
212.09	Telephones	$ -	
257.01	Copy Fax	$ -	
257.02	Postage	$ -	
261.01	Insurance	$ -	
283.01	Travel Off-Site/Conference -HV	$ -	
331.01	Office Supplies	$ -	
TOTAL		$ 61,254.13	$ -

TOTAL AMOUNT REQUESTED	$ -

OAKLAND COUNTY MICHIGAN
BOARD OF COMMISSIONERS

AGENDA ITEM: Request for Staffing Modification within the Health Division for the Deletion of Seven (7) Special Revenue Positions
DEPARTMENT: Health & Human Services - Health Division
MEETING: Public Health & Safety Committee
DATE: Tuesday, June 2, 2026 10:30 AM - Click to View Agenda

ITEM SUMMARY SHEET

COMMITTEE REPORT TO BOARD

Resolution #2026-6567
Motion to approve the request for the staffing modification within the Health Division for the deletion of seven (7) Special Revenue Positions as detailed in the attached Schedule D.

ITEM CATEGORY	SPONSORED BY
Staffing Modification	Penny Luebs

INTRODUCTION AND BACKGROUND

The Health Division is requesting to delete seven (7) vacant special revenue positions as depicted on the attached Schedule D.

It is requested to delete five (5) vacant special revenue positions due to grant funding level changes for the following grants:

- United States Department of Agriculture - FY 2023 Healthy Oakland Produce Prescription Program, for the period September 15, 2022 through September 14, 2025.
- Michigan Public Health Institute - FY 2025 COVID Regional Health Equity Council Backbone Organization Grant, for the period October 1, 2025 through September 30, 2025.
- Michigan Fitness Foundation - FY 2025 Supplemental Nutrition Assistance Program, for the period October 1, 2024 through September 30, 2025.

It is also requested to delete two (2) vacant special revenue positions due to the reallocation of Local Community Stabilization Authority Act Funding for increasing demands for vaccines and Public Health technology needs for health services described in Section 2475 of the Michigan Public Health Code.

POLICY ANALYSIS

Local Community Stabilization Authority Act

- Under MCL. 123.1357(4)(a)(viii), the annual funding amount for the Local Community Stabilization Authority Act (LCSA) is $1,045,000. This amount is determined by a formula based on the amount of the Essential Local Public Health Services funding. The HHS department has been awarded this funding annually since 2020, per resolution #20331.

- Resolution #2026-6348 authorized the creation of two (2) SR PTNE positions. While this funding had vacant positions available, the department deemed it necessary to create two (2) new positions solely to perform specific job duties related to program outreach. There are a total of five (5) positions supported by LCSA funding.

Healthy Oakland Produce Prescription Program

- Resolution #2022-2295_22-422 accepted funding in the amount of $453,000. This resolution authorized the creation of two (2) SR PTNE positions.

COVID Regional Health Equity Council Backbone Organization Grant

- Resolution #2024-4566 accepted funding in the amount of $70,000. This resolution authorized the creation of one (1) SR PTNE position.

Supplemental Nutrition Assistance Program

- Resolution #2024-4705 accepted funding in the amount of $42,000. This resolution authorized the continuation of one (1) SP PTNE position.

According to the department, deleting these positions will not negatively impact program effectiveness, as they were all tied to funding that is no longer available. If the need to new position's arrives, the department will bring forth a request for position creation when they bring new grant funding for acceptance.
FISCAL IMPACT: Subsequent QR Budget Amendment Required

Committee members can contact Breanne Progar, Analyst at 248.701.6874 or progarb@oakgov.com or the department contact persons listed for additional information.

CONTACT

Kate Guzman, Health Officer

ITEM REVIEW TRACKING

Stacey Sledge, Health & Human Services	Created/Initiated - 5/4/2026
Stacey Sledge, Health & Human Services	Approved - 5/19/2026
Leigh-Anne Stafford, Health & Human Services	Approved - 5/19/2026
Breanne Progar, Board of Commissioners	Approved - 5/19/2026
Nina LaSalle, Fiscal Services	Approved - 6/1/2026
Hailey Matthews, Human Resources	Approved - 6/1/2026
Diana McBroom, Risk Management	Approved - 6/1/2026
Solon Phillips, Corporation Counsel	Approved - 6/1/2026
Heather Mason, Human Resources	New -
Sheryl Johnson, Fiscal Services	
Breanne Progar, Board of Commissioners	
Penny Luebs, Board of Commissioners	

AGENDA DEADLINE: 05/19/2026 4:30 PM

ATTACHMENTS

1. Health - Grant Position Schedule D - Deletions (1) Revised

COMMITTEE TRACKING

2026-06-02 Public Health & Safety - Recommend to Board
2026-06-11 Full Board

Motioned by: Commissioner Ann Erickson Gault
Seconded by: Commissioner Angela Powell

Yes: Ann Erickson Gault, Michael Gingell, Marcia Gershenson, Penny Luebs, Angela Powell, Michael Spisz, Linnie Taylor (7)
No: None (0)
Abstain: None (0)
Absent: (0)
Passed

Schedule D - Deletions

Dept. #	Unit	Posn	Budgeted Classification	FT/PT	Hours	Job Profile	Salary Plan	Grant
CCN1060201	Health Division Administration	P00015801	Public Health Resources Coordinator	FTE	2080	J001870	087/119	Local Community Stabilization Act FY2025
CCN1060201	Health Division Administration	P00015357	Public Health Nurse III	FTE	2080	J000771	048/F	Local Community Stabilization Act FY2025

OAKLAND COUNTY MICHIGAN
BOARD OF COMMISSIONERS

AGENDA ITEM: Amendment #4 to the FY 2026 Local Health Department Agreement from the Michigan Department of Health and Human Services
DEPARTMENT: Health & Human Services - Health Division
MEETING: Public Health & Safety Committee
DATE: Tuesday, June 2, 2026 10:30 AM - Click to View Agenda

ITEM SUMMARY SHEET

COMMITTEE REPORT TO BOARD

Resolution #2026-6568
Motion to approve amendment #4 to the FY 2026 Local Health Department Agreement from the Michigan Department of Health and Human Services in the amount of $200,565; further, delete three (3) positions as follows: one (1) GF/GP PTNE 1,000 hours per year Auxiliary Health Clerk position (P00017358), one (1) GF/GP PTNE 1,000 hours per year Public Health Nurse III position (P00012877), and one (1) GF/GP PTNE 1,000 hours per year Public Health Nurse II position (P00017355); further, create six (6) new positions as follows: one (1) General Fund/ General Purpose (GF/GP) Full-Time Eligible (FTE) H&HS Contract Compliance Supervisor position, one (1) GF/GP Part-Time Non-Eligible 1,000 hours per year Medical Director position in the Health Division Medical Services Unit, one (1) GF/GP FTE Public Health Nurse IV position, one (1) GF/GP FTE Auxiliary Health Clerk position in the Children's Village Medical Unit, one (1) GF/GP PTNE 1,000 hours per year Community Health Worker position in the Oakland Connects Unit and one (1) SR PTNE, 1,000 hours per year Public Health Educator III; further, authorize the Chair of the Board of Commissioners to execute the attached agreement after final review by Corporation Counsel and Risk Management; further, amend the FY 2026 budget as detailed in the attached Schedule A.

ITEM CATEGORY	SPONSORED BY
Grant	Penny Luebs

INTRODUCTION AND BACKGROUND

The Health Division received Amendment #4 to the Michigan Department of Health and Human Services Fiscal Year 2026 Local Health Department Comprehensive Agreement in the amount of $200,656. The Amendment provides additional funding in the amount of $200,565 for the Public Health Infrastructure project and budget category adjustments for administrative activities that support the Michigan Medicaid Outreach Program.

The Public Health Infrastructure project provides funding to support critical public health infrastructure needs such as public health workforce, foundational capabilities, and data modernization. Funding will be used for staffing, mileage, supplies, and wrap-around services.

The Michigan Medicaid Outreach program provides funding for Medicaid Outreach activities performed to inform Medicaid beneficiaries or potential beneficiaries about Medicaid, enroll individuals in Medicaid, and improve access and utilization of Medicaid covered services. The Michigan Department of Health and Human Services provides 50% reimbursement of gross cost of eligible outreach activities that are not part of direct services. The Health Division is estimating a

cost of $2,200,000 for eligible outreach activities beginning October 1, 2025.

The Health Division has reviewed its operations and determined efficiencies could be achieved with additional support for administrative and clinic support, and tuberculosis and infectious disease caseloads. It is requested to create six (6) new positions; one (1) General Fund/ General Purpose (GF/GP) Full-Time Eligible (FTE) H&HS Contract Compliance Supervisor position to support increasing Health Division financial and operational needs and one (1) GF/GP Part-Time Non-Eligible (PTNE) 1,000 hours per year Medical Director position to provide care associated with tuberculosis and other infectious disease cases within the Health Division Medical Services unit, one (1) GF/GP FTE Public Health Nurse IV position to support clinical services, one (1) GF/GP FTE Auxiliary Health Clerk position to provide essential clerical and clinical support within the Children's Village Medical Unit, one (1) GF/GP PTNE 1,000 hours per year Community Health Worker position to be assigned to Oakland Connects to assist families from non-traditional referrals and assist with referrals from the Medical Examiners Office and Sheriff's Office, and one (1) Special Revenue (SR) PTNE, 1,000 hours per year Public Health Educator III position to support the Regional Health Advisory Councils grant project funded though the FY2026 Local Health Department Agreeement.

The General Fund/General Purpose position costs will be offset through Medicaid Outreach reimbursement funds and the deletion of one (1) vacant GF/GP PTNE 1,000 hours per year Auxiliary Health Clerk position (P00017358), one (1) vacant GF/GP PTNE 1,000 hours per year Public Health Nurse III position (P00012877), and one (1) vacant GF/GP PTNE 1,000 hours per year Public Health Nurse II position (P00017355).

POLICY ANALYSIS

- At the time of the June 2 PHS meeting, this item will not have completed grant review, a sign-off will not be attached. When it is complete, the item will be updated accordingly.
    - **As of June 9, this item has completed the grant review process. A sign-off is now attached.**
- Grant Acceptance was accepted via resolution #2025-5775 in the amount of $13,599,406.
- Amendment #1 was issued and executed internally by MDHHS. This amendment did not involve any fiscal or legal changes, so it did not require Board approval.
- Amendment #2 was approved via resolution #2025-5991.
- Amendment #3 was completed administratively, as it was under 15%.
- Amendment #4 is a four (4) part request to;
    - Adds funding in the amount of $200,565 for the Public Health Infrastructure project, the original amount for this project was $122,738 and with this addition the project budget is now $323,303. This takes the total grant award from $15,662,418 to $15,862,983.
    - Requests additional budget allocation of $597,000 for Medicaid outreach reimbursement.
    - Create six (6) positions.
    - Delete three (3) positions.
- The Medicaid Outreach Program is a reimbursement program from Medicaid outreach activities performed by the Oakland County Health Department, on behalf of the Michigan Department of Health and Human Services. The following activities qualify as eligible reimbursement activities;
    - Referral, coordination, and/or monitoring of Medicaid services,
    - Arranging transportation for clients to access Medicaid services,
    - Arranging for translation services for clients to access Medicaid services,
    - Medicaid outreach and public awareness,

    - Facilitating Medicaid program eligibility determination,
    - Program planning, policy development, and /or inter-agency coordination related to Medicaid services,
    - Training activities related to the Medicaid program.
- The Health Department has received the following annual Medicaid reimbursement amounts from MDHHS;
    - FY 2022- $608,756
    - FY 2023 - $773,320
    - FY 2024 - $864,828
    - FY 2025 - $615,255

FISCAL IMPACT: Budget Amendment Attached

Committee members can contact Breanne Progar, Analyst at 248.701.6874 or progarb@oakgov.com or the department contact persons listed for additional information.

CONTACT

Kate Guzman, Health Officer

ITEM REVIEW TRACKING

Stacey Sledge, Health & Human Services	Created/Initiated - 5/4/2026
Stacey Sledge, Health & Human Services	Approved - 5/21/2026
Leigh-Anne Stafford, Health & Human Services	Approved - 5/21/2026
Breanne Progar, Board of Commissioners	Approved - 5/26/2026
Nina LaSalle, Fiscal Services	Approved - 6/1/2026
Diana McBroom, Risk Management	Approved - 6/1/2026
Solon Phillips, Corporation Counsel	Approved - 6/2/2026
Heather Mason, Board of Commissioners	Approved - 6/5/2026
Sheryl Johnson, Board of Commissioners	Approved - 6/5/2026
Breanne Progar, Board of Commissioners	Approved - 6/5/2026
Penny Luebs, Board of Commissioners	Final Approval - 6/5/2026

AGENDA DEADLINE: 05/19/2026 4:30 PM

ATTACHMENTS

1. HHS-Health FY26 LHD Amendment 4 Sched A
2. Grant Amendment Sign-Off #4 LHDA
3. Amendment #4 Draft contract
4. Amendment #4 ATT IV
5. Amendment #4 Annual Budget Instructions
6. Amendment #4 ATT III

COMMITTEE TRACKING

2026-06-02 Public Health & Safety - Forward to Finance
2026-06-03 Finance - Recommend to Board
2026-06-11 Full Board

Motioned by: Commissioner Ann Erickson Gault
Seconded by: Commissioner Marcia Gershenson

Yes: Ann Erickson Gault, Michael Gingell, Marcia Gershenson, Penny Luebs, Angela Powell, Michael Spisz, Linnie Taylor (7)
No: None (0)
Abstain: None (0)
Absent: (0)
Passed

Oakland County, Michigan
HEALTH AND HUMAN SERVICES DEPARTMENT/HEALTH DIVISION - FY 2026 LOCAL HEALTH DEPARTMENT COMPREHENSIVE AGREEMENT AMENDMENT #4
Schedule "A" DETAIL

R/E	Fund Name	Division Name	Fund # (FND)	Cost Center (CCN) #	Account # (RC/SC)	Program # (PRG)	Grant ID (GRN) #	Project ID # (PROJ)	Region (REG)	Budget Fund Affiliate (BFA)	Ledger Account Summary	Account Title	FY 2026 Amendment	FY 2027 Amendment	FY 2028 Amendment
R	Human Service Grants	Health	FND11007	CCN1060201	RC615571	PRG133150	GRN-1004737				615000	State Operating Grants	200,565	-	-
												Total Revenues	200,565		
E	Human Services Grants	Health	FND11007	CCN1060201	SC702010	PRG133150	GRN-1004737				702000	Salaries Regular	17,895	-	-
E	Human Services Grants	Health	FND11007	CCN1060201	SC722740	PRG133150	GRN-1004737				722000	Fringe Benefits	(22,810)	-	-
E	Human Services Grants	Health	FND11007	CCN1060201	SC730926	PRG133150	GRN-1004737				730000	Indirect Costs	5,087	-	-
E	Human Services Grants	Health	FND11007	CCN1060201	SC731346	PRG133150	GRN-1004737				730000	Personal Mileage	134	-	-
E	Human Services Grants	Health	FND11007	CCN1060201	SC774636	PRG133150	GRN-1004737				770000	IT Operations	98,526	-	-
E	Human Services Grants	Health	FND11007	CCN1060201	SC730982	PRG133150	GRN-1004737				730000	Interpreter Fees	(2,000)	-	-
E	Human Services Grants	Health	FND11007	CCN1060201	SC731941	PRG133150	GRN-1004737				730000	Training	(2,000)	-	-
E	Human Services Grants	Health	FND11007	CCN1060201	SC750245	PRG133150	GRN-1004737				750000	Incentives	89,823	-	-
E	Human Services Grants	Health	FND11007	CCN1060201	SC750399	PRG133150	GRN-1004737				750000	Office Supplies	(1,999)	-	-
E	Human Services Grants	Health	FND11007	CCN1060201	SC778675	PRG133150	GRN-1004737				770000	Telephone Communications	640	-	-
E	Human Services Grants	Health	FND11007	CCN1060201	SC773630	PRG133150	GRN-1004737				770000	IT Development	17,269	-	
												Total Expenditures	200,565	-	-
R	Human Service Grants	Health	FND10100	CCN1060234	RC610313	PRG133990					610000	Federal Operating Grants	(503,000)	(503,000)	(503,000)
R	Human Service Grants	Health	FND10100	CCN1060201	RC610313	PRG134425					610000	Federal Operating Grants	1,100,000	1,100,000	1,100,000
												Total Revenues	597,000	597,000	597,000
E	General Fund	Health	FND10100	CCN1060234	SC702010	PRG133990					702000	Salaries Regular	-	(40,200)	(43,852)
E	General Fund	Health	FND10100	CCN1060234	SC722790	PRG133990					722000	Social Security	-	(359)	(413)
E	General Fund	Health	FND10100	CCN1060234	SC722770	PRG133990					722000	Retirement	-	(378)	(436)
E	General Fund	Health	FND10100	CCN1060234	SC722820	PRG133990					722000	Unemployment	-	(12)	(14)
E	General Fund	Health	FND10100	CCN1060234	SC722750	PRG133990					722000	Workers Compensation	-	(151)	(174)
E	General Fund	Non Departmental	FND10100	CCN9010101	SC788001	PRG112700				BFA20293	788001	Transfers Out	(30,383)	(32,182)	(34,748)
E	General Fund	Non Departmental	FND10100	CCN9090101	SC730359	PRG196030					730000	Contingency	424,384	136,400	123,103
E	General Fund	Health	FND10100	CCN1060201	SC702010	PRG134425					702000	Salaries Regular	31,149	97,681	102,004
E	General Fund	Health	FND10100	CCN1060201	SC722790	PRG134425					722000	Social Security	2,383	7,473	7,803
E	General Fund	Health	FND10100	CCN1060201	SC722770	PRG134425					722000	Retirement	7,205	22,594	23,593
E	General Fund	Health	FND10100	CCN1060201	SC722810	PRG134425					722000	Disability	467	1,465	1,530
E	General Fund	Health	FND10100	CCN1060201	SC722820	PRG134425					722000	Unemployment	16	49	51
E	General Fund	Health	FND10100	CCN1060201	SC722760	PRG134425					722000	Group Life	69	215	224
E	General Fund	Health	FND10100	CCN1060201	SC722750	PRG134425					722000	Workers Compensation	190	596	622
E	General Fund	Health	FND10100	CCN1060201	SC722780	PRG134425					722000	Hospitalization	15,370	15,370	15,370
E	General Fund	Health	FND10100	CCN1060201	SC722800	PRG134425					722000	Dental	844	844	844
E	General Fund	Health	FND10100	CCN1060201	SC722850	PRG134425					722000	Optical	36	36	36
E	General Fund	Health	FND10100	CCN1060201	SC702010	PRG134425					702000	Salaries Regular	29,067	91,178	95,234
E	General Fund	Health	FND10100	CCN1060201	SC722790	PRG134425					722000	Social Security	2,383	7,473	7,803
E	General Fund	Health	FND10100	CCN1060201	SC722770	PRG134425					722000	Retirement	7,205	22,594	23,593
E	General Fund	Health	FND10100	CCN1060201	SC722810	PRG134425					722000	Disability	467	1,465	1,530
E	General Fund	Health	FND10100	CCN1060201	SC722820	PRG134425					722000	Unemployment	16	49	51
E	General Fund	Health	FND10100	CCN1060201	SC722760	PRG134425					722000	Group Life	69	215	224
E	General Fund	Health	FND10100	CCN1060201	SC722750	PRG134425					722000	Workers Compensation	190	596	622
E	General Fund	Health	FND10100	CCN1060201	SC722780	PRG134425					722000	Hospitalization	15,370	15,370	15,370
E	General Fund	Health	FND10100	CCN1060201	SC722800	PRG134425					722000	Dental	844	844	844
E	General Fund	Health	FND10100	CCN1060201	SC722850	PRG134425					722000	Optical	36	36	36
E	General Fund	Health	FND10100	CCN1060201	SC702010	PRG134425					702000	Salaries Regular	16,519	51,802	54,094
E	General Fund	Health	FND10100	CCN1060201	SC722790	PRG134425					722000	Social Security	2,383	7,473	7,803
E	General Fund	Health	FND10100	CCN1060201	SC722770	PRG134425					722000	Retirement	7,205	22,594	23,593
E	General Fund	Health	FND10100	CCN1060201	SC722810	PRG134425					722000	Disability	467	1,465	1,530
E	General Fund	Health	FND10100	CCN1060201	SC722820	PRG134425					722000	Unemployment	16	49	51
E	General Fund	Health	FND10100	CCN1060201	SC722760	PRG134425					722000	Group Life	69	215	224
E	General Fund	Health	FND10100	CCN1060201	SC722750	PRG134425					722000	Workers Compensation	190	596	622
E	General Fund	Health	FND10100	CCN1060201	SC722780	PRG134425					722000	Hospitalization	15,370	15,370	15,370
E	General Fund	Health	FND10100	CCN1060201	SC722800	PRG134425					722000	Dental	844	844	844
E	General Fund	Health	FND10100	CCN1060201	SC722850	PRG134425					722000	Optical	36	36	36
E	General Fund	Health	FND10100	CCN1060201	SC702010	PRG134425					702000	Salaries Regular	35,575	112,632	116,216
E	General Fund	Health	FND10100	CCN1060201	SC722790	PRG134425					722000	Social Security	516	1,633	1,685
E	General Fund	Health	FND10100	CCN1060201	SC722770	PRG134425					722000	Retirement	544	1,723	1,778
E	General Fund	Health	FND10100	CCN1060201	SC722820	PRG134425					722000	Unemployment	18	56	58
E	General Fund	Health	FND10100	CCN1060201	SC722750	PRG134425					722000	Workers Compensation	217	687	709

E	General Fund	Health	FND10100	CCN1060201	SC702010	PRG134425			702000	Salaries Regular	8,359	26,465	27,307
E	General Fund	Health	FND10100	CCN1060201	SC722790	PRG134425			722000	Social Security	516	1,633	1,685
E	General Fund	Health	FND10100	CCN1060201	SC722770	PRG134425			722000	Retirement	544	1,723	1,778
E	General Fund	Health	FND10100	CCN1060201	SC722820	PRG134425			722000	Unemployment	18	56	58
E	General Fund	Health	FND10100	CCN1060201	SC722750	PRG134425			722000	Workers Compensation	217	687	709
										Total Expenditures	597,000	597,000	597,000
R	Child Care Fund	Non Departmental	FND20293	CCN9010101	RC615359	PRG112700			610000	Child Care Subsidy	(30,383)	(32,183)	(34,749)
R	Child Care Fund	Non Departmental	FND20293	CCN9010101	RC695500	PRG112700		BFA10100	695500	Transfer In	(30,383)	(32,182)	(34,748)
										Total Revenues	(60,766)	(64,365)	(69,497)
E	Child Care Fund	Health	FND20293	CCN1060505	SC702010	PRG112100			702000	Salaries Regular	(22,724)	(24,725)	(28,481)
E	Child Care Fund	Health	FND20293	CCN1060505	SC722790	PRG112100			722000	Social Security	(329)	(359)	(413)
E	Child Care Fund	Health	FND20293	CCN1060505	SC722770	PRG112100			722000	Retirement	(348)	(378)	(436)
E	Child Care Fund	Health	FND20293	CCN1060505	SC722820	PRG112100			722000	Unemployment	(11)	(12)	(14)
E	Child Care Fund	Health	FND20293	CCN1060505	SC722750	PRG112100			722000	Workers Compensation	(139)	(151)	(174)
E	Child Care Fund	Health	FND20293	CCN1060505	SC702010	PRG112100			702000	Salaries Regular	(36,388)	(37,840)	(38,942)
E	Child Care Fund	Health	FND20293	CCN1060505	SC722790	PRG112100			722000	Social Security	(329)	(359)	(413)
E	Child Care Fund	Health	FND20293	CCN1060505	SC722770	PRG112100			722000	Retirement	(348)	(378)	(436)
E	Child Care Fund	Health	FND20293	CCN1060505	SC722820	PRG112100			722000	Unemployment	(11)	(12)	(14)
E	Child Care Fund	Health	FND20293	CCN1060505	SC722750	PRG112100			722000	Workers Compensation	(139)	(151)	(174)
										Total Expenditures	(60,766)	(64,365)	(69,497)
R	Human Service Grants	Health	FND11007	CCN1060101	RC615571	PRG133170	GRN-1004819		615000	State Operating Grants	13,057	41,338	42,654
										Total Revenues	13,057	41,338	42,654
E	Human Service Grants	Health	FND11007	CCN1060101	SC702010	PRG133170	GRN-1004819		702000	Salaries Regular	11,762	37,239	38,424
E	Human Service Grants	Health	FND11007	CCN1060101	SC722790	PRG133170	GRN-1004819		722000	Social Security	516	1,633	1,685
E	Human Service Grants	Health	FND11007	CCN1060101	SC722770	PRG133170	GRN-1004819		722000	Retirement	544	1,723	1,778
E	Human Service Grants	Health	FND11007	CCN1060101	SC722750	PRG133170	GRN-1004819		722000	Workers Compensation	18	56	58
E	Human Service Grants	Health	FND11007	CCN1060101	SC722790	PRG133170	GRN-1004819		722000	Social Security	217	687	709
										Total Expenditures	13,057	41,338	42,654

GRANT REVIEW SIGN-OFF – Health & Human Services/Health

GRANT NAME: FY2026 Local Health Department (Comprehensive) Agreement AWD00692
FUNDING AGENCY: Michigan Department of Health & Human Services (MDHHS)
DEPARTMENT CONTACT PERSON: Stacey Sledge 248-452-2151
STATUS: Amendment #4 (create/delete positions)
DATE: 06/08/2026

Original grant contract authorized by Resolution#2025-5775

Please be advised that the captioned grant materials have completed the internal grant review. Below are the comments returned.

The Board of Commissioners' liaison committee resolution and grant pre-acceptance package (which should include this sign-off and the grant agreement/contract with related documentation) should be downloaded into Civic Clerk to be placed on the next agenda(s) of the appropriate Board of Commissioners' committee(s) for grant acceptance by Board resolution.

DEPARTMENT REVIEW

Approved	06/01/2026 10:13:08 AM		Diana McBroom (40948)	1	
Approved	06/01/2026 10:20:55 AM		Hailey Matthews (28332) (Grant Review Departments)	1	Hailey Matthews: Approved by Human Resources. Creates six postions with an in-kind match and deletes three positions. HR action is needed.
Approved	06/01/2026 12:53:17 PM		Robert Erlenbeck (27643) (Grant Review Departments)	1	Robert Erlenbeck: No County insurance requirements.
Approvers Added	06/02/2026 08:02:01 AM		Kate Alexander (29532) (Grant Review Departments)	1	Kate Alexander: CC Assigned Attorney: Heather Lewis; CC File #2026-0806
Approved	06/02/2026 08:02:01 AM		Kate Alexander (29532) (Grant Review Departments)	1	
Approved	06/05/2026 11:53:29 AM		Shannon Lee (29084) (Grant Review Departments)	1	Shannon Lee: Approved based on Sch A emailed
Approved	06/08/2026 09:34:17 AM		Heather Lewis (28550)	1	

Contract #: 20260430-03

Amendment Number: 4 to the

Between

Michigan Department of Health and Human Services

and

County of Oakland

hereinafter referred to as the "Local Governing Entity"

on Behalf of Health Department

Oakland County Department of Health and Human Services/ Health Division

AMENDMENT PURPOSE AND JUSTIFICATION

1. The purpose of this amendment is to:

1. Add/revise information in Attachment I - Annual Budget Instructions;

2. Add/revise information in Attachment III - Program Specific Assurance and Requirements; and

3. Incorporate Attachment IV- Funding/Reimbursement Matrix as revised for the Essential Local Public Health Service (ELPHS) and categorical budget details, output measures and performance criteria.

4. Increase the Department's agreement amount from $15,662,418 to $15,862,983, as shown on the Attachment B budget pages.

2. Amendment Revisions:

The following are the additions/revisions to Attachment I and III

A) The following projects include additions/revisions as highlighted in Attachment I - Annual Budget Instructions:

No Change

B) The following projects include additions/revisions in Attachment III - Program Specific Assurance and Requirements:

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NEW:

MIHP Staffing Cost Assistance

REPLACED IN FULL:

Fetal Infant Mortality Review (FIMR) Case Abstraction

Local Public Health Nursing Case Management Expansion

MDHHS Essential Local Public Health Services (ELPHS)

STI Prepaid Testing

C) The following projects include additions/revisions as highlighted in Attachment IV
Notes:

No Change

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Following are adjustments to funding levels of the Local Health Department agreement as reflected in Attachment IV:

Budget line item changes are reflected in the attached budgets for the following elements:

Project Title	Current Amount	Amended Amount	New Project Amount
Public Health Infrastructure	122,738	200,565	323,303
Total Comprehensive Funding	122,738	200,565	323,303

Performance Level Adjustments

N/A

Budget category Adjustments

Contract #	Project Title
E20263317-00	Medicaid Outreach
E20264871-00	STI Prepaid Testing

It is understood and agreed that all other conditions of the original agreement remains the same.

3. Signing this amendment

The individual or officer signing this amendment certifies by their signature that they are authorized to sign this amendment on behalf of the responsible governing board official or agency.

Signature Section

For Oakland County Department of Health and Human Services/ Health Division

Leigh_Anne Stafford	Director	04/01/2026
Name	Title	Date

For the Michigan Department of Health and Human Services

Terri Smith	03/31/2026
Terri Smith, Director Bureau of Grants and Purchasing	Date

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Attachments

Attachment I - Instructions for the Annual Budget

Attachment III - Program Specific Assurances and Requirements

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MICHIGAN DEPARTMENT OF HEALTH AND HUMAN SERVICES
ATTACHMENT IV - Local Health Department - 2026
CONTRACT MANAGEMENT SECTION
Oakland County Department of Health and Human Services/ Health Division

Program Element/Funding Source (a)	MDHHS Source	Fed/St	Funding Amount	Reimbursement Method (b)	Performance Target Output Measurement	Total (c) Perform Expect	State (d) Funded Target Perform	State Funded Minimum Performance Number (e)	State Funded Minimum Percent (e)	Contractor / Subrecepient (f)
Adolescent STI Screening	Reg. Alloc.	F	73,000	Actual Cost Reimbursement	N/A	N/A	N/A	N/A	N/A	Subrecepient
Body Art Fixed Fee	Calc. Amt.	S	0	Fixed Unit Rate (2)	N/A	N/A	N/A	N/A	N/A	Recepient
Children's Special Hlth Care Services (CSHCS) Care Coordination	Calc. Amt.	S	0	Fixed Unit Rate (1), (7)	N/A	N/A	N/A	N/A	N/A	Subrecepient
Children's Special Hlth Care Services (CSHCS) Outreach & Advocacy	Reg. Alloc.	S	359,174	Actual Cost Reimbursement	N/A	N/A	N/A	N/A	N/A	Subrecepient
Combating Antimicrobial Resistant Gonorrhea and Other STIs	Reg. Alloc.	S	166,906	Actual Cost Reimbursement	N/A	N/A	N/A	N/A	N/A	Recepient
CSHCS Medicaid Elevated Blood Lead Case Mgmt	Calc. Amt.	S	0	Fixed Unit Rate (2)	N/A	N/A	N/A	N/A	N/A	Subrecepient
CSHCS Medicaid Outreach	Calc. Amt.	S	0	Staffing (6)	N/A	N/A	N/A	N/A	N/A	Subrecepient
Disease Intervention Specialist Workforce	Reg. Alloc.	F	41,667	Actual Cost Reimbursement	N/A	N/A	N/A	N/A	N/A	Subrecepient
Eastern Equine Encephalitis Virus Surveillance Project	Reg. Alloc.	F	15,000	Actual Cost Reimbursement	N/A	N/A	N/A	N/A	N/A	Subrecepient
EGLE Drinking Water and Onsite Wastewater Management	Reg. Alloc.	S	985,042	ELPHS (3), (6)	N/A	N/A	N/A	N/A	N/A	Recepient
Emerging Threats - Hepatitis C	Reg. Alloc.	S	191,000	Actual Cost Reimbursement	N/A	N/A	N/A	N/A	N/A	Recepient
Fetal Infant Mortality Review (FIMR) Case Abstraction	Calc. Amt.	S	0	Fixed Unit Rate (2)	N/A	N/A	N/A	N/A	N/A	Subrecepient
FIMR Interviews	Calc. Amt.	S	0	Fixed Unit Rate (2), (11)	N/A	N/A	N/A	N/A	N/A	Subrecepient
Food ELPHS	Reg. Alloc.	S	2,180,647	ELPHS (3), (4)	N/A	N/A	N/A	N/A	N/A	Recepient
Harm Reduction Supply Support	Reg. Alloc.	S	47,500	Actual Cost Reimbursement	N/A	N/A	N/A	N/A	N/A	Recepient
Harm Reduction Support Match	Reg. Alloc.	F	328,500	Actual Cost Reimbursement	N/A	N/A	N/A	N/A	N/A	Subrecepient
Hearing ELPHS	Reg. Alloc.	L	408,063	ELPHS (3), (6)	N/A	N/A	N/A	N/A	N/A	Recepient

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MICHIGAN DEPARTMENT OF HEALTH AND HUMAN SERVICES
ATTACHMENT IV - Local Health Department - 2026
CONTRACT MANAGEMENT SECTION
Oakland County Department of Health and Human Services/ Health Division

Program Element/Funding Source (a)	MDHHS Source	Fed/St	Funding Amount	Reimbursement Method (b)	Performance Target Output Measurement	Total (c) Perform Expect	State (d) Funded Target Perform	State Funded Minimum Performance Number (e)	State Funded Minimum Percent (e)	Contractor / Subrecepient (f)
HIV PrEP Clinic	Reg. Alloc.	F	505,841	Actual Cost Reimbursement	N/A	N/A	N/A	N/A	N/A	Subrecepient
HIV Prevention	Reg. Alloc.	F	425,000	Actual Cost Reimbursement	N/A	N/A	N/A	N/A	N/A	Subrecepient
Immunization Action Plan (IAP)	Reg. Alloc.	F	526,990	Actual Cost Reimbursement	N/A	N/A	N/A	N/A	N/A	Subrecepient
Immunization Fixed Fees	Calc. Amt.	S	0	Fixed Unit Rate (2), (7)	N/A	N/A	N/A	N/A	N/A	Subrecepient
Immunization Vaccine Quality Assurance	Reg. Alloc.	S	105,347	Actual Cost Reimbursement	N/A	N/A	N/A	N/A	N/A	Recepient
Infant Safe Sleep	Reg. Alloc.	F	70,000	Actual Cost Reimbursement	N/A	N/A	N/A	N/A	N/A	Subrecepient
Laboratory Services Bio	Reg. Alloc.	F	1,500	Actual Cost Reimbursement	N/A	N/A	N/A	N/A	N/A	Subrecepient
Lead Education and Faucet Replacement	Reg. Alloc.	S	103,636	Actual Cost Reimbursement	N/A	N/A	N/A	N/A	N/A	Recepient
Local Health Department (LHD) Sharing Support	Reg. Alloc.	S	70,000	Actual Cost Reimbursement	N/A	N/A	N/A	N/A	N/A	Subrecepient
MCH - All Other	Reg. Alloc.	S	0	Local MCH (3), (6)	N/A	N/A	N/A	N/A	N/A	Subrecepient
MCH - All Other	Local MCH	S	251,758	Local MCH (3), (6)	N/A	N/A	N/A	N/A	N/A	Subrecepient
MCH - Children	Reg. Alloc.	S	0	Local MCH (3), (6)	N/A	N/A	N/A	N/A	N/A	Subrecepient
MCH - Children	Local MCH	S	69,699	Local MCH (3), (6)	N/A	N/A	N/A	N/A	N/A	Subrecepient
MDHHS-Essential Local Public Health Services (ELPHS)	Reg. Alloc.	S	3,265,697	ELPHS (3),(6)	N/A	N/A	N/A	N/A	N/A	Recepient
Medicaid Outreach	Reg. Alloc.	F	0	Reimbursement-Medicaid	N/A	N/A	N/A	N/A	N/A	Subrecepient
Nurse Family Partnership Services	Reg. Alloc.	F	1,144,080	Actual Cost Reimbursement	N/A	N/A	N/A	N/A	N/A	Subrecepient
Oral Health- Kindergarten Assessment	Reg. Alloc.	S	179,979	Actual Cost Reimbursement	N/A	N/A	N/A	N/A	N/A	Recepient
Public Health Emergency Preparedness (PHEP) 10/1 - 6/30	Reg. Alloc.	F	223,526	Actual Cost Reimbursement	N/A	N/A	N/A	N/A	N/A	Subrecepient

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MICHIGAN DEPARTMENT OF HEALTH AND HUMAN SERVICES
ATTACHMENT IV - Local Health Department - 2026
CONTRACT MANAGEMENT SECTION
Oakland County Department of Health and Human Services/ Health Division

Program Element/Funding Source (a)	MDHHS Source	Fed/St	Funding Amount	Reimbursement Method (b)	Performance Target Output Measurement	Total (c) Perform Expect	State (d) Funded Target Perform	State Funded Minimum Performance Number (e)	State Funded Minimum Percent (e)	Contractor / Subrecepient (f)
Public Health Emergency Preparedness (PHEP) CRI 10/1 - 6/30	Reg. Alloc.	F	324,250	Actual Cost Reimbursement	N/A	N/A	N/A	N/A	N/A	Subrecepient
Public Health Infrastructure	Reg. Alloc.	F	122,738	Actual Cost Reimbursement	N/A	N/A	N/A	N/A	N/A	Subrecepient
Regional Health Advisory Councils	Reg. Alloc.	S	55,000	Actual Cost Reimbursement	N/A	N/A	N/A	N/A	N/A	Subrecepient
Sexually Transmitted Infection (STI) Control	Reg. Alloc.	F	70,265	Actual Cost Reimbursement	N/A	N/A	N/A	N/A	N/A	Subrecepient
Statewide Lead Case Management - Fixed Fee	Calc. Amt.	S	0	Fixed Unit Rate (7), (11)	N/A	N/A	N/A	N/A	N/A	Recepient
STI Prepaid Testing	Reg. Alloc.	S	25,000	Actual Cost Reimbursement	N/A	N/A	N/A	N/A	N/A	Recepient
Tuberculosis (TB) Control	Reg. Alloc.	F	13,061	Actual Cost Reimbursement	N/A	N/A	N/A	N/A	N/A	Subrecepient
Vector-Borne Surveillance & Prevention	Reg. Alloc.	S	11,000	Actual Cost Reimbursement	N/A	N/A	N/A	N/A	N/A	Recepient
Vision ELPHS	Reg. Alloc.	L	408,063	ELPHS (3), (6)	N/A	N/A	N/A	N/A	N/A	Recepient
West Nile Virus Community Surveillance	Reg. Alloc.	F	10,000	Actual Cost Reimbursement	N/A	N/A	N/A	N/A	N/A	Subrecepient
WIC Breastfeeding	Reg. Alloc.	F	267,619	Actual Cost Reimbursement	N/A	N/A	N/A	N/A	N/A	Subrecepient
WIC Resident Services	Reg. Alloc.	F	2,615,870	Actual Cost Reimbursement	N/A	N/A	N/A	N/A	N/A	Subrecepient

TOTAL MDHHS FUNDING **15,662,418**

***SPECIFIC OUTPUT PERFORMANCE MEASURES WILL BE INCORPORATED VIA AMENDMENT**

Attachment IV Notes

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Project Budgets

1 Program Budget Summary

PROGRAM / PROJECT Local Health Department - 2026 / Medicaid Outreach			**DATE PREPARED** 4/28/2026	
CONTRACTOR NAME Oakland County Department of Health and Human Services/ Health Division			**BUDGET PERIOD** From : 10/1/2025 To : 9/30/2026	
MAILING ADDRESS (Number and Street) 1200 N. Telegraph Rd. 34 East			**BUDGET AGREEMENT** ☐ Original ☑ Amendment	**AMENDMENT #** 4
CITY Pontiac	**STATE** MI	**ZIP CODE** 48341-1032	**FEDERAL ID NUMBER** 38-6004876	

	Category	Total	Amount
DIRECT EXPENSES			
Program Expenses			
1	Salary & Wages	534,375.00	534,375.00
2	Fringe Benefits	299,250.00	299,250.00
3	Cap. Exp. for Equip & Fac.	0.00	0.00
4	Contractual	0.00	0.00
5	Supplies and Materials	0.00	0.00
6	Travel	0.00	0.00
7	Communication	0.00	0.00
8	County-City Central Services	0.00	0.00
9	Space Costs	0.00	0.00
10	All Others (ADP, Con. Employees, Misc.)	0.00	0.00
Total Program Expenses		833,625.00	833,625.00
TOTAL DIRECT EXPENSES		833,625.00	833,625.00
INDIRECT EXPENSES			
Indirect Costs			
1	Indirect Costs	0.00	0.00
2	Cost Allocation Plan / Other	201,940.00	201,940.00
Total Indirect Costs		201,940.00	201,940.00
TOTAL INDIRECT EXPENSES		201,940.00	201,940.00
TOTAL EXPENDITURES		**1,035,565.00**	**1,035,565.00**

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2 Program Budget - Source of Funds

SOURCE OF FUNDS

	Category	Total	Amount	Cash	Inkind
1	**Source of Funds**				
	Fees and Collections - 1st and 2nd Party	0.00	0.00	0.00	0.00
	Fees and Collections - 3rd Party	0.00	0.00	0.00	0.00
	Federal or State (Non MDHHS)	0.00	0.00	0.00	0.00
	Federal Cost Based Reimbursement	0.00	0.00	0.00	0.00
	Federally Provided Vaccines	0.00	0.00	0.00	0.00
	Federal Medicaid Outreach	434,420.00	434,420.00	0.00	0.00
	Required Match - Local	434,420.00	0.00	434,420.00	0.00
	Local Non-ELPHS	0.00	0.00	0.00	0.00
	Local Non-ELPHS	0.00	0.00	0.00	0.00
	Local Non-ELPHS	0.00	0.00	0.00	0.00
	Other Non-ELPHS	0.00	0.00	0.00	0.00
	MDHHS Non Comprehensive	0.00	0.00	0.00	0.00
	MDHHS Comprehensive	0.00	0.00	0.00	0.00
	MCH Funding	0.00	0.00	0.00	0.00
	Local Funds - Other	166,725.00	0.00	166,725.00	0.00
	Inkind Match	0.00	0.00	0.00	0.00
	MDHHS Fixed Unit Rate				
	Totals	1,035,565.00	434,420.00	601,145.00	0.00

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3 Program Budget - Cost Detail

	Line Item	Qty	Rate	Units	UOM	Total
DIRECT EXPENSES						
Program Expenses						
1	**Salary & Wages**					
	Multiple positons Notes : Amount determined based on time studies.	1.0000	534375.000	0.000	FTE	534,375.00
2	**Fringe Benefits**					
	Composite Rate Notes : FICA UNEMPLOY RETIREMENT HOSPITAL LIFE INSURANCE VISION DENTAL WORKERS COMP SHORT/LONG TERM DISABILITY	0.0000	56.000	534375.000		299,250.00
3	**Cap. Exp. for Equip & Fac.**					
4	**Contractual**					
5	**Supplies and Materials**					
6	**Travel**					
7	**Communication**					
8	**County-City Central Services**					
9	**Space Costs**					
10	**All Others (ADP, Con. Employees, Misc.)**					
Total Program Expenses						833,625.00
TOTAL DIRECT EXPENSES						833,625.00
INDIRECT EXPENSES						
Indirect Costs						
1	**Indirect Costs**					
2	**Cost Allocation Plan / Other**					
	Cost Allocation Plan Notes : 6.59%	0.0000	0.000	0.000		201,940.00

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	Line Item	Qty	Rate	Units	UOM	Total
	ICR 20%					
Total Indirect Costs						201,940.00
TOTAL INDIRECT EXPENSES						201,940.00
TOTAL EXPENDITURES						**1,035,565.00**

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1 Program Budget Summary

PROGRAM / PROJECT Local Health Department - 2026 / Public Health Infrastructure			**DATE PREPARED** 4/28/2026
CONTRACTOR NAME Oakland County Department of Health and Human Services/ Health Division			**BUDGET PERIOD** From : 10/1/2025 To : 9/30/2026
MAILING ADDRESS (Number and Street) 1200 N. Telegraph Rd. 34 East			**BUDGET AGREEMENT** ☐ Original ☑ Amendment **AMENDMENT #** 4
CITY Pontiac	**STATE** MI	**ZIP CODE** 48341-1032	**FEDERAL ID NUMBER** 38-6004876

	Category	Total	Amount
DIRECT EXPENSES			
Program Expenses			
1	Salary & Wages	54,746.00	54,746.00
2	Fringe Benefits	29,015.00	29,015.00
3	Cap. Exp. for Equip & Fac.	0.00	0.00
4	Contractual	0.00	0.00
5	Supplies and Materials	7,799.00	7,799.00
6	Travel	201.00	201.00
7	Communication	540.00	540.00
8	County-City Central Services	0.00	0.00
9	Space Costs	0.00	0.00
10	All Others (ADP, Con. Employees, Misc.)	26,829.00	26,829.00
Total Program Expenses		119,130.00	119,130.00
TOTAL DIRECT EXPENSES		119,130.00	119,130.00
INDIRECT EXPENSES			
Indirect Costs			
1	Indirect Costs	0.00	0.00
2	Cost Allocation Plan / Other	20,360.00	20,360.00
Total Indirect Costs		20,360.00	20,360.00
TOTAL INDIRECT EXPENSES		20,360.00	20,360.00
TOTAL EXPENDITURES		**139,490.00**	**139,490.00**

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2 Program Budget - Source of Funds

SOURCE OF FUNDS

	Category	Total	Amount	Cash	Inkind
1	**Source of Funds**				
	Fees and Collections - 1st and 2nd Party	0.00	0.00	0.00	0.00
	Fees and Collections - 3rd Party	0.00	0.00	0.00	0.00
	Federal or State (Non MDHHS)	0.00	0.00	0.00	0.00
	Federal Cost Based Reimbursement	0.00	0.00	0.00	0.00
	Federally Provided Vaccines	0.00	0.00	0.00	0.00
	Federal Medicaid Outreach	0.00	0.00	0.00	0.00
	Required Match - Local	0.00	0.00	0.00	0.00
	Local Non-ELPHS	0.00	0.00	0.00	0.00
	Local Non-ELPHS	0.00	0.00	0.00	0.00
	Local Non-ELPHS	0.00	0.00	0.00	0.00
	Other Non-ELPHS	0.00	0.00	0.00	0.00
	MDHHS Non Comprehensive	0.00	0.00	0.00	0.00
	MDHHS Comprehensive	122,738.00	122,738.00	0.00	0.00
	MCH Funding	0.00	0.00	0.00	0.00
	Local Funds - Other	16,752.00	0.00	16,752.00	0.00
	Inkind Match	0.00	0.00	0.00	0.00
	MDHHS Fixed Unit Rate				
	Totals	139,490.00	122,738.00	16,752.00	0.00

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3 Program Budget - Cost Detail

	Line Item	Qty	Rate	Units	UOM	Total
DIRECT EXPENSES						
Program Expenses						
1	**Salary & Wages**					
	Community Health Worker Notes : P00016945 - Community Health Worker	1.0000	54746.000	0.000	FTE	54,746.00
2	**Fringe Benefits**					
	Composite Rate Notes : FICA UNEMPLOYMENT INS RETIREMENT HOSPITAL INS LIFE INS VISION INS DENTAL INS WORK COMP SHORT AND LONG TERM DISABILITY	0.0000	53.000	54746.000		29,015.00
3	**Cap. Exp. for Equip & Fac.**					
4	**Contractual**					
5	**Supplies and Materials**					
	Office Supplies	0.0000	0.000	0.000		2,799.00
	Incentives	0.0000	0.000	0.000		5,000.00
Total for Supplies and Materials						7,799.00
6	**Travel**					
	Mileage Notes : 287 miles @ 0.70 per mile	0.0000	0.000	0.000		201.00
7	**Communication**					
	Telephone	0.0000	0.000	0.000		540.00
8	**County-City Central Services**					
9	**Space Costs**					
10	**All Others (ADP, Con. Employees, Misc.)**					
	IT Operations	0.0000	0.000	0.000		21,530.00

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	Line Item	Qty	Rate	Units	UOM	Total
	Insurance	0.0000	0.000	0.000		1,299.00
	Interpretation Fees	0.0000	0.000	0.000		2,000.00
	Training	0.0000	0.000	0.000		2,000.00
Total for All Others (ADP, Con. Employees, Misc.)						26,829.00
Total Program Expenses						119,130.00
TOTAL DIRECT EXPENSES						119,130.00
INDIRECT EXPENSES						
Indirect Costs						
1	**Indirect Costs**					
2	**Cost Allocation Plan / Other**					
	Cost Allocation Plan Notes : 6.59% ICR 20%	0.0000	0.000	0.000		20,360.00
Total Indirect Costs						20,360.00
TOTAL INDIRECT EXPENSES						20,360.00
TOTAL EXPENDITURES						**139,490.00**

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1 Program Budget Summary

PROGRAM / PROJECT Local Health Department - 2026 / STI Prepaid Testing			**DATE PREPARED** 4/28/2026
CONTRACTOR NAME Oakland County Department of Health and Human Services/ Health Division			**BUDGET PERIOD** From : 10/1/2025 To : 9/30/2026
MAILING ADDRESS (Number and Street) 1200 N. Telegraph Rd. 34 East			**BUDGET AGREEMENT** ☐ Original ☑ Amendment **AMENDMENT #** 4
CITY Pontiac	**STATE** MI	**ZIP CODE** 48341-1032	**FEDERAL ID NUMBER** 38-6004876

	Category	Total	Amount
DIRECT EXPENSES			
Program Expenses			
1	Salary & Wages	0.00	0.00
2	Fringe Benefits	0.00	0.00
3	Cap. Exp. for Equip & Fac.	0.00	0.00
4	Contractual	0.00	0.00
5	Supplies and Materials	25,000.00	25,000.00
6	Travel	0.00	0.00
7	Communication	0.00	0.00
8	County-City Central Services	0.00	0.00
9	Space Costs	0.00	0.00
10	All Others (ADP, Con. Employees, Misc.)	0.00	0.00
Total Program Expenses		25,000.00	25,000.00
TOTAL DIRECT EXPENSES		25,000.00	25,000.00
INDIRECT EXPENSES			
Indirect Costs			
1	Indirect Costs	0.00	0.00
2	Cost Allocation Plan / Other	0.00	0.00
Total Indirect Costs		0.00	0.00
TOTAL INDIRECT EXPENSES		0.00	0.00
TOTAL EXPENDITURES		**25,000.00**	**25,000.00**

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2 Program Budget - Source of Funds

SOURCE OF FUNDS

	Category	Total	Amount	Cash	Inkind
1	**Source of Funds**				
	Fees and Collections - 1st and 2nd Party	0.00	0.00	0.00	0.00
	Fees and Collections - 3rd Party	0.00	0.00	0.00	0.00
	Federal or State (Non MDHHS)	0.00	0.00	0.00	0.00
	Federal Cost Based Reimbursement	0.00	0.00	0.00	0.00
	Federally Provided Vaccines	0.00	0.00	0.00	0.00
	Federal Medicaid Outreach	0.00	0.00	0.00	0.00
	Required Match - Local	0.00	0.00	0.00	0.00
	Local Non-ELPHS	0.00	0.00	0.00	0.00
	Local Non-ELPHS	0.00	0.00	0.00	0.00
	Local Non-ELPHS	0.00	0.00	0.00	0.00
	Other Non-ELPHS	0.00	0.00	0.00	0.00
	MDHHS Non Comprehensive	0.00	0.00	0.00	0.00
	MDHHS Comprehensive	25,000.00	25,000.00	0.00	0.00
	MCH Funding	0.00	0.00	0.00	0.00
	Local Funds - Other	0.00	0.00	0.00	0.00
	Inkind Match	0.00	0.00	0.00	0.00
	MDHHS Fixed Unit Rate				
	Totals	25,000.00	25,000.00	0.00	0.00

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3 Program Budget - Cost Detail

	Line Item	Qty	Rate	Units	UOM	Total
DIRECT EXPENSES						
Program Expenses						
1	**Salary & Wages**					
2	**Fringe Benefits**					
3	**Cap. Exp. for Equip & Fac.**					
4	**Contractual**					
5	**Supplies and Materials**					
	Materials and Supplies	0.0000	0.000	0.000		25,000.00
6	**Travel**					
7	**Communication**					
8	**County-City Central Services**					
9	**Space Costs**					
10	**All Others (ADP, Con. Employees, Misc.)**					
Total Program Expenses						25,000.00
TOTAL DIRECT EXPENSES						25,000.00
INDIRECT EXPENSES						
Indirect Costs						
1	**Indirect Costs**					
2	**Cost Allocation Plan / Other**					
Total Indirect Costs						0.00
TOTAL INDIRECT EXPENSES						0.00
TOTAL EXPENDITURES						**25,000.00**

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Summary of Budget

PROGRAM / PROJECT Local Health Department - 2026 / Local Health Department - 2026			**DATE PREPARED** 4/28/2026
CONTRACTOR NAME Oakland County Department of Health and Human Services/ Health Division			**BUDGET PERIOD** From : 10/1/2025 To : 9/30/2026
MAILING ADDRESS (Number and Street) 1200 N. Telegraph Rd. 34 East			**BUDGET AGREEMENT** ☐ Original ☑ Amendment **AMENDMENT #** 4
CITY Pontiac	**STATE** MI	**ZIP CODE** 48341-1032	**FEDERAL ID NUMBER** 38-6004876

	Category	Total	Amount
DIRECT EXPENSES			
Program Expenses			
1	Salary & Wages	25,805,703.00	25,805,703.00
2	Fringe Benefits	13,183,439.00	13,183,439.00
3	Cap. Exp. for Equip & Fac.	30,000.00	30,000.00
4	Contractual	772,259.00	772,259.00
5	Supplies and Materials	2,710,041.00	2,710,041.00
6	Travel	484,457.00	484,457.00
7	Communication	276,897.00	276,897.00
8	Space Costs	2,172,364.00	2,172,364.00
9	All Others (ADP, Con. Employees, Misc.)	3,231,518.00	3,231,518.00
Total Program Expenses		48,666,678.00	48,666,678.00
TOTAL DIRECT EXPENSES		48,666,678.00	48,666,678.00
INDIRECT EXPENSES			
Indirect Costs			
1	Indirect Costs	997,702.00	997,702.00
2	Cost Allocation Plan / Other	2,292,615.00	2,292,615.00
Total Indirect Costs		3,290,317.00	3,290,317.00
TOTAL INDIRECT EXPENSES		3,290,317.00	3,290,317.00
TOTAL EXPENDITURES		**51,956,995.00**	**51,956,995.00**

SOURCE OF FUNDS

	Category	Total	Amount	Cash	Inkind
1	Fees and Collections - 1st and 2nd Party	5,217,793.00	0.00	5,217,793.00	0.00

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2	Fees and Collections - 3rd Party	241,000.00	0.00	241,000.00	0.00
3	Federal or State (Non MDHHS)	0.00	0.00	0.00	0.00
4	Federal or State (Non MDHHS)	3,165,689.00	0.00	3,165,689.00	0.00
5	Federal Cost Based Reimbursement	0.00	0.00	0.00	0.00
6	Federally Provided Vaccines	1,442,644.00	0.00	1,442,644.00	0.00
7	Federal Medicaid Outreach	517,927.00	517,927.00	0.00	0.00
8	Required Match - Local	572,705.00	0.00	572,705.00	0.00
9	Local Non-ELPHS	0.00	0.00	0.00	0.00
10	Local Non-ELPHS	0.00	0.00	0.00	0.00
11	Local Non-ELPHS	0.00	0.00	0.00	0.00
12	Other Non-ELPHS	0.00	0.00	0.00	0.00
13	MDHHS Non Comprehensive	0.00	0.00	0.00	0.00
14	MDHHS Comprehensive	15,340,961.00	15,340,961.00	0.00	0.00
15	MCH Funding	321,457.00	321,457.00	0.00	0.00
16	Local Funds - Other	24,758,173.00	0.00	24,758,173.00	0.00
17	Inkind Match	0.00	0.00	0.00	0.00
18	MDHHS Fixed Unit Rate	378,646.00	378,646.00	0.00	0.00
	TOTAL	**51,956,995.00**	**16,558,991.00**	**35,398,004.00**	**0.00**

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FOOTNOTES: FY 2025/2026

a) Refer to Plan and Budget Framework for element definitions.

b) Refer to master comprehensive agreement and program and budget instructions package for further explanation of applicability of these reimbursement methods.

c) Negotiated starting from the average of the past two complete years' actual number where available.

d) Calculated by multiplying the "Total Performance Expectation" column by the ratio of the elements total State funding (DCH 0410, Line 24) to "Total Expenditures" DCH 0410, Line 17). Prior to calculation, adjustments will be made for unallowable cost, equipment funded by local funds and MDHHS reimbursement not performance based (I.E., fixed unit rate, staffing).

e) Calculated by multiplying the "State Funded Element Target Performance" column by the "Percent" column.

f) Refer to master comprehensive agreement and budget instructions package for further explanation regarding these designations.

1. CSHCS Care Coordination

A. Case Management

1. Maximum of six (6) services per year
2. Reimbursement - $221.74 per service provided face-to-face in the home setting.

2. CARE COORDINATION

A. LEVEL I PLAN OF CARE

1. Annual Plan of Care in the home or home-like setting that requires the Care Coordinator to travel to a non-LHD site - $165
2. Annual Plan of Care over the telephone -$110

B. LEVEL II CARE COORDINATION

1. Level II Care Coordination is reimbursed at $33.00 per unit
2. A maximum of 15 units per beneficiary per eligibility year will be reimbursed.

(2) Reimbursement Chart for Fixed Rates

Body Art	**Calendar Year 2025** $328.49 / appl. annual license prior to July 1 $164.25 / appl. annual license after July 1 $147.81 / appl. temporary license $328.49 / appl. renewal prior to December 1 $492.74 / appl. renewal after December 1 $32.84 / duplicate license
CSHCS-Medicaid Elevated Blood Lead Case Management	$221.74 per home visit, for up to 6 home visits
Fetal Infant Mortality Review (FIMR) Case Abstractions	$270.00 per case, not to exceed the maximum set for each Grantee
Fetal Infant Mortality Review (FIMR) Interviews	$125 for each family support visit. A maximum of six (6) visits per infant death is reimbursable
Informed Consent	$50 per patient served, for each patient that expressly states that they are seeking a pregnancy test or confirmation of a pregnancy for the purpose of obtaining an abortion and is provided the services.
Vaccines for Children (VFC) Enrollment Site Visit	$175
Vaccines for Children (VFC) Site Visit	$175
Adult Vaccine Program (AVP) Site Visit	$175
Unannounced Storage & Handling Site Visit	$100
Birthing Hospital Site Visit	$350
Immunization Quality Improvement Provider (IQIP) Site Visit	$200
IQIP 12-month Follow-Up Complete	$100
Nurse Education Regular Session	$200
Statewide Lead Case Management	$221.74 per home visit. A maximum of six (6) visits per home. $110 per community health worker visit, A maximum of 2.

(3) Allocation to be reflected in individual programs during budgeting process.

(4) Funding Source (not a single element). Hearing and Vision are single elements.

(5) Subject to Statewide Maintenance of Effort requirement for Title X.

(6) State funding is first source (after fees and other earmarked sources).

(7) Fixed unit rate subject to actual costs.

(8) The performance reimbursement target will be the base target caseload established by MDHHS.

(9) Subject to a match requirement (hard or in-kind) of $1 for each $3 of MDHHS agreement funding for Coordination.

(10) Fixed rate limited to contract amount.

(11) Up to six (6) visits per family.

(12) Non-categorically funded Health Departments will be reimbursed at $11.00 per HIV test conducted up to a maximum of $2,000 annually.

(13) Each delegate agency must serve a minimum percentage of Title X users to access their total allocated funds. Semi-annual FPAR data will be used to determine total Title X users.

(14) Public Health Emergency Preparedness (PHEP) funding BP1 must be expended by June 30 and is subject to a 10% match requirement as specified in the Public Health Emergency Preparedness (PHEP) Cooperative Agreement Guidance. LHDs must submit a nine-month budget and a quarterly Financial Status Report (FSR) column for this program element.

(15) Public Health Emergency Preparedness (PHEP) funding for October 1–June 30, and July 1–September 30, is subject to a 10% match requirement as specified in the Public Health Emergency Preparedness (PHEP) Cooperative Agreement Guidance. LHDs must submit a three-month budget and a quarterly Financial Status Report (FSR) column for this program element.

(16) Project meets the Research and Development criteria as defined by Title 2 CFR, Section 200.87.

(17) Not Applicable

(18) Subject to match requirement as specified in Attachment III - Program Assurances and Specific Requirements.

NOTE: Some footnotes may not apply to this agency.

ATTACHMENT I

MICHIGAN DEPARTMENT OF HEALTH & HUMAN SERVICES

Local Health Department Agreement

October 1, 2025- September 30, 2026

Fiscal Year 2026

INSTRUCTIONS

FOR THE

ANNUAL BUDGET

INSTRUCTIONS FOR THE ANNUAL BUDGET FOR LOCAL HEALTH DEPARTMENT SERVICES

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INTRODUCTION

The Annual Budget for Local Health Services is completed on a state fiscal year basis and is used to establish budgets for many Department programs. In the Annual Budget, the Department consolidates many of its categorical programs' funding and Essential Local Public Health Services (ELPHS) into a single, Comprehensive Agreement for local health departments. The Department's Plan and Budget Framework serves as a principal reference point for budget development.

The Annual Budget for Local Health Services must be completed in accordance with and adhere to the established requirements as specified in these instructions and submitted to the Department as required by the agreement.

The MI E-Grants System is an on-line application, including the budget entry forms, are utilized to develop a budget summary for each program element administered by the local Grantee. The system is designed to accommodate any number of local program elements including those unique to a particular local Grantee. Applications, including budget forms, are completed for all program elements, regardless of the reimbursement mechanism, including Agency administration(s) fee for service program elements, categorical program elements, performance-based program elements and Medicaid Outreach associated program elements. Budget entry is required for each major expenditure and source of fund categories for which costs/funds are identified.

MINIMUM BUDGETING REQUIREMENTS

Cost Principles

Types or items of cost which will be considered for reimbursement are generally consistent with definitions contained in Title 2 Code of Federal Regulations CFR, Part 200 Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards.

Federal Block Grant Funds

Maternal & Child Health and Preventive Health Block Grant funds may not be used to: provide inpatient services; make cash payments to intended recipients of health services; purchase or improve land; purchase, contract or permanently improve (other than minor remodeling defined as work required to change the interior arrangements or other physical characteristics of any existing facility or installed equipment when the cost of the remodeling incident does not exceed $2,000) any building or other facility; or purchase major medical equipment (any item of medical equipment having a unit cost of over $10,000 and used in the diagnosis or treatment of patients, excluding equipment typically used in a laboratory); satisfy any requirement for the expenditure of non-federal funds as a condition for the receipt of Federal funds; or provide financial assistance to any entity other than a public or nonprofit private entity.

Expenditure and Funding Source Breakdown

For purposes of development, analysis and negotiation activities must be budgeted at the individual expenditure and funding source category level on the Annual Budget for Local Health Services.

Special Budget Requirements for Certain Categorical Program Elements

The Annual Budget for Local Health Services is completed in the MI E-Grants System through the application budget to include details for all program elements (excluding Administration and Grantee Support). See special budget and reporting section below section.

Local MCH

Local MCH funds can be used to support the health of women, children, and families in communities across Michigan. Funding addresses one or more Title V Maternal and Child Health Block Grant national and state priority areas and/or a local MCH priority need identified through a needs assessment process. Priority areas are developed into Local MCH Work Plans which are described in the Annual Local MCH Plan. These funds are to be budgeted as a funding source in two project categories. The Local MCH projects need to be budgeted separately. Please note only two LMCH project titles can be used:

- MCH – Children
- MCH – All Other

These funding sources cannot be used under the WIC element except in extreme circumstances where a waiver is requested in advance of expenditures, and evidence is provided that the expenditures satisfy all funding requirements. Local health departments are encouraged to select only one to two performance measures and delve deeper into the strategies in an effort to "move the needle."

REIMBURSEMENT CHART

The Reimbursement Chart notes elements/funding sources, applicable payment methods, target levels, output measures for each program/element having a performance reimbursement option. In addition, the chart also provides the subrecipient, contractor, or recipient designations, as in prior years.

The type of project designation is indicated by footnote and is used if the project meets the Research and Development Project criteria. Research and Development Projects are defined by Title 2 CFR, Section 200.87, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards.

Research and development (R&D) means all research activities, both basic and applied, and all development activities that are performed by non-Federal entities. Research is defined as a systematic study directed toward fuller scientific knowledge or understanding of the subject

studied. The term research also includes activities involving the training of individuals in research techniques where such activities utilize the same facilities as other research and development activities and where such activities are not included in the instruction function. Development is the systematic use of knowledge and understanding gained from research directed toward the production of useful materials, devices, systems, or methods, including design and development of prototypes and processes.

LOCAL ACCOUNTING SYSTEM STRUCTION OF ACCOUNTS / COST ALLOCATION PROCEDURES

As in past years, no additional accounting system detail is being required beyond local uniform accounting procedures prescribed by the Michigan Department of Treasury, Local Financial Management System requirements, documentation requirements of categorical program funding sources and any local requirements. Some agencies may already have separate cost centers in their accounting system to directly identify costs and related funding of required services, but such breakdowns are not essential to being able to meet minimum reporting requirements if proper allocation procedures are used and adequate documentation is maintained. All allocations must have clearly measurable bases that directly apply to the amounts being allocated, must be documented with work papers that will provide an adequate audit trail and must result in a representative reporting of costs and funding for affected programs. More specific guidance can be found in Title 2 CFR, Part 200 Appendix V State/Local Government and Indian Tribe-Wide Central Service Cost Allocation Plans and the brochure published by the Department of Health and Human Services entitled “A Guide for State, Local and Indian Tribal Governments: Cost Principles and Procedures for Developing Cost Allocation Plans and Indirect Cost Rates for Agreements with the Federal Government.

BUDGET PREPERATION DETAIL

1. Budgeted expenditures are to be entered for each program element, project, or group of services by applicable major category.

2. The Budget should reflect all planned expenditures and revenues associated with the program. Funding source revenues include Federal funding sources, fees and collections, local, state, and other sources.

3. When developing the budget, it is important to note that total program expenditures must equal total program revenues.

4. Although a Grantee’s budget is approved, it does not mean expenses are approved. Reported expenses are subject to audit and must comply with Federal regulations, the

terms of the agreement, and other policy impacting the allowability of expenses. Certain expenses may require prior approval, which should be in writing from MDHHS.

5. It is the Grantee's responsibility to ensure budgeted expenses comply with Federal regulations, the terms of the agreement, and other policy impacting the allowability of expenses, and have documented prior approval, as needed, when the budget is submitted for review.

EXPENSE LINE- ITEM CATEGORIES

1. Salaries and Wages

a. This category includes compensation paid to permanent and part-time employees on the payroll of the Grantee who work in the program. Is reasonable for the services rendered and conforms to the established written policy of the Grantee consistently applied to both Federal and non-Federal activities.

b. This category may include the cost of leave/paid time off (e.g., vacation, sick, holiday, bereavement, military) or the cost of leave/paid time off may be included as a fringe benefit, based on the Grantee's written policy. See Section 2, Fringe Benefits. Leave/paid time off cannot be included in both categories and must be consistently budgeted and expensed for all Federally and non-Federally funded programs and activities of the Grantee.

c. This category does not include personnel hired on a private contract basis or through a personnel service, contractual services, or professional fees. Consulting services, professional fees or personnel hired on a private contracting basis should be included in Contractual – Professional Services.

d. Charges to salaries and wages must be based on records that accurately reflect the work performed. The records must:

   1) Reflect the total activity for which the employee is compensated by the non-federal entity, not to exceed 100 percent.

   2) Encompass federally assisted and all other activities compensated by the non-federal entity on an integrated basis but may include the use of subsidiary records as defined in the non-federal entity's written policy.

   3) Support the distribution of the salaries or wages among specific activities or cost objectives if the employee works on more than one federal or non-federal program; an indirect cost activity and a direct cost activity; more than one indirect activity

which are allocated using different distribution bases; or an allowable and unallowable activity.

e. See Title 2 CFR 200.430 for salaries and wages regulations.

2. Fringe Benefits

a. Fringe benefits include, but are not limited to, the costs of leave/paid time off (e.g., vacation, sick, holiday, bereavement, military), employee insurance (e.g., employer paid portion of health, dental, vision, life), pensions, employer contribution to a retirement account, bonuses, health stipends in lieu of health insurance, unemployment, workers compensation, social security.

b. The cost of leave/paid time off, and other taxable income (e.g., bonuses, health stipends in lieu of health insurance) may be included in salaries/wages, . See Item 1 above. It cannot be included in both categories and must be consistently budgeted and expensed for all Federally and non-Federally funded programs and activities of the Grantee.
c. The cost of fringe benefits is allowable provided they are reasonable and are required by law, or a Grantee-employee agreement or established in the Grantee's written policy.

d. Fringe benefit costs must be equitably allocated to all activities (Federal award activity and non-Federal award activity).

e. See Title 2 CFR 200.431 for fringe benefit regulations.

3. Employee Travel and Training

a. This category includes the cost of travel and training for full and part-time employees working in the program.

b. This category does not include travel and training costs for personnel hired on a private contract basis or through a personnel service, for contractual services, or for volunteers.
c. This category includes the cost of mileage, lodging, per diem, meals, tips, modes of transportation, approved registration fees for conferences, seminars, and other types of training related to the program.

d. The costs must be consistent with the Grantee's written policy and procedures to be allowable.

e. See Title 2 CFR 200.474 for travel expense requirements.

4. Supplies and Materials

a. This category includes consumable and short-term items costing less than five thousand dollars ($5,000).

b. Examples include office supplies, office furniture, computers, computer software, printers, printing, postage, janitorial supplies, educational supplies, medical supplies, etc. according to the requirements of the program.

c. This category does not include the cost of supplies and materials related to operating a shelter or other emergency housing.

d. Purchases of materials and supplies must be charged at the actual price, net of applicable credits.

e. For budgeting purposes, when the Supplies and Materials line-item budget will not exceed 10 percent of the total budgeted grant expenses, specific detail will not be required. Detail is required only when the Supplies and Materials line-item budget will exceed 10 percent.

5. Subawards – Subrecipient Services

a. This category includes the cost of an agreement (subaward) between the Grantee and another organization for the purpose of carrying out a portion of the Grant program. A subaward is a subrecipient relationship.

b. See below to differentiate between a subrecipient and a contractor.

SUBRECIPIENT AND CONTRACTOR DETERMINATION FACTORS

Title 2 CFR 200.331states that a pass-through entity (in this case the Grantee) must make case by case determinations whether an agreement it makes for the disbursement of Federal funds casts the party receiving the funds in the role of a subrecipient or contractor.
In determining whether an agreement casts the role of party receiving the Federal funds from the Grantee as a subrecipient or contractor, the substance of the relationship is more important than the form of the agreement. All characteristics listed below may not be present in all cases and the Grantee must use judgement when determining if the agreement is a subaward or a procurement contract.

Subrecipient Characteristics

A subaward is for the purpose of carrying out a portion of a Federal award and creates a Federal assistance relationship with the subrecipient. Characteristics of a subrecipient include:

1. In accordance with its agreement, uses the Federal awards to carry out a public purpose specified in authorizing statute, as opposed to providing goods and services for the benefit of the pass-through entity.

2. Is responsible for adherence to applicable Federal program requirements specified in the Federal award.

3. Has responsibility for programmatic decision making.

4. Determines who is eligible to receive what Federal assistance.

5. Has its performance measured in relation to whether objectives of the Federal program are met.

Contractor Characteristics

A contract is for the purpose of obtaining goods or services for the non-Federal entity's own use and creates a procurement relationship with the contractor. Characteristics of a contractor include:

1. Provides goods and services within normal business operations.

2. Provides similar goods and services to many different purchasers.

3. Normally operates in a competitive environment.

4. Provides goods or services that are necessary to support the operation of the Federal program.

5. Is not subject to compliance requirements of the Federal program as a result of the agreement although similar requirements may apply of other reasons.

6. Contractual – Professional and Personnel Services

a. This category includes the costs of professional and personnel services rendered by members of a particular profession or possess a certain skill set and are not employees of the Grantee.

b. This category includes the costs of services such as accounting, auditing, payroll, consulting, services, contract employees, etc.

c. Grantees generally hire contract employees in place of part-time or full-time staff because of the need for specialized skills or budgetary reasons.

d. The Grantee is not responsible for taxes, social security, workers compensation, unemployment, health benefits, sick or vacation time for contract employees.

e. Travel expenses may be included when it is part of the contract terms between the Grantee and the contractor.

f. Training expenses may be included when it is part of the contract terms between the Grantee and the contractor.

7. Communications

a. This category includes the cost of telephone services (cell and/or land lines), hotline, data lines, internet services, cloud services, copy machine, and website necessary for the operation of the program.

b. The cost of certain telecommunication and video surveillance services or equipment are prohibited in accordance with Title 2 CFR 200.216.

c. For budgeting purposes, when the Communications line-item budget will not exceed 10 percent of the total budgeted grant expenses, specific detail will not be required. Detail is required only when the Communications line-item budget will exceed 10 percent.

8. Grantee Rent Expense

a. This category includes the cost of rent/leases by the Grantee for space related to the operation of the program.
b. This category does not include the cost of client rent assistance or equipment rentals/leases.

9. Space Expenses

a. This category includes costs to maintain a facility related to the operation of the program. Costs include electricity, heating and air conditioning, maintenance and repairs, lawncare and snowplowing, janitorial services, insurance, security system, depreciation (when the space is owned by the Grantee), etc.

b. These costs must be allocated equitably to all Federal and non-Federal activities related to the space.

c. Shelter Expenses – The costs associated with operating a shelter. Includes such things as rent or depreciation, insurance, utilities, maintenance and repairs, snow removal, lawn care, trash removal, security system etc.

10. Capital Expenditures – Equipment and Other

a. Capital Expenditures – Equipment

1) Equipment is defined as an article of non-expendable property having a useful live of more than one year and acquisition cost of $5,000 or more per unit. Items with an acquisition cost of less than $5,000 classified as supplies and materials.

2) The cost of single a single unit or piece of equipment includes the necessary accessories and installation costs.

3) When the Grantee's definition and threshold differs from the definition above, the Grantee will budget and report only those equipment purchases of $5,000 or more, on the Capital Expenditures – Equipment and Other line item.

4) Equipment purchases must have prior written approval from MDHHS if the item will be expensed in the year of purchase. The approved Budget does not qualify as prior written approval. When equipment purchases are not expensed in the year of purchase, the Grantee may only expense the deprecation calculated in accordance with its written policy.

b. Capital Expenditures – Other

1) This category includes capital outlay for capital assets other than equipment.

CAPITAL ASSETS AND DEPRECIATION

Title 2 CFR 200.1 defines capital assets as tangible or intangible assets used in operations having a useful life of more than one year which are capitalized in accordance with Generally Accepted Accounting Principles and includes:

- Land, buildings (facilities), equipment, and intellectual property (including software) whether acquired by purchase, construction, manufacture, exchange, or through a lease accounted for as financial purchase under GASB or a finance lease under FASB.

Additions, improvements, modifications, replacements, rearrangements, reinstallations, renovations, or alterations to capital assets that materially increase their value or useful life.

Title 2 CFR 200.439(b) includes the following rules of allowability for equipment and other capital expenditures.

1. Capital expenditures for general purpose equipment, building, and land are unallowable as direct charges, except with the prior written approval of the Federal awarding agency or the pass-through entity.

2. Capital expenditures for special purpose equipment are allowable as direct costs, provided that items with a cost of $5,000 or more have prior written approval of the Federal awarding agency or the pass-through entity.

3. Capital expenditures for improvements to land, buildings, or equipment which materially increase their value or useful life are unallowable as a direct cost except with prior written approval from the Federal awarding agency or the pass-through entity.

4. When approved as a direct charge, capital expenditures will be charged in the period in which the expenditure is incurred.

5. The unamortized portion of any equipment written off as a result of a change in capitalization levels may be recovered by continuing to claim the otherwise allowable depreciation on the equipment or by amortizing the amount to be written off over a period of years negotiated with the Federal cognizant agency for indirect cost.

6. Cost of equipment disposal is allowable if the non-Federal entity is instructed by the Federal awarding agency to otherwise dispose or transfer the equipment.

7. Equipment and other capital assets are unallowable as indirect costs.

Title 2 CFR 200.1 defines capital assets as tangible or intangible assets used in operations having a useful life of more than one year which are capitalized in accordance with Generally Accepted Accounting Principles and includes:

- Land, buildings (facilities), equipment, and intellectual property (including software) whether acquired by purchase, construction, manufacture, exchange, or through a lease accounted for as financial purchase under GASB or a finance lease under FASB.

- Additions, improvements, modifications, replacements, rearrangements, reinstallations, renovations, or alterations to capital assets that materially increase their value or useful life.

11. Client Assistance – Rent

a. This category includes the cost of rental assistance provided for eligible clients in accordance with the program requirements.

b. The Grantee must account for rental assistance separate from all other client assistance.

12. Client Assistance – All Other

a. This category includes the costs of providing assistance for eligible clients in accordance with program requirements. The guidance below is not meant to be comprehensive, and some costs may not be allowable for a particular program. It is the Grantee's responsibility to budget and report expenses in accordance with the program requirements.

b. Examples include:

1. Gift Cards/Prepaid Cards/E-Cards/Store Cards/Vouchers – The cost various types of purchase cards (e.g., gas, phone, food), vouchers (e.g., laundry vouchers for a local laundromat), and public transportation cards/tokens, etc. in accordance with program requirements.

2. Transportation – The cost of taxis, Uber, Lyft, etc. for eligible clients when necessary for the health and safety for eligible clients in accordance with program requirements.

3. Utilities – The costs associated with heat, electricity, water, etc. for eligible clients in accordance with program requirements.

4. Personal Care – The costs associated with food, formula, clothing, diapers, toiletries, medication, medical equipment, etc. for eligible clients in accordance with program requirements.

5. Safety – The cost of changing windows and doors or locks, cost of short-term alternative housing (e.g., hotel due to shelter capacity), security cameras, assistance for obtaining long-term housing for a victim (regardless of distance, based on safety needs) etc. for eligible clients in accordance with program requirements.

6. Other – The cost of assistance not specifically identified above for eligible clients in accordance with program requirements

13. Other Expenses

a. This cost category includes expenses not previously identified on other line items purchased for the operation of the program.

b. This cost category does not include indirect expenses which are included below.

14. County / City Central Services

a. These are costs associated with central support activities of the local governing unit allocated to the local health department accordance with Title 2 CFR, part 200.

15. General and Administrative Indirect Expenses

These cost categories are used to distribute costs of general administrative-operations that have not been directly charged to individual subrecipient programs. The Indirect Cost expenditures distribute administrative overhead costs to each program element, project, or service grouping. Two separate local rates may apply to the agreement period (i.e., one for each local fiscal year). Use Calendar Rate 1 to reflect the rate applicable to the first part of the agreement period and Calendar Rate 2 for the rate applicable to the latter part. Indirect costs are not allowed on programs elements designated as vendor relationship.

An indirect rate proposal and related supporting documentation must be retained for audit in accordance with records retention requirements. In addition, these documents are reviewed as part of the Single Audit, subrecipient monitoring visit, or other State of Michigan reviews.

Following is further clarification regarding indirect rate and/or cost allocation approval requirements to distribute administrative overhead costs, in accordance with Title 2 CFR Part 200 (formerly Circular A-87 2 CFR Part 225, Appendix E), for Local Health Departments budgeting indirect costs:

1. Local Health Departments receiving more than $35 million in direct Federal

awards are required to have an approved indirect cost rate from a Federal Cognizant Agency. If your Local Health Department has received an approved indirect rate from a Federal Cognizant agency, attach the Federal approval letter to your MI E-Grants Grantee Profile.

2. Local Health Departments receiving $35 million or less in direct Federal awards are required to prepare indirect cost rate proposals in accordance with Title 2 CFR and maintain the documentation on file subject to review.

3. Local Health Departments that received approved indirect cost rates from another State of Michigan Department should attach their State approval letter to their MI E-Grants Grantee Profile.

4. Local Health Departments with cost allocation plans should reflect these allocations in the Other Cost Distributions budget category.

The amount of Indirect Cost should be allocated to all appropriate program elements with the total equivalent amount reflected as a credit or minus in the Administration projects.

County-City Central Services Cost Allocation Plan

a. This category includes the allocation of central services costs allocated to the program.

b. Central service departments are within the county or city government that exist to provide support services to other operating departments within that unit of government.

c. Examples of central service departments include finance, accounting, facilities maintenance, information technology, human resources, purchasing, motor pools, etc.

d. All costs and data used the distribute the costs included in the plan must be supported by formal accounting and other records that support the propriety of the costs assigned to Federal awards.

e. Each central service cost allocation plan is required to be certified by the local government.

f. See Title 2 CFR Part 200 Appendix V, State/Local Governmentwide Central Service Cost Allocation Plans for specific requirements.

Other Indirect Cost Distributions

a. This category includes various contributing activity costs to appropriate program areas based on a documented allocation methodology in accordance with Title 2 CFR 200.

b. This category is generally associated with governmental entities that utilize a City-County Central.

c. Use to distribute various contributing activity costs to appropriate program areas based upon activity counts, time study supporting data or other reasonable and equitable means. An example of Other Cost Distributions is nursing supervision. The distribution process permits costs reflected in a single program element to be subsequently distributed, perhaps only in part, to other programs or projects as appropriate. If an allocation is made, the charges must be reflected in the appropriate program element and the offsetting credit reflected in the program element being distributed. **There must be a documented, well-defined rationale and audit trail for any cost distribution or allocation based upon Title 2 CFR, Part 200 Cost Principles** Local Health Departments using the cost distribution or cost allocation must develop the plan in accordance with the requirements described in Title 2 CFR, Part 200. Local Health Departments should maintain supporting documentation for audit in accordance with record retention requirements. The plan should include a Certification of Cost Allocation plan in accordance with Title 2 CFR, Part 200 Appendix V. The cost allocation plan documentation is not required to be submitted unless specifically requested.

d. Cost associated with the Essential Local Public Health Services (ELPHS), Maternal and Child Health (MCH) Block Grant and Fixed Fee may be budgeted in the associated program element and distributed to the associated projects.

e. Federal Provided Vaccine Value should be reported on a separate line and clearly identified.

SOURCE OF FUNDS

Source of funds are to be entered for each program element, project, or group of services by applicable major category as follows.

1. MDHHS Comprehensive

Funding (Federal and/or State dollars) provided by MDHHS for this grant agreement.

2. Fees and Collections – 1st and 2nd Party

a. 1st party funds received from private payers, including patients, source users, and any member of the general public receiving services.

b. 2nd party funds received from organizations, private or public, who might reimburse services for a group or under a special plan.

c. Revenues will be reported when earned (accrual basis of accounting) or when received (cash basis of accounting).

3. Fees and Collections – 3rd Party

a. 3rd Party funds received from private insurances, Medicaid, Medicare, or other applicable titles of the Social Security Act directly related to the cost of providing patient care or other services.

b. Revenues will be reported when earned (accrual basis of accounting) or when received (cash basis of accounting).

4. Local Funds

All local support in the appropriate element, project, or service group column. This may include local property tax, and other local revenue. Does not include fees.

5. Federal or State (Non MDHHS)

Funds provided to directly to the Grantee from the State of Michigan or the Federal government (other than MDHHS) to support the program.

6. Other

Funding provided by foundation grants, United Way grants, private donations, fund-raising, charitable contributions, etc. that provide support to the program.

7. In-Kind Match

Represents the value of donated services (e.g., accounting, legal, medical, etc.), donated materials and supplies, donated space, etc. that support the program.

8. MDHHS Fixed Unit Rate

Select the type of fee-for-services from the lookup button to correspond with the program element.

9. MCH Funding

This section includes all the funding projected to be due under Comprehensive Agreement specific to the CMH eligible program elements. Please note: the MI E-Grants System validates the MCH budgeted funds across the appliable program elements to assure the agreement does not exceed the MCH allocation.

10. Required Match – Local

Funds projected to be local contribution for programs that have a match contribution requirement (Please note: for Medicaid Outreach, CSHCS Medicaid Outreach, or Nurse Family Partnership Medicaid Outreach, this amount represents the 50% matching local contribution for allocable Medicaid Outreach Activities. Federal Medicaid Outreach and Required Local match amounts should equal each other.)

12. Federal Medicaid Outreach

(Please note: to be used only for Medicaid Outreach, CSHCS Medicaid Outreach or Nurse Family Partnership Medicaid Outreach program elements.) Funds projected to be received from the federal government for allowable Medicaid Outreach activities. This amount represents the anticipated 50% federal administrative match of local contributions.

13. Federally Provided Vaccines

The projected value of federally provided vaccines.

14. Local Non-ELPHS (Local funds budgeted for the following expenditures)

1. Expenditures for services not designated as required and allowable for ELPHS funding (e.g., medical examiner and inpatient maternity services); expenditures determined not to be reasonable; and expenditures in excess of the maximum state share of funds available.

2. Any losses arising from uncollectible accounts and other related claims. Under-recovery of reimbursable expenditures from, or failure to bill, available funding sources that would otherwise result in exclusions from ELPHS funding, if recovered.

3. However, no exclusion is required where the local jurisdiction has made and documented a decision to have local funds underwrite:

    a. The cost of uncollectible accounts or bad debts incurred in support of providing required or allowable health services. An example of this condition would be for services provided to indigents who are billed as a matter of procedure with little chance for receipt of payment.

    b. Potential recoveries or under-recoveries from other sources for the principal purpose of providing required and allowable health services at free or reduced cost to the public served by the Grantee. An example would be keeping fees for services at a reduced level for the benefit of the people served by the Grantee while recognizing that to do so limits recovery from third parties for the same types of services.

4. Contributions to a contingency reserve or any similar provisions for unforeseen events.

5. Charitable contributions and donations.

6. Salaries and other incidental expenditures of the chief executive of a political subdivision (i.e., county executive and mayor). Legislative expenditures, such as,

salaries and other incidental expenditures of local governing bodies (i.e., county commissioners and city councils). Do not enter board of health expenses.

7. Expenditures for amusements, social activities and other incidental expenditures related to, such as, meals, beverages, lodging, rentals, transportation, and gratuities.
8. Fines, penalties, and interest on borrowings.

9. Capital Expenditures - Local capital outlay for purchase of facilities and equipment (assets) are excluded from ELPHS funding.

15. Other Non- ELPHS

Funds budgeted from sources other than state, federal and local appropriations to the extent that they are not eligible for ELPHS (e.g., funding from local substance abuse coordinating grantee, local area on aging grantees).

16. Federal Cost Based Reimbursement

Funds received from Federal Cost Based Reimbursement must be budgeted and reported in the program in which they were earned. See MCBR Budget and FSR MDHHS Guidance for reporting requirements.

SPECIAL BUDGET AND REIMBURSEMENT PROCEDURE INSTRUCTIONS

Certain elements are supported by federal or other categorical program funds for which special budgeting requirements are placed upon grantees and subgrantees.

Element	Federal or Other Funding Contractor
Public Health Emergency Preparedness	U.S. Department of Health & Human Services, Centers for Disease Control
WIC	U.S. Department of Agriculture, Food & Nutrition Service
Family Planning	U.S. Department of Health & Human Services, Public Health Service
Breast and Cervical Cancer	U.S. Department of Health & Human Services, Centers for Disease Control
CSHCS Outreach & Advocacy	Michigan Department of Health & Human Services
Medicaid Outreach Activities	Centers for Medicare and Medicaid Services

In general, subgrantee budgets must provide sufficient budget detail to support grantee budget requests and be in a format consistent with grantor Contractor requirements.

Certain types of costs must receive approval of the federal grantor Contractor and/or the grantee prior to being incurred.

1. Public Health Emergency Preparedness

Local Health Departments will receive the initial FY 25/26 allocation of the CDC Public Health Emergency Preparedness (PHEP) funds in nine equal prepayments for the period October 1, 2025 through June 30, 2026. LHDs must submit a nine-month budget and a quarterly Financial Status Report (FSR) for each of the following COMPREHENSIVE Local Health Department program elements:

- Public Health Emergency Preparedness (PHEP) (October 1 – June 30)
- Public Health Emergency Preparedness (PHEP)– Cities of Readiness (October 1 – June 30)
- Laboratory Services - Bioterrorism (October 1 – September 30)

2. WIC Special Budget Requirements

WIC licensing MOUs are in the show documents section in the EGrAMS system for review.

The following local budget breakdowns are required to fulfill WIC grant application budget requirements each fiscal year:

- Salaries & Fringe Benefits
- Automated Management Systems
- Space Utilization Costs
- Equipment
- Supplies
- Communications & Travel
- All Other Direct Costs
- Indirect Costs
- All Funding Sources by Type

The WIC cost/funding categories and supporting budget detail requirements are satisfied by completion of an application budget form in the MI E-Grants System.

Agencies receiving WIC-USDA Infrastructure grants must budget these funds as a separate element. Agencies must track and report expenditures separately on the FSR.

Agencies receiving WIC-USDA Breastfeeding Peer Counselor funds must budget these funds as a separate element. Agencies must track and report expenditures separately on the FSR and comply with special reporting requirements.

- **Costs Allowable Only With Prior Approval -** The following costs are allowable only with prior review/approval of the Michigan Department of Health & Human Services as specified by the U.S. Department of Agriculture, Food and Nutrition Service (Ref.: 7 CFR Part 246, and USDA-WIC Administrative Cost Handbook

3/86). Prior approval is accomplished by providing appropriate detail in the budget request approved by MDHHS or subsequently in a written request approved in writing by MDHHS.

A. Automated Information Systems - which are required by a local Grantees except for those used in general management and payroll, including acquisition of automated data processing hardware or software whether by outright purchase or rental-purchase agreement or other method of acquisition.

B. Capital Expenditures of $5,000 or More - such as the cost of facilities, equipment, including medical equipment, other capital assets and any repairs that materially increase the value or useful life of capital assets.

C. Management Studies - performed by agencies or departments other than the local Grantee or those performed by outside consultants under contract with the local Grantee.

D. Accounting and Auditing Services - performed by private sector firms under professional service contracts for purposes of preparation or audit of program and financial records/reports.

E. Other Professional Services - rendered by individuals or organizations, not a part of the local Grantee, such as:

   1. Contractual private physician providing certification data.
   2. Contractual organization providing laboratory data.
   3. Contractual translators and interpreters at the local Grantee level.

F. Training and Education - provided for employee development, which directly or indirectly benefits the grant program, to the extent that such training is contracted for or involves out-of-service training over extended periods of time.

G. Building Space and Related Facilities - the cost to buy, lease or rent space in privately or publicly owned buildings for the benefit of the program.

H. Non-Fringe Insurance and Indemnification Costs

   All charges to WIC must be necessary, reasonable, allowable and allocable for the proper and efficient administration of the program. Further information and cost standards are provided in federal instructions including Title 2 CFR, Part 200 and 7 CFR Part 3015.

3. Family Planning Special Budget Requirements

The following local budget breakdowns are required to fulfill Family Planning grant application budget requirements each fiscal year:

- Salaries & Wages
- Fringe Benefits
- Capital Expense for Equipment and Facilities
- Contractual
- Construction
- Supplies and Materials
- Travel
- Communication.
- County-City Central Services
- Space Costs
- All Other Direct Costs
- Indirect Costs
- All Funding Sources by Type

The Family Planning cost/funding categories and supporting budget detail requirements are satisfied by completion of an application budget in the MI E-Grants System.

- **Costs Allowable Only With Prior Approval -** The following costs are allowable only with prior review/approval of MDHHS. Prior approval is accomplished by providing appropriate detail in the budget request approved by MDHHS or subsequently in a written request approved in writing by MDHHS.

  A. For Capital Single item purchases (including but not limited to; service contracts, equipment, insurance, publication/printing costs, alterations and renovations) of $10,000 or more, the Grantee must seek Program Approval from the Grantor before the purchase can take place. The Program Grantor will seek approval from the Federal awarding entity in order to authorize the purchase. A formal request to the MDHHS Family Planning Program is required, and applicable information (quote, documentation, etc.) based on the Family Planning Capital Purchase Guidance Manual will be required. Requests and information will be sent to the Title X Federal awarding entity for final approval. Grantees will be notified in writing if it is approved or denied.

  Ensure that no mobile health unit(s) or other vehicle(s), even if proposed in the application for the Title X award, is purchased with award funds without prior written approval from the grants management officer. Requests for approval of such purchases must include a justification with a cost-benefit analysis comparing both purchase and lease options. Such requests must be submitted

as a Budget Revision Amendment in Grant Solutions (Notice of Award Special Terms and Requirements).

All charges to Family Planning must be necessary, reasonable, allowable, and allocable, for the proper and efficient administration of the program. Further information and cost standards are provided in Federal 2 CFR Part 200 Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards; Final Rule.

4. Breast and Cervical Cancer Control Coordination Program Special Budget Requirements

The Breast and Cervical Cancer Control Navigation Program (BC3NP) budget is to be developed based on specific responsibilities of Local Health Departments (LHDs) participating in the Breast and Cervical Cancer Control Navigation Program. LHDs agreeing to participate in the program fall into two categories: LHDs agreeing to participate as Local Coordinating Agencies (LCAs) and LHDs agreeing to participate as Local Community Partners (LCPs).

A. LHDs agreeing to participate as Local Coordinating Agencies (LCAs) – LCAs are responsible in assuring implementation of all program requirements and policies and procedures. This includes client outreach and recruitment into BC3NP to achieve yearly targeted caseload allocations, financial monitoring of program expenses and claims for provision of client clinical services, obtaining results of client services, assisting the client to obtain cancer treatment if cancer diagnosed, entry of client data into the program's secure statewide database to monitor timeliness and completeness of care delivery and authorize payment for services, and assuring appropriate providers are contracted with the program to provide screening and diagnostic services to enrolled clients. Only coordination expenses will be reimbursed through the Comprehensive Agreement. No clinical services will be reimbursed through the Comprehensive Agreement. All clinical service claims must be billed to the MDHHS Cancer Prevention and Control Section for claim processing. The LCA and/or direct service providers with contracts or letters of agreement with the LCA will be responsible for billing clinical services claims to the MDHHS Cancer Prevention and Control Section. The Coordination amount of $195-$215 per woman is based on the components an agency implements according to the BC3NP Tiered Funding formula and achievement of a target caseload established for each LCA by MDHHS. Requirements: Each LCAs target caseload is evaluated yearly based on the BC3NP Tiered Program Performance requirements. There is no longer a match requirement. Match is recorded by the program and reported to MDHHS in EGrAMS.

B. LHDs agreeing to participate as Local Community Partners (LCPs) – LCPs are responsible for implementing strategies to identify and recruit clients eligible for

the BC3NP, enroll clients into the program, arrange for provision of screening and diagnostic clinical services through contracted providers and assist the client to obtain cancer treatment if cancer diagnosed. LCPs will obtain results of all clinical services provided to BC3NP clients and send this information to MDHHS for data entry into the secure program's statewide database. Information entered in the database will be reviewed by MDHHS staff to evaluate timeliness and completeness of care delivery and authorize payment for services. MDHHS staff will oversee financial monitoring of program expenses and claims for provision of client clinical services. LCPs will be awarded a base award $195/client with additional administrative funding (to be determined yearly by MDHHS) that is to be used to implement strategies to recruit a minimum target caseload of BC3NP women established for these agencies by MDHHS. No clinical services will be reimbursed through the Comprehensive Agreement. All clinical service claims must be billed to the MDHHS Cancer Prevention and Control Section for claim processing. The LCP and/or direct service providers with contracts or letters of agreement with the LCP will be responsible for billing clinical service claims to the MDHHS Cancer Prevention and Control Section. There is no longer a match requirement. Match is recorded by the program and reported to MDHHS in EGrAMS.

For specific billing requirements refer to the information posted for LHD's, LCPs, and direct service providers on https://michigan.gov/BC3NP. For specific program requirements, including current fiscal year Direct Service Reimbursement Rates refer to the current fiscal year Unit Cost Reimbursement Rate Schedule for the BC3NP posted on https://michigan.gov/BC3NP.

5. The Well-Integrated Screening and Evaluation for Women Across the Nation (WISEWOMAN) budget is to be developed in the following way:

1. WISEWOMAN coordination funds should be used to budget costs associated with management of the program and delivery of the initial clinical assessment and risk reduction counseling to WISEWOMAN participants. This includes recruitment, enrollment, collecting answers to health intake questions, WISEWOMAN clinical assessment (height, weight, body mass index, 2 blood pressure readings, total cholesterol, HDL cholesterol, and fasting glucose or A1C), and delivery of risk reduction counseling. Funds allocated for barrier reduction tools should be used to purchase approved items for participants enrolled in the WISEWOMAN program.

2. Direct Service claims must be billed to the MDHHS Cancer Prevention and Control Section for claim processing. The Local Coordinating Agency (LCA) and/or direct service providers with contracts or letters of agreements with the LCA will be responsible for billing Direct Service claims to the MDHHS Cancer Prevention and Control Section. This includes follow-up fasting lipid panel, fasting glucose, A1c, and one diagnostic exam. No Direct Services expenses will be reimbursed through the Comprehensive Agreement. The Coordination and

Screening amount is $165 per woman based on a target caseload established by MDHHS.

3. Performance reimbursement will be based upon the understanding that a certain level of performance (measured by outputs) must be met. There is a 95% caseload performance requirement for this project.

For specific billing requirements refer to the most recent Billing Manual. For specific program requirements, including current fiscal year Direct Service Reimbursement rates and documentation related to the match requirement, refer to the current fiscal year Special Budgeting and other Program instructions for the WISEWOMAN Program issued in August of each fiscal year. The above referenced documents are available at www.michigan.gov/WISEWOMAN.

6. Medicaid Outreach Activities and Reimbursement Procedures

Medicaid Outreach Activities that are funded by local dollars and meet federal requirements are eligible for reimbursement at a 50% federal administrative match rate. Local Health Departments must maintain proper documentation of the activities performed and those activities must conform with the activities outlined in MSA Bulletin 05-29. Medicaid Outreach Activities funding is a subrecipient relationship.

Budget Preparation

A. Medicaid Outreach Activities

Complete the MI E-Grants application and budget forms for the application **Medicaid Outreach Activities** that occur during the fiscal year: 10/1-09/30. Reimbursable activities included in the budget must conform to the requirements as specified in the MSA Bulletin 05-29. Complete the EGrAMS application and budget forms for this program.

1. Expenditure Category Tab
   Enter the expenditures budgeted for the fiscal year 10/1-9/30 Expenses budgeted for each of the listed expenditure categories are allowable and must be specific to the Medicaid program as described in MSA Bulletin 05-29. Outreach activities must not be part of direct service. Expenditures must be reflected in the cost allocation plan.

2. Source of Funds Tab
   Budget the amount expected from the federal government for allowable Medicaid Outreach Activities. **Federal Medicaid Outreach** represents the anticipated 50% federal administrative match of local contributions. Budget the local contribution. **Required Match - Local** represents the 50% matching local contribution for Medicaid Outreach activities. **These two amounts must match.**

3. Sources of Local Funds Types
   Local Health Departments may utilize their county appropriation, **any earned income,** funds received from local or private foundations, local contributors or donators, and from other non-state/non-federal grant agreements that are specific to Medicaid outreach or are to be used at the discretion of the Health Department as a source for matching funds. Other state and/or federal grant awards for Medicaid Outreach must be recorded on the appropriate line as indicated in the Comprehensive Budget Instructions - Attachment I.

B. Nurse-Family Partnership Outreach

Expenditures related to Nurse-Family Partnership Medicaid Outreach should be reflected under one program element. The budget should reflect the entire fiscal year period: 10/1-09/30.

1. Federal Medicaid Outreach

Fifty percent (50%) of local funds after the percentage of Medicaid clients enrolled in the LHD Nurse-Family Partnership program has been applied. The formula for calculating the federal funding is as follows:
Federal funding = (Local funds x % of Medicaid Participation Rate) x 50% Federal Administrative Match rate)

2. Required Match - Local

Represents the 50% match of local contributions. Budget the local match contribution in Required Match – Local. Federal Medicaid Outreach and Required Match – Local must equal each other. **Additional local contribution related to service provision for non-Medicaid eligible participants which are not eligible for the 50% federal match should be reported in Local Funds – Other.**

3. Sources of Local Fund Types

Local Health Departments may utilize their county appropriation, funds received from local or private foundations, local contributors or donators, and from other non-state/non-federal grant agreements that are specific to Medicaid Outreach or are to be used at the discretion of the Health Department as a source for matching funds.

C. CSHCS Medicaid Outreach

Complete the MI E-Grants application and budget forms for the application titled **CSHCS Medicaid Outreach** for the timeframe: 10/01-09/30.

Expenditures related to CSHCS Medicaid Outreach should be reflected under one program element and adhere to Section IV, Special Instruction Section found in the Comprehensive Budget Instructions - Attachment I. The budget should reflect the entire fiscal year period: 10/1-09/30.

1. **Federal Medicaid Outreach**

   Fifty percent (50%) of local funds after the percentage of Medicaid clients enrolled in the LHD CSHCS program has been applied. A table containing each health jurisdiction Medicaid Participation Rate is located in the MI E-Grants site. The formula for calculating the federal funding is as follows:

   Federal funding = (Local funds x % of Medicaid Participation Rate) x 50% Federal Administrative Match rate)

2. **Required Match - Local**

   Represents the 50% match of local contributions. Budget the local match contribution. Federal Medicaid Outreach and Required Match – Local must equal each other. **Additional local contribution that is not eligible for the 50% federal match should be reported on the Local Funds – Other line.**

3. **Sources of Local Fund Types**

   Local Health Departments may utilize their county appropriation, funds received from local or private foundations, local contributors or donators, and from other non-state/non-federal grant agreements that are specific to Medicaid Outreach or are to be used at the discretion of the health department as a source for matching funds to be used at the discretion of the health department as a source for matching funds.

4. **Comprehensive CSHCS Outreach and Advocacy and Case Management/Care Coordination Funds**

   Should be reported in a separate program element.

Indirect Costs

There are three (3) options for indirect costs. They are:

1. an approved federal or state indirect rate;
2. a cost allocation/distribution plan

Most Health Departments will use the cost allocation plan for indirect costs. For further detail, go to VI. Form Preparation, L. Indirect Cost section of this document.

Cost Allocation Certification

The Cost Allocation Certification remains on file with the Department until there is a change in the Cost Allocation Plan. When the cost allocation plan on file with the program (MDHHS-Medicaid-Outreach), the local health department must: 1) submit a copy of the revised cost allocation plan with the budget request; and 2) complete a revised cost allocation methodology certification. Both documents are to be attached to a Detailed Budget line in EGrAMS.

Financial Status Report (FSR) – LHDs seeking 50% federal administrative match **must** request reimbursement by submitting their actual expenses for allowable Medicaid Outreach activities on their quarterly FSRs through MI E-Grants.

A. Quarterly and Final FSR

LHDs must reflect the actual Medicaid Outreach expenses incurred on the quarterly and final FSR. Actual expenses incurred must be specific to Medicaid Outreach as defined by the MSA Bulletin 05-29 and not part of a direct service. All expenses should be supported by an approved methodology and appropriate support documentation.

1. Federal Medicaid Outreach

   Should be used to request the 50% federal administrative match for Medicaid Outreach.

2. Required Match - Local

   Should be used to report the local match for Medicaid Outreach. Both the federal and local amounts must match.

3. Source of Funds Category

   Other source of funds that are non-reimbursable for Medicaid Outreach (i.e., other federal grants, other MDHHS grants, etc.) should be reported on the appropriate line has indicated in the Comprehensive Budget Instructions - Attachment I (e.g., Local non-ELPHS or Local Funds – Other).

   Total Source of Funds must equal **Total Expenditures.**

B. Nurse-Family Partnership Medicaid Outreach – Quarterly and Final FSRs

For Quarters 1-3, LHDs must reflect the actual Medicaid Outreach expenses incurred in a separate program element titled Medicaid Outreach. Actual expenses incurred for each of the listed expenditure categories are allowable but must be specific to Medicaid Outreach as defined by MSA Bulletin 05-29 and not part of a direct service. Expenses should be supported by a time study or other federally approved methodology.

1. Federal Medicaid Outreach

   Should be used to request the 50% federal administrative match. Match is determined by multiplying local contribution for the program by the percentage of Medicaid enrollees. This product is then multiplied by 50% in order to determine the eligible federal administrative match.

2. Required Match - Local

   Should be used to report the remaining portion of the local contribution for the Medicaid Outreach Match. Both lines should equal. **Additional local contribution related to service provision for non-Medicaid eligible participants which are not eligible for the 50% federal match should be reported in Local Funds - Other.**

3. Source of Funds Category

   Other source of funds that are non-reimbursable for Medicaid Outreach (i.e., other federal grants, other MDHHS grants, etc.) should be reported on the appropriate line has indicated in the Comprehensive Budget Instructions - Attachment I (e.g., Local non-ELPHS or Local Funds – Other).

C. CSHCS Medicaid Outreach – Final FSR

CSHCS Medicaid Outreach billing may occur before the final FSR through the MI E-Grants system after Comprehensive Agreement CSHCS Outreach and Advocacy funds have been fully expended. **Local contributions eligible for the Medicaid Outreach match should be cost distributed to the CSHCS Medicaid Outreach program element from the CSHCS Outreach and Advocacy program element and reported as indicated below.**

1. Federal Medicaid Outreach

   Should be used to request the 50% federal administrative match. Match is determined by multiplying local contribution for the program

by the percentage of Medicaid enrollees. This product is then multiplied by 50% in order to determine the eligible federal administrative match.

2. Required Match - Local

   Should be used to report the remaining portion of the local contribution for the Medicaid Outreach Match. **Additional local contribution that is not eligible for the 50% federal match should be reported in Local Funds - Other.**

3. Source of Funds Category

   Other source of funds that are non-reimbursable for Medicaid Outreach (i.e., other federal grants, other MDHHS grants, etc.) should be reported on the appropriate line has indicated in the Comprehensive Budget Instructions - Attachment I.

4. Comprehensive CSHCS Outreach and Advocacy and Care Coordination

   Should be billed as separate program element.

7. Immunization 317 and VFC Allowable Expenditures

Please reference the Immunization VFC and 317 Allowable expenditures chart located in the documents section in EGrAMS. The information is provided from the "Immunization Program Operations Manual" (known as the IPOM), published by CDC.

8. Michigan Department of Health and Human Services (MDHHS) Essential Local Public Health Services (ELPHS)

MDHHS ELPHS funds can be used to support the following projects:

- Immunization ELPHS
- Hearing ELPHS
- Vision ELPHS
- HIV ELPHS
- Sexually Transmitted Disease ELPHS
- General Communicable Disease ELPHS

The budget can be completed by cost distributing from the supported grant programs or by entering the budget with individual expense lines. Grantees should review their internal accounting procedures for clarity when determining how to complete entry; MDHHS cannot advise on which method is appropriate for a particular grantee.

Whichever way the budget is entered in the application, will determine how the expenses are reported in the FSR.

Funds can be shifted in an amendment between the MDHHS ELPHS, EGLE Drinking Water and Onsite Wastewater Management, and Food ELPHS projects. Funds cannot be moved in or out of Hearing and Vision, unless Vision funds are being moved to Hearing, and vice versa. These funding shifts will need to be formally requested and approved by all State departments. Details regarding requests are found in Attachment III.

ATTACHMENT III

MICHIGAN DEPARTMENT OF HEALTH & HUMAN SERVICES
LOCAL HEALTH DEPARTMENT AGREEMENT
October 1, 2025 – September 30, 2026
Fiscal Year 2026

PROGRAM SPECIFIC ASSURANCES AND REQUIREMENTS

Local health service program elements funded under this agreement will be administered by the Grantee and the Department in accordance with the Public Health Code (P.A. 368 of 1978, as amended), rules promulgated under the Code, minimum program requirements and all other applicable Federal, State and Local laws, rules and regulations. These requirements are fulfilled through the following approach:

A. Development and issuance of minimum program requirements, further describing the objective criteria for meeting requirements of law, rule, regulation, or professionally accepted methods or practices for the purpose of ensuring the quality, availability and effectiveness of services and activities.

B. Utilization of a Minimum Reporting Requirements Notebook listing specific reporting formats, source documentation, timeframes and utilization needs for required local data compilation and transmission on program elements funded under this agreement.

C. Utilization of annual program and budget instructions describing special program performance and funding policies and requirements unique to each State fiscal year.

D. Execution of an agreement setting forth the basic terms and conditions for administration and local service delivery of the program elements.

E. Emphasis and reliance upon service definitions, minimum program requirements, local budgets and projected output measures reports, State/local agreements, and periodic department on-site program management evaluation and audits, while minimizing local program plan detail beyond that needed for input on the State budget process.

Many program specific assurances and other requirements are defined within the referenced documents including Minimum Program Requirements established for the following program elements as of October 1, 2006:

1. Breast and Cervical Cancer Control
2. Clinical Laboratory

3. CSHCS
4. EGLE Drinking Water and Onsite Wastewater Management
5. Family Planning
6. Food ELPHS
7. Hearing ELPHS
8. HIV/STD Prevention Treatment
9. MDHHS Essential Local Public Health Services (ELPHS)
10. Michigan Care Improvement Registry
11. Vision ELPHS
12. WIC

For Fiscal Year 2024, special requirements are applicable for the remaining program elements listed in the attached pages.

Attachment IV Reimbursement Chart

Program Element:

The Program Element indicates currently funded Department programs that are included in the Comprehensive Local Health Department Agreement.

Reimbursement Methods

The Reimbursement Methods specifies the type of method used for each of the program element/funding sources. Funding under the Comprehensive Local Health Department Agreement can generally be grouped under four (4) different methods of reimbursement. These methods are defined as follows:

Performance Reimbursement

A reimbursement method by which local agencies are reimbursed based upon the understanding that a certain level of performance (measured by outputs) must be met in order to receive full reimbursement of costs (net of program income and other earmarked sources) up to the contracted amount of state funds prior to any utilization of local funds. Performance targets are negotiated starting from the last year's negotiated target and the most recent year's actual numbers except for programs in which caseload targets are directly tied to funding formulas/annual allocations. Other considerations in setting performance targets include changes in state allocations from past years, local fiscal and programmatic factors requiring adjustment of caseloads, etc. Once total performance targets are negotiated, a minimum state funded performance target percentage is applied (typically 90% unless otherwise specified). If local Grantee actual performance falls short of the expectation by a factor greater than the allowed minimum performance percentage, the state maximum allocation for cost reimbursement will be reduced equivalent to actual performance in relation to the minimum performance.

Fixed Unit Rate Reimbursement

A reimbursement method by which local health departments are reimbursed a specific amount for each output actually delivered and reported.

ELPHS

A reimbursement method by which local health departments are reimbursed a share of reasonable and allowable costs incurred for required Essential Local Public Health Services (ELPHS), as noted in the current Appropriations Act.

Grant Reimbursement

A reimbursement method by which local health departments are reimbursed based upon the understanding that State dollars will be paid up to total costs in relation to the State's share of the total costs and up to the total state allocation as agreed to in the approved budget. This reimbursement approach is not directly dependent upon whether a specified level of performance is met by the local health department. Department funding under this reimbursement method is allocable and a source before any local funding requirements unless a special local match condition exists.

Performance Level If Applicable

The Performance Level column specifies the minimum state funded performance target percentage for all program elements/funding sources utilizing the performance reimbursement method (see above). If the program elements/funding source utilizes a reimbursement method other than performance or if a target is not specified, N/A (not available) appears in the space provided.

Performance Target Output Measures

Performance Target Output Measure column specifies the output indicator that is applicable for the program elements/ funding source utilizing the performance reimbursement method. Output measures are based upon counts of services delivered.

Relationship Designation

The Subrecipient, Contractor, or Recipient Designation column identifies the type of relationship that exists between the Department and grantee on a program-by-program basis. Federal awards expended as a subrecipient are subject to audit or other requirements of Title 2 Code of Federal Regulations (CFR). Payments made to or received as a Contractor are not considered Federal awards and are, therefore, not subject to such requirements.

Subrecipient

A subrecipient is a non-Federal entity that expends Federal awards received from a pass-through entity to carry out a Federal program, but does not include an individual that is a beneficiary of such a program; or is a recipient of other Federal awards directly from a Federal Awarding agency. Therefore, a pass-through entity must make case-by-case determinations whether each agreement it makes for the disbursement of Federal program funds casts the party receiving the funds in the role of a subrecipient or a contractor. Subrecipient characteristics include:

- Determines who is eligible to receive what Federal assistance;
- Has its performance measured in relation to whether the objectives of a Federal program were met;
- Has responsibility for programmatic decision making;
- Is responsibility for adherence to applicable Federal program requirements specified in the Federal award; and
- In accordance with its agreements uses the Federal funds to carry out a program for a public purpose specified in authorizing status as opposed to providing goods or services for the benefit of the pass-through entity.

Contractor

A Contractor is for the purpose of obtaining goods and services for the non-Federal entity's own user and creates a procurement relationship with the Grantee. Contractor characteristics include:

- Provides the goods and services within normal business operations;
- Provides similar goods or services to many different purchasers;
- Normally operates in a competitive environment;
- Provides goods or services that are ancillary to the operation of the Federal program; and
- Is not subject to compliance requirements of the Federal program as a result of the agreement, though similar requirements may apply for other reasons.

In determining whether an agreement between a pass-through entity and another non-Federal entity casts the latter as a subrecipient or a contractor, the substance of the relationship is more important than the form of the agreement. All of the characteristics listed above may not be present in all cases, and the pass-through entity must use judgment in classifying each agreement as a subaward or a procurement contract.

Recipient

A Recipient is for grant agreement with no federal funding.

Amendment Schedule

	Request Due Date	Amendment Type
Amendment #1 (new projects and end date changes only)	NA - Program Only Requests	New Projects Only
Amendment #2	November 19, 2025	Allocation and Budget Category Changes
Amendment #3	February 18, 2026	Allocation and Budget Category Changes
Amendment #4 (Final)	May 6, 2026	Allocation and Budget Category Changes

Agencies need to request budget category changes to the program office via email by the due date.

Project Title	Name	EMAIL
Administration Projects	Laura de la Rambelje	delarambeljel@michigan.gov
Adolescent STI Screening	Beverly Haske	haskeb@michigan.gov
Body Art Fixed Fee	Candice Lee	leec@michigan.gov
Breast & Cervical Cancer Control (BCCCP) Coordination	Polly Hager	hagerp@michigan.gov
CAHC Renovation - All Locations	Taggert Doll	dollt@michigan.gov
Child and Adolescent Health Center Program - All Locations	Taggert Doll	dollt@michigan.gov
Childhood Lead Poisoning Prevention	Carin Speidel	speidelc@michigan.gov
Children's Special Hlth Care Services (CSHCS) Care Coordination	Kelly Schoenherr-Gram	Gramk2@michigan.gov
Children's Special Hlth Care Services (CSHCS) Outreach & Advocacy	Kelly Schoenherr-Gram	Gramk2@michigan.gov
CLPP Lead Expansion	Carin Speidel	speidelc@michigan.gov
Combating Antimicrobial Resistant Gonorrhea and Other STIs	Beverly Haske	haskeb@michigan.gov
Community Blood Lead Testing	Carin Speidel	speidelc@michigan.gov
CSHCS Medicaid Elevated Blood Lead Case Mgmt	Carin Speidel	speidelc@michigan.gov
CSHCS Medicaid Outreach	Kelly Schoenherr-Gram	Gramk2@michigan.gov
Diabetes Health Equity Advancement	Lauren Neely	NeelyL1@michigan.gov
Disease Intervention Specialist Workforce	Beverly Haske	haskeb@michigan.gov
Eastern Equine Encephalitis Virus Surveillance Project	Mary G Stobierski	stobierskim@michigan.gov
Eat Safe Fish	Christopher Finch	finchc2@michigan.gov
EEEH - All Locations	Taggert Doll	dollt@michigan.gov
EGLE Drinking Water and Onsite Wastewater Management	Austin Munro	munroa1@michigan.gov
Emerging Threats - Hepatitis C	Macey Ladisky	ladiskym@Michigan.gov
Empowering Youth Today	Robyn Corey	CoreyR1@michigan.gov
Ending the HIV Epidemic Implementation	Beverly Haske	haskeb@michigan.gov
Ending the HIV Epidemic - WCJ Testing	Beverly Haske	haskeb@michigan.gov
Family Planning Services	Steve Utter	utters@michigan.gov
Fetal Alcohol Spectrum Disorders Community Projects	Kim Kovalchick	KovalchickK@michigan.gov
Fetal Infant Mortality Review (FIMR) Case Abstraction	Kim Kovalchick	KovalchickK@michigan.gov
FFPSA HV Expansion	Charisse Sanders	sandersc2@michigan.gov
FIMR Interviews	Kim Kovalchick	KovalchickK@michigan.gov
Food ELPHS	Loren Hilts	HiltsL@michigan.gov
Harm Reduction Capacity Expansion	Macey Ladisky	ladiskym@Michigan.gov
Harm Reduction Support Match	Macey Ladisky	ladiskym@Michigan.gov
Harm Reduction Supply Support	Macey Ladisky	ladiskym@Michigan.gov
Healthy Community Zones	Krystal Quartermus	QuartermusK@michigan.gov
Hearing ELPHS	Jennifer Dakers	dakersj@michigan.gov
HIV & STI Testing and Prevention	Beverly Haske	haskeb@michigan.gov
HIV / STI Partner Services	Beverly Haske	haskeb@michigan.gov
HIV Care Coordination	Beverly Haske	haskeb@michigan.gov
HIV Centers for Cluster and Outbreak Response Enhancement	Beverly Haske	haskeb@michigan.gov
HIV Data to Care	Beverly Haske	haskeb@michigan.gov
HIV Housing Assistance	Beverly Haske	haskeb@michigan.gov
HIV/AIDS Linkage to Care Project	Beverly Haske	haskeb@michigan.gov
HIV PrEP Clinic	Beverly Haske	haskeb@michigan.gov
HIV PrEP Mobile Clinic	Beverly Haske	haskeb@michigan.gov
HIV Prevention	Beverly Haske	haskeb@michigan.gov
HIV Prevention - Forest Community Health	Beverly Haske	haskeb@michigan.gov
HIV Ryan White Part B	Beverly Haske	haskeb@michigan.gov
HIV Ryan White Part B MAI	Beverly Haske	haskeb@michigan.gov
Housing Opportunities for People Living with HIV/AIDS	Jessica Altenbernt	altenberntj@michigan.gov
Immunization Action Plan (IAP)	Heidi Loynes	loynesh@michigan.gov
Immunization Fixed Fees	Heidi Loynes	loynesh@michigan.gov
Immunization Vaccine Quality Assurance	Heidi Loynes	loynesh@michigan.gov
Infant Safe Sleep	Kim Kovalchick	KovalchickK@michigan.gov
Infection Prevention and Healthcare- Associated Infections Response Support	Brenda Brennan	brennanb@michigan.gov
Informed Consent	Laura de la Rambelje	delarambeljel@michigan.gov
Laboratory Services Bio	Marty Soehnlen	soehnlenm@michigan.gov
Lactation Consultant	Kim Kovalchick	KovalchickK@michigan.gov
Lead Education and Faucet Replacement Program	Samantha Crisci	CrisciS@michigan.gov
Lead Education and Faucet Replacement Program Allocated	Samantha Crisci	CrisciS@michigan.gov
Local Health Department (LHD) Sharing Support	Laura de la Rambelje	delarambeljel@michigan.gov
Local Public Health Nursing Case Management	Angela Medina	MedinaA@michigan.gov

Maternal Infant Erly Chd Home Visiting Initiative Rural Local Home Visiting Grp3	Charisse Sanders	sandersc2@michigan.gov
MCH - All Other	Jessica Hamel	HamelJ5@michigan.gov
MCH - Children	Jessica Hamel	HamelJ5@michigan.gov
MDHHS-Essential Local Public Health Services (ELPHS)	Laura de la Rambelje	delarambeljel@michigan.gov
Medicaid Outreach	Kyle Norman	NormanK3@michigan.gov
MI Adolescent Pregnancy & Parenting Program	Hillary Brandon	BrandonH@michigan.gov
MI Home Visiting Initiative Rural Expansion Grant	Charisse Sanders	sandersc2@michigan.gov
MIECHVP Healthy Families America Expansion	Charisse Sanders	sandersc2@michigan.gov
Neighborhood Wellness Centers	Carry Tarry	tarryc@michigan.gov
Nurse Family Partnership Medicaid Outreach	Charisse Sanders	sandersc2@michigan.gov
Nurse Family Partnership Services	Charisse Sanders	sandersc2@michigan.gov
Opioid Affected Youth Iniative	Charisse Sanders	sandersc2@michigan.gov
Oral Health- Kindergarten Assessment	Michele Kawabe	KawabeM@michigan.gov
Public Health Emergency Preparedness (PHEP) 10/1 - 6/30	Janis Tipton	tiptonj2@michigan.gov
Public Health Emergency Preparedness (PHEP) CRI 10/1 - 6/30	Janis Tipton	tiptonj2@michigan.gov
Public Health Infrastructure	Laura de la Rambelje	delarambeljel@michigan.gov
Regional Health Advisory Councils	Yesenia Murillo	murilloy@michigan.gov
Regional Perinatal Care System	Deanna Charest	charestd@michigan.gov
SDOH Hub Pilot	Ninah Sasy	sasyn@michigan.gov
SEAL! Michigan Dental Sealant	Christine Farrell	farrellc@michigan.gov
Sexually Transmitted Infection (STI) Control	Beverly Haske	haskeb@michigan.gov
Shepard Schools CAHS	Taggert Doll	dollt@michigan.gov
Statewide Lead Case Management - Fixed Fee	Carin Speidel	speidelc@michigan.gov
STI Prepaid Testing	Marty Soehnlen	soehnlenm@michigan.gov
STI Specialty Services	Beverly Haske	haskeb@michigan.gov
Substance Use Home Visiting	Charisse Sanders	sandersc2@michigan.gov
Tobacco Control Grant Program	Julia Hitchingham	hitchinghamj@michigan.gov
Treatment without Borders DIS Intervention Workforce	Beverly Haske	haskeb@michigan.gov
Tuberculosis (TB) Control	Peter Davidson	davidsonp@michigan.gov
Vector-Borne Surveillance & Prevention	Mary G Stobierski	stobierskim@michigan.gov
Vision ELPHS	Taggert Doll	dollt@michigan.gov
West Nile Virus Community Surveillance	Mary G Stobierski	stobierskim@michigan.gov
WIC Breastfeeding	Cecilia Hutson	hutsonc1@michigan.gov
WIC Migrant	Cecilia Hutson	hutsonc1@michigan.gov
WIC Resident Services	Cecilia Hutson	hutsonc1@michigan.gov
Wisewoman	Polly Hager	hagerp@michigan.gov
Youth & School Tobacco Project	Julia Hitchingham	hitchinghamj@michigan.gov

PROJECT:
Adolescent Sexually Transmitted Infection (STI) Screening
Sexually Transmitted Infection (STI) Specialty Services
Sexually Transmitted Infection (STI) Control

Project Synopsis

A. Sexually Transmitted Infections (STIs) result in excessive morbidity, mortality, and health care cost. The purpose of this project is to provide a community access point for specialty STI clinical service with a focus on the LGBTQ+ community. Women, especially those of child-bearing age, and adolescents are particularly at risk for negative health outcomes. Local health STI programs ensure prompt reporting of cases, provide screening and treatment services for Michigan's citizens, and respond to critical morbidity increases in their jurisdiction.

B. Adolescent Sexually Transmitted Infection (STI) Screening (Project Code – ADOLSTD): Adolescents and young adults experience elevated rates of infection in Michigan and across the country. Individuals 15-24 years of age will be screened for chlamydia and gonorrhea at the following Oakland County sites:

    1. Oakland County Main Jail
    2. Oakland County Work Release
    3. Oakland County Community Sites where Priority Population Gathers

Reporting Requirements (if different than agreement language):

Report	Period	Due Date(s)	How to Submit Report
Adolescent Sexually Transmitted Infection (STI) Screening			
Quarterly report of screening and treatment activity	Quarterly	15 days after the end of the quarter	Email to MDHHS contract liaison
Sexually Transmitted Infection (STI) Specialty Services			
Quarterly Progress Data Report	Quarterly	30 days after the end of the quarter	Email MDHHS-HIVSTIOperations@michigan.gov
Rapid STI/POC Testing - CRF	As needed in the event of a reactive result	Within 24 hours of confirmed positive case	Contact local health department via fax or phone to report the case
Lab STI Specimen – CRF	As needed in the event of a reactive result	Within 7 days of confirmed positive case	Contact local health department via fax or phone to report the case

Sexually Transmitted Infection (STI) Control			
STI 340B Utilization/Inventory Report	Quarterly	Within 10 days after the end of the quarter	Log into SGRX340BFlex.com website, generate a quarterly report on the reporting tab, and it will be transferred automatically to ScriptGuide/BHSP

Grantee Specific Requirements

A. Utilizing the identified project sites:

1. Test at least 100 adolescents and young adults per month, using NAAT tests for gonorrhea and chlamydia.
2. Collect race, gender, age, test result, and treatment date for all tests.
3. Refer clients for further health evaluation if indicated.
4. Provide client centered risk reduction plan, promoting abstinence.
5. Treat all positives on site if possible.
6. Contact positive clients that are released prior to treatment with treatment options in community.
7. Promote self-notification of partners.
8. Develop one annual slide set highlighting year end data by demographic variable including trend data.
9. Continue to promote awareness of prevalence of STIs within adolescent and young adult populations.

Grant Program Operation

A. Maintain core STI clinical service, including prioritizing the testing, treatment of individuals referred by MDHHS DIS; this includes people reported with a positive lab result and those identified as contacts to incident cases of syphilis, gonorrhea, and HIV.

B. Participate in technical assistance/capacity development, quality assurance, and

program evaluation activities as directed by Bureau of HIV and STI Programs/Sexually Transmitted Infections (BHSP/STI).

C. Implement program standards and practices to ensure the delivery of culturally, linguistically, and developmentally appropriate services. Standards and practices must address sexual minorities.

D. For gonorrhea and chlamydia cases in the Michigan Disease Surveillance System, 50% shall be completed within 30 days and 60% within 60 days from the date of specimen collection.

Meeting Requirements

A. BHSP requires one person from each agency to attend required subrecipient meetings each contract year. Meetings may be either virtual or in person.

B. The guiding principle of these meetings is to keep Grantees informed and in compliance with state and federal policies and procedures.

C. Meetings notifications are shared via contact monitors, through SHOARS and will be listed on the MDHHS Training Calendar.

D. For in-person meetings, grant funds should be utilized to support travel.

E. The Grantee, as per BHSP standards and compliance, are mandated to require relevant staff members to attend the meetings.

F. For any special accommodations or needs please communicate with your contract monitor.

Mandatory Disclosures

A. Inform BHSP at least two weeks prior to changes in clinic operations (i.e., key staff, hours of operation, scope of service).

B. The Grantee will provide immediate notification to BHSP, in writing, including but not limited to the following events:

1. Any formal grievance initiated by a client and subsequent resolution of that grievance.

2. Any event occurring or notice received by the Grantee or subcontractor, that reasonably suggests that the Grantee or subcontractor may be the subject of, or a defendant in, legal action. This includes, but is not limited to, events or notices related to grievances by service recipients or Grantee or subcontractor employees.

3. Any staff vacancies funded for this project that exceed 30 days.

C. All notifications should be made to BHSP MDHHS-HIVSTIoperations@michigan.gov and MDHHS-SHOARS-SUPPORT@michigan.gov

Any additional requirements (if applicable)

A. In partnership with MDHHS, provide technical assistance and capacity building to ensure the Public Health STD Clinic adheres to MDHHS and CDC screening, diagnostic and treatment recommendations and guidelines.

B. Monitoring and evaluation of targeted screening and referrals provided internally and supported via contractual agreements.

1. Ensure timely entry of client encounter information into Aphirm

C. Conduct community awareness building activities to increase STI and HIV knowledge, including points of access for service.

D. By September 30, distribute MDHHS determined allocation worth of condoms, lube, dental dams, and display equipment/materials.

E. Participate in MDHHS convened meetings regarding chlamydia and gonorrhea screening as requested.

Technical Assistance

A. Technical assistance (TA) requests must be submitted via the MDHHS SHOARS system. In addition, if your contract is to be amended, the request will have to be logged into SHOARS. Registration instructions and further information can be found at: SHOARS support.

B. Recipient agency must register an Authorized Official, Financial Officer and Program Manager in the BHSP SHOARS system. These roles must match what the agency has listed for these roles in the EGrAMS system. If you have access related questions, contact MDHHS-SHOARS-SUPPORT@michigan.gov.

PROJECT: Body Art Fixed Fee

Project Synopsis

This agreement is intended to establish a payment schedule to the Grantee, following notification of a completed inspection and recommendation for issuance of license. The intent is to help offset costs related to the licensing of a body art facility, when fees are collected from the respective Grantee's jurisdiction in accordance with Section 13101-13111 of the Public Health Code, Public Act 149 of 2007, which was updated on December 22, 2010 and is now Public Act 375.

Reporting Requirements

The Department will reimburse the Grantee on a quarterly basis according to the following criteria:

Facility License for 2025 Reimbursement Rates

1. Initial annual license for a Body Art Facility prior to July 1
   - $328.49 (50% of state fee)

2. Initial annual license for a Body Art Facility on or after July 1
   - $164.25 (50% of state fee)

3. Issue a temporary license for a Body Art Facility
   - $147.81 (75% of state fee)

4. License renewal prior to or on December 1
   - $328.49 (50% of state fee)

5. License renewal after December 1
   - $492.74 (50% of state fee + 50% late fee penalty)

6. Duplicate license
   - $32.84

Facility License for 2026 Reimbursement Rates

7. Initial annual license for a Body Art Facility prior to July 1
   - $332.76 (50% of state fee)

8. Initial annual license for a Body Art Facility on or after July 1
    - $166.38 (50% of state fee)

9. Issue a temporary license for a Body Art Facility
    - $149.73 (75% of state fee)

10. License renewal prior to or on December 1
    - $332.76 (50% of state fee)

11. License renewal after December 1
    - $499.14 (50% of state fee + 50% late fee penalty)

12. Duplicate license
    - $33.26

Payment will be made for those body art facilities that have applied and paid in full to the Department, following notification of a completed inspection and recommendation for issuance of license. Please note that the fees in the list above are based on 2025 and 2026 license reimbursement rates and are subject to change with the Consumer Price Index.

Any additional requirements (if applicable)

The Grantee is authorized to enforce PA 375 and conduct an inspection of all body art facilities under its jurisdiction, investigate complaints, and enforce licensing regulations and requirements. The Grantee must complete a Body Art Facility Inspection Report [DCH-1468 (07-09)], as provided by the Department, or other report form approved by the Department that meets, at minimum, all standards of the state inspection report. Only body art facilities that have applied for licensure should be inspected. All body art facilities must be inspected annually. Initial licenses will only be released from the Department following notification of a completed inspection and upon recommendation by the Grantee.

Completed inspection reports should be signed by the facility owner and recommendation for licensure should be forwarded to the Department within two to four weeks following the inspection. Reports should be entered via the online interface.

PROJECT: Breast and Cervical Cancer Control Navigation Program

Project Synopsis

The Breast and Cervical Cancer Control Navigation Program (BC3NP) provides individualized assistance to low-income women, < 250% FPL, in overcoming barriers that may impede their access to receiving breast and cervical cancer services. Services are provided to uninsured and underinsured women enrolled in the program. Women identified for priority enrollment in the program are those women in hard-to-reach populations that have limited access to cancer screening services.

Breast and/or cervical screening and diagnostic services are reimbursed for uninsured and underinsured low-income women enrolled through the program that meet the following criteria:

- Age 21-64; self-referred, referred from a BC3NP provider or a non-BC3NP provider and requires cervical cancer screening and/or diagnostic services for an identified cervical screening abnormality.

- Age 40-64; self-referred, referred from a BC3NP provider or a non-BC3NP provider and requires breast cancer screening and/or diagnostic services for an identified abnormality.

- Age 21-39; referred from either a BC3NP or non-BC3NP provider with an abnormal breast finding requiring diagnostic follow-up to rule out or confirm a breast cancer diagnosis.

Additional Reporting Requirements

A statewide database called the Michigan Breast and Cervical Information System (MBCIS) is maintained by MDHHS and the Cancer Prevention and Control Section (CPCS). Instructions for use of MBCIS will be provided to agencies that contribute data to this database. The CPCS will exchange relevant program reports with appropriate contractors through encrypted email or a secure file transfer system.

Any additional requirements (if applicable)

For specific BC3NP requirements, refer to the most current BC3NP Policies and Procedures or visit www.michigan.gov/BC3NP.

PROJECT: Child and Adolescent Health Center Program – All Locations

Project Synopsis

A major role of the CAHC program is to provide a safe and caring place for children and adolescents to receive needed medical care and support, learn positive health behaviors, and prevent diseases, resulting in healthy youth who are ready and able to learn and become educated, productive adults. CAHCs assist eligible children and adolescents with enrollment in Medicaid and provide access to Medicaid preventive services.

Reporting Requirements (if different than contract language)

A. The Grantee shall submit the following reports on the following dates:

- Quarterly and year end Program Data Report: Due 30 days after the end of the reported quarter

B. Any such other information as specified in the Statement of Work, Attachment A shall be developed and submitted by the Grantee as required by the Contract Manager.

C. Reports and information shall be submitted to the Contract Manager as follows:

- Quarterly Program Data Report: via the Child and Adolescent Health Center Clinical Reporting Tool located at Clinical Reporting Tool (knack.com)
- Quarterly and year end Program Report: email

D. The Contract Manager shall evaluate the reports submitted as described in Attachment C, Items A. and B. for their completeness and adequacy.

E. The Grantee shall permit the Department or its designee to visit and to make an evaluation of the project as determined by Contract Manager.

Any additional requirements (if applicable)

Funding Eligibility

To be eligible for funding, all applicants must provide signed assurance that referrals for abortion services or assistance in obtaining an abortion will not be provided as part of the services (MCL §388.1766). For programs providing services on school property, signed assurance is required that family planning drugs and/or devices will not be prescribed, dispensed or otherwise distributed on school property as mandated in the Michigan School Code (MCL §380.1507). Applicants must assure compliance with all federal and state laws and regulations prohibiting discrimination and with all requirements and regulations of MDE and MDHHS.

Target Populations to be Served

Proposals should focus on the delivery of health services to ages 5-21 years at school-based sites, and 10-21 years at school-linked sites, in geographic areas where it can be documented that health care services that are accessible and acceptable to children and adolescents require enhancement or do not currently exist. The children (birth and up) of the adolescent target population may also be served where appropriate. Funding may be used to provide clinical services to students receiving special education services up to 26 years of age.

Technology

Successful applicants are required to have an accessible electronic mail account (email) to facilitate ongoing communication. All successful applicants will be added to a CAHC program list serve, which is the primary vehicle for communication from the State.

Successful applicants must have the necessary technology and equipment to support billing and reimbursement from third party payers. Refer to Reference A, Minimum Program Requirements which describes the billing and reimbursement requirements for all grantees.

Training

At least one staff member is required to attend a yearly Michigan Department of Health and Human Services CAHC Annual Meeting in the fall, as announced by the MDHHS team.

Other trainings as required by MDHHS.

Unallowable Expenses

The following costs are not allowed with this funding:

- The purchase or improvement of land
- Fundraising activities
- Political education or lobbying, including membership costs for advocacy or lobbying organizations
- Indirect costs

The following restrictions are in effect for this funding:

- Funds may not be used to refer a student for an abortion or assist a student in obtaining an abortion (MCL §388.1766).

- Funds may not be used to prescribe, dispense or otherwise distribute a family planning drug or device in a public school or on public school property (MCL §380.1507).

- Funding may not be used to serve the adult population (ages 22 years and older), with the exception of students up to 26 years of age who are receiving special education services.

- Funds may not be used to supplant or replace an existing program supported with another source of funds or for ongoing or usual activities of any organization involved in the project.

MINIMUM PROGRAM REQUIREMENTS CHILD AND ADOLESCENT HEALTH CENTERS
CLINICAL AND ALTERNATIVE CLINICAL MODELS
(Effective October 1, 2025)

ELEMENT DEFINITION:

Services provided through the Child and Adolescent Health Center Program are designed specifically for children and adolescents ages 5 through 21 years* and are aimed at achieving the best possible physical, intellectual, and emotional health status. The infants and young children of adolescents can also be served through this program.

Included in this element are school-based health centers; and school-linked adolescent-only health centers (which serve only adolescents between the ages of 10 through 21 years) designed to provide comprehensive primary care, psychosocial and mental health services, health promotion/disease prevention, and outreach services.

MINIMUM PROGRAM REQUIREMENTS:

1. The health center shall provide a range of health and support services based on a needs assessment of the target population/community and approved by the community advisory council. The services shall be of high quality, accessible, and acceptable to youth in the target population. Age-appropriate prevention guidelines and screening tools must be utilized.

    a) Clinical services shall include, at a minimum: primary care including health care maintenance, immunization assessment and administration using the MCIR, care of acute and chronic conditions; confidential/minor consented services as allowed by state and/or federal law; health education and risk reduction counseling; and referral for other services not available at the health center. (See Attachment 1: Services Detail).
    b) Comprehensive mental health services shall include, at minimum: mental health care in prevention, intervention, and referral for other services not available at the site location. Consented services are provided to the individual population, with the option of group therapy. Minor consented confidential mental health care should be provided as allowed by state

and/or federal law (See Attachment 1: Service Detail).

2. Clinical and mental health services shall meet the recognized current standards of practice for care and treatment for the population served.

3. The health center shall not provide abortion counseling, services, or make referrals for abortion services.

4. The health center, if on school property, shall not prescribe, dispense, or otherwise distribute family planning drugs and/or devices.

* Indicates services may be provided, if desired and with appropriate training, for 3- and 4-year-old clients and up to age 26 for individuals that are eligible for Special Education services.

5. The health center shall provide Medicaid outreach services to eligible youth and families and shall adhere to Child and Adolescent Health Centers and Programs outreach activities as outlined in MSA 18-41.

6. If the health center is located on school property, or in a building where K-12 education is provided, there shall be a current interagency agreement defining roles and responsibilities between the sponsoring agency and the local school district. This shall be signed by appropriate parties representing the school(s) and sponsoring agency.

   Written approval by the school administration (e.g., Superintendent, Principal) and local school board exists for the following:

   a) Location of the health center.
   b) Administration of a needs assessment process to determine priority health services for the population served, which includes, at a minimum, a risk behavior survey for adolescents served by the health center.
   c) Parental consent policy.
   d) Services rendered in the health center.

7. The health center shall be located in one school building or an easily accessible alternate location.

8. The health center shall be open during hours accessible to its target population, and provisions must be in place for the same services to be delivered during times when school is not in session. Not in session refers to times of the year when schools are closed for extended periods such as holidays, spring breaks, and summer vacation. The school-based health center shall designate specific hours for services to be provided to adolescents only (when the center serves both children aged 5 to 10 and adolescents), and a policy shall exist to this effect. These provisions shall be posted and explained to clients.

   Clinical Centers: The health center shall provide clinical services a minimum of five days per week. Total primary care provider clinical time shall be at least 30 hours per week. Total primary care provider clinical time shall be at least 30 hours per

week over five days. Full time (or full time equivalent) mental health counseling and/or services must be provided as part of this program a minimum of five days per week. Hours of operation must be posted in areas frequented by the target population.

Alternative Clinical Centers: The health center shall provide clinical services a minimum of three consistent days per week. Total primary care provider clinical time shall be at least 24 hours per week. Mental health counseling and/or services must be provided as part of this program at least 24 hours per week over at least three days. Hours of operation must be posted in areas frequented by the target population.

The health center shall have a written plan for after-hours and weekend care, which shall be posted in the health center including external doors and explained to clients. An after-hours answering service and/or voicemail with instructions on accessing after-hours care is required.

9. The health center shall have a licensed physician, nurse practitioner or physician assistant that serves as Medical Director. A nurse practitioner or physician assistant serving as Medical Director of a health center should have clinical supervision by a physician and follow all legal requirements.

10. The health center staff shall operate within their scope of practice as determined by certification and applicable agency policies:

    a) The center shall be staffed by a certified nurse practitioner (FNP, PNP), licensed physician, or a licensed physician assistant working under the supervision of a physician. Nurse practitioners must be a Family Nurse Practitioner (FNP) or Pediatric Nurse Practitioner (PNP); must be certified or eligible for certification in Michigan; accredited by an appropriate national certification association or board; and have a current, signed collaborative practice agreement with the medical director or designee. Physicians and physician assistants must be licensed to practice in Michigan.
    b) The health center shall have a mental health provider licensed to practice in Michigan who has a minimum master's level degree in an appropriate discipline (Social Work-Clinical (MSW), Marriage and Family Therapist (MFT), Licensed Professional Counselor (LPC), or psychologist - limited licenses are accepted with proper supervision). Clinical supervision must be provided for all fully licensed mental health providers. For those master's level providers that hold a limited license working towards full licensure, clinical supervision must be in accordance with licensure laws/mandates and be provided by a fully licensed provider of the same degree while completing hours toward full licensure.

11. The health center shall establish and implement processes for notification to parents/guardians, school staff (when allowable and appropriate), primary care provider (PCP) and/or other health care providers.

a) Communication must not breach the confidentiality of the client regarding notification and exchange of information while complying with all applicable laws (e.g., HIPAA, FERPA and Michigan statutes governing minors' rights to access care).
b) Communication with the client's parent/guardian and identified PCP (if applicable) will be based on criteria established by the provider (clinical or mental health) and Medical Director/fiduciary.

12. The health center shall implement continuous quality improvement (CQI) for medical and mental health services. Components of CQI shall include:

    a) Practice and client record review shall be conducted at least twice annually by an appropriate peer and/or other peer-level staff within or outside of the sponsoring agency, to determine that conformity exists with current standards of care. A system shall also be in place to implement corrective actions when deficiencies are noted.
    b) A CQI Coordinator shall be identified. CQI meetings, that include staff of all disciplines working in the health center, shall be held at least quarterly. These meetings shall include discussion of reviews, client satisfaction survey and any identified clinical issues.
    c) Completing, updating, or having access to a needs assessment process conducted within the last five years to determine the health needs of the population served including, at a minimum, a risk behavior survey when for adolescents are served by the health center.
    d) Conducting a client satisfaction survey, at a minimum, annually.
    e) At minimum, one CQI project shall be conducted annually.

13. Each health center shall implement one evidence-based intervention with fidelity or clinical intervention in the approved focus areas as determined through needs assessment data (For approved focus areas, see Attachment 2: Focus Area-Intervention).

14. A local community advisory council (CAC) shall be established and operated as follows:

    a) A minimum of two meetings per year.
    b) The council must be representative of the community and include a broad range of stakeholders such as school staff.
    c) One-third of council members must be parents/guardians/caregivers of school-aged children/youth.
    d) Health care providers shall not represent more than 50% of the council.
    e) The council must approve the following policies, and the health center must develop applicable procedures:

        1. Parental consent policy.
        2. Requests for medical records and release of information that include the role of the non-custodial parent and parents with joint custody.
        3. Confidential services as allowed by state and/or federal law.

4. Disclosure by clients or evidence of child physical or sexual abuse, and/or neglect.

f) Youth input to the council shall be maintained through either membership on the established advisory council; a separate youth advisory council where feedback is shared with the CAC; or through other formalized mechanisms of involvement and input.

15. The health center shall have space and equipment adequate for private physical examinations, private counseling, reception, laboratory services, secured storage for supplies and equipment, and secure paper and/or electronic client records. The physical facility must be barrier-free, clean, safe, confidential, welcoming, and comfortable and reflect the ages of the population(s) served.

16. The health center staff shall follow all Occupational Safety and Health Act guidelines to ensure protection of health center personnel and the public.

17. The health center shall conform to the regulations determined by the Department of Health and Human Services for laboratory standards.

18. The health center shall establish and implement a sliding fee scale, which is not a barrier to care for the population served. Clients must not be denied services because of inability to pay. CAHC funding is in place to support overall program operations including provider time. The sponsoring agency(s) are responsible to offset any outstanding balances for direct health services to avoid collection notices and/or referrals to collection agencies for payment.

19. The health center shall establish and implement a process for billing Medicaid, Medicaid Health Plans and other third-party payers.

20. The billing and fee collection processes do not breach the confidentiality of the client.

21. Revenue generated from the health center must be used to support health center operations and programming.

22. The health center shall have processes in place and identify staff responsibilities for handling emergencies on and off-site that define:

a) Site-specific building emergency instructions that are posted, readily accessible, reviewed, and updated regularly.
b) Medical and mental health emergencies within the health center (onsite).
c) School district responsibilities related to emergencies and how the CAHC staff may be involved in limited capacities within the school/offsite.

CHILD AND ADOLESCENT HEALTH CENTERS CLINICAL AND ALTERNATIVE CLINICAL MODELS

Attachment 1: Services Detail

The following health services are required (unless otherwise noted) as part of the Child and Adolescent Health Center service delivery plan:

PRIMARY CARE SERVICES

Required:

- Comprehensive physical exams
- Preventative care visits
- AAP periodicity schedule/EPSDT screenings and exams
- Hearing and vision screening
- Comprehensive health screening/risk assessment/other screening and anticipatory guidance
- Individual health education per assessments, condition and normal development
- Laboratory services:
  1. CLIA Waived testing
  2. Specimen collection for outside lab testing

Recommended:

- Other diagnostic, screening and/or preventive services
  - Tympanometry
  - Preventive oral applications
  - Spirometry
  - Telehealth capabilities
  - EKG
  - Office microscopy

MENTAL HEALTH SERVICES

Required:

- Mental Health services provided by a master's level mental health provider.
- Services provided are intended to assist children and adolescents experiencing mild to moderate severity of need.
- Services include, screening, assessing, diagnosing, treatment planning, discharge, follow up, education and referrals (as needed).

Recommended:

- Treatment groups using evidence-based curricula and interventions.
- School staff training and professional development relevant to mental health.
- Building level promotion, such as school climate initiatives, bullying prevention, suicide prevention programs, etc.
- Classroom education related to mental health topics.
- Case management to and partnerships with other private/public social service agencies.

ILLNESS/INJURY CARE

- Minor injury assessment/treatment and follow up
- Acute illness assessment/ treatment and follow up &/or referral

CHRONIC CONDITIONS CARE

- Includes assessment, diagnosis and treatment of a new condition
- Maintenance of existing conditions based on need, collaborations with PCP/specialist or client/parental request
- Chronic conditions may include: asthma, diabetes, sickle cell, hypertension, obesity, metabolic syndrome, depression, allergy, skin conditions or other specific to a population

IMMUNIZATIONS

- Screening and assessment utilizing the MCIR and other data
- Complete range of routine and seasonal immunizations stocked onsite for the target population utilizing Vaccine for Children and private stock
- Administration of immunizations
- Appropriate protocols, equipment, medication to handle vaccine reactions

HEALTH EDUCATION

- Group health education on preventive health topics or other related to the population/s served

ON-SITE TELEHEALTH (if provided)

- If telehealth services are offered, they can be used as a supplemental service to the required face-to-face and cannot be done at a full-time capacity.
- When providing any services by telehealth, the provider(s) must be physically located at the funded program location.
- Utilize telehealth equipment
- Follow-up as appropriate
- Follow established guidelines for telehealth practices and documentation

STI, HIV, and REPRODUCTIVE HEALTH SERVICES

- Education and counseling appropriate for age, other demographics of the target population, and needs assessment data
- Onsite testing and treatment for STIs
- Onsite HIV counseling and testing (rapid or blood draw); and referral for treatment
- Onsite pregnancy testing and reproductive health services; and referral for prenatal/pregnancy related care, if not provided by the health center (abortion services, counseling and referral prohibited per state law)
- Contraceptive prescribing, dispensing, and distributing are not allowed on school property.

MINOR-CONSENTED SERVICES AS DEFINED BY MICHIGAN AND/OR FEDERAL LAW

- Mental health counseling (14 years or older) 12 visits or 4 months (whichever comes first)
- Pregnancy testing
- STI counseling, testing and treatment
- HIV counseling and testing

REFERRALS

Referral for services not provided in the CAHC is required.

- Onsite (e.g., CAHC medical provider to CAHC mental health provider or vice versa)
- There is a process in place for internal and external referrals for initiation, follow up (tracking), and close-out.

CHILD AND ADOLESCENT HEALTH CENTERS CLINICAL AND ALTERNATIVE CLINICAL MODELS

Attachment 2: Focus Areas Intervention

Each year, health centers and SWPs should review their needs assessment data to determine priority health issues that are of such significance to their target population to warrant an enhanced "focus" for the upcoming year. Each center is required to implement one evidence-based program or clinical intervention to begin to address the needs within the selected focus area(s).

FOCUS AREA TOPICS

- ALCOHOL/TOBACCO/OTHER DRUG PREVENTION
- HIV/AIDS/STI PREVENTION
- NUTRITION AND PHYSICAL ACTIVITY
- PREGNANCY PREVENTION
- SUICIDE PREVENTION
- TRAUMA
- VIOLENCE PREVENTION
- DEPRESSION/ANXIETY
- ASTHMA

Focus areas are meant to provide services above and beyond what would typically be provided in comprehensive primary care. It is expected that each of these focus areas will be a part of comprehensive primary care already, but intervention selected for the focus area requirement should be significantly beyond typical care. Strategies should be intensive, evidence-based, and include appropriate evaluation methods to assess impact and progress on meeting focus areas.

MINIMUM PROGRAM REQUIREMENTS
SCHOOL WELLNESS PROGRAM
(Effective 10/1/2025)

ELEMENT DEFINITION:

Services provided through the School Wellness Program are designed specifically for children and adolescents ages 5 through 21 years* and are aimed at achieving the best possible physical, intellectual, and emotional health status.

MINIMUM PROGRAM REQUIREMENTS:

1. The School Wellness Program (SWP) shall provide a range of health and support services based on a needs assessment of the target population/community and approved by the community advisory council. The services shall be of high quality, accessible, and acceptable to youth in the target population. Age-appropriate prevention guidelines and screening tools must be utilized.

    a) Individual health services provided by the nurse shall include screening/nursing assessments, case finding, immunization assessment and administration (administration optional), care for minor illnesses or injuries, chronic care interventions, confidential/minor consented services, basic lab testing (optional), health education/counseling, case management and/or referral to other SWP staff and external partners (See Attachment 1: Services Detail).
    b) Comprehensive mental health services shall include, at minimum: mental health care in prevention, intervention, and referral for other services not available at the site location. Consented services are provided to the individual population, with the option of group therapy. Minor consented confidential mental health care should be provided as allowed by state and/or federal law (See Attachment 1: Service Detail).

2. Nursing and mental health services shall meet the recognized standards of practice for care and treatment of the population served.

3. The SWP shall not provide abortion counseling, services, or make referrals for abortion services.

4. The SWP shall not prescribe, dispense, or otherwise distribute family planning drugs and/or devices.

5. The SWP shall provide Medicaid outreach services to eligible youth and families and shall adhere to Child and Adolescent Health Centers and Programs outreach activities 1 and 2 as outlined in MSA 18-41.

* Indicates services may be provided, if desired and with appropriate training, for 3- and 4-year-old clients.

6. There shall be a current interagency agreement defining roles and responsibilities between the sponsoring agency and the local school district. This shall be signed by appropriate parties representing the school(s) and sponsoring agency.

   Written approval by the school administration (e.g., Superintendent, Principal) and local school board exists for the following:

   a) Location of the SWP.
   b) Administration of a needs assessment process to determine priority health services for the population served, which includes, at a minimum, a risk behavior survey for adolescents served by the SWP.
   c) Parental consent policy.
   d) Services rendered through the SWP.

7. The SWP must be located on school property and shall provide services in no more than two school buildings.

8. The SWP shall provide clinical and mental health services a minimum of five (5) days a week when school is in session, and during hours accessible to the target population. Total clinical time for the nurse and mental health provider should be full- time (or full time equivalent) when school is in session. Summer hours are optional for the SWP and determined at the discretion of the sponsoring agency.

   The SWP shall designate specific hours for services to be provided to adolescents only (when the SWP serves both children aged 5* to 10 -year- olds and adolescents), and a policy exists to this effect. These provisions shall be posted and explained to clients.

   The SWP shall have a written plan for after-hours and weekend care, which shall be posted in the SWP including external doors and a plan to explain after-hours care to clients. An after-hours answering service and/or voicemail with instructions on accessing after-hours care is required.

9. The SWP shall have a licensed physician as a medical director who supervises the medical/clinical services provided, during hours of SWP operation, and who reviews and approves clinical policies, procedures, protocols, and standing orders.

10. The SWP staff shall operate within their scope of practice as determined by certification and applicable agency policies:

    a) The SWP shall have a registered nurse licensed to practice in the state of Michigan (bachelor's level nurse preferred).
    b) The SWP shall have a mental health provider licensed to practice in the state of Michigan who has a minimum master's level degree in an appropriate discipline (Social Work – Clinical (MSW), Marriage and Family Therapist

(MFT), Licensed Professional Counselor (LPC), or psychologist - limited licenses are accepted with proper supervision). Clinical supervision must be provided for all fully licensed mental health providers. For those master's level providers that hold a limited license working towards full licensure, clinical supervision must be in accordance with licensure laws/mandates and be provided by a fully licensed provider of the same degree while completing hours toward full licensure.

11. The SWP shall establish and implement processes for notification to parents/guardians, school staff (when allowable and appropriate), primary care provider (PCP) and/or other health care providers.

    a) Communication must not breach the confidentiality of the client regarding notification and exchange of information while complying with all applicable laws (e.g., HIPAA, FERPA and Michigan statutes governing minors' rights to access care).
    b) Communication with the client's parent/guardian and identified PCP (if applicable) will be based on criteria established by the provider (clinical or mental health) and Medical Director/fiduciary.

12. The SWP shall implement a continuous quality improvement (CQI) plan for nursing and mental health services. Components of the plan shall include at a minimum:

    a) Practice and client record review shall be conducted at least twice annually by peer-level staff within or outside of the sponsoring agency, to determine that conformity exists with current standards of care. A system shall also be in place to implement corrective actions when deficiencies are noted.
    b) A CQI Coordinator shall be identified. CQI meetings, that include all staff associated with the SWP program, shall be held at least quarterly. These meetings shall include discussion of reviews, client satisfaction survey and any identified clinical issues.
    c) Completing, updating, or having access to a needs assessment process conducted within the last five years to determine the health needs of the population served including, at a minimum, a risk behavior survey when adolescents are served by the SWP.
    d) Conducting client satisfaction surveys, at a minimum, annually.
    e) At minimum, one CQI project shall be conducted annually.

13. The SWP shall implement one evidence-based program with fidelity and/or clinical interventions in at least one of the approved focus areas, as determined through needs assessment data (for approved focus areas, see Attachment 2: Focus Areas Intervention).

14. A local community advisory council (CAC) shall be established and operated as follows:

    a) A minimum of two meetings per year.

b) The council must be representative of the community and include a broad range of stakeholders such as school staff.
c) One-third of council members must be parents/guardians/caregivers of school-aged children/youth.
d) Health care providers shall not represent more than 50% of the council.
e) The council must approve the following policies and the SWP must develop applicable procedures:
    1. Parental consent policy.
    2. Requests for medical records and release of information that include the role of the non-custodial parent and parents with joint custody.
    3. Confidential services as allowed by state and/or federal law.
    4. Disclosure by clients or evidence of child physical or sexual abuse, and/or neglect.
f) Youth input to the council shall be maintained through either membership on the established advisory council; a separate youth advisory council where feedback is shared with the CAC; or through other formalized mechanisms of involvement and input.

15. The SWP shall have space and equipment adequate for private visits, private counseling, secure storage for supplies and equipment (including laboratory and immunizations services if applicable), and secure paper and/or electronic client records. The physical facility must be barrier-free, clean, safe, confidential, welcoming, and comfortable and reflect the ages of the population(s) served.

16. The SWP shall follow all Occupational Safety and Health Act guidelines to ensure protection of SWP personnel and the public.

17. For SWPs participating in laboratory services, the SWP shall conform to the regulations determined by the Department of Health and Human Services for laboratory standards.

18. The SWP shall establish and implement a sliding fee scale, which is not a barrier to care for the population served. Clients must not be denied services because of inability to pay. SWP funding is in place to support overall program operations including provider time. The sponsoring agency(s) are responsible to offset any outstanding balances for direct health services to avoid collection notices and/or referrals to collection agencies for payment.

19. The SWP shall establish and implement a process for billing mental health services to Medicaid, Medicaid Health Plans, and other third-party payers.

20. The billing and fee collection processes do not breach the confidentiality of the client.

21. Revenue generated from the SWP must be used to support SWP operations and programming.

22. The SWP staff (depending on type of emergency) shall coordinate with school administration/school emergency team to clarify the monitoring and storage of emergency devices and medications and the process for requesting assistance in an emergency response.

    The SWP shall have processes in place and identify staff responsibilities for handling emergencies on and off site that define:

    a) Site-specific building emergency instructions that are posted, readily accessible, reviewed, and updated regularly.
    b) Medical and mental health emergencies within the SWP (onsite).
    c) School district responsibilities related to emergencies and how the SWP staff may be involved in limited capacities within the school/offsite.

    The SWP staff may support school administration and school staff for both medical and mental health emergencies on school grounds, including the following:

    d) Participate in the school-wide crisis team for mental health and medical emergencies but not lead the response team.
    e) Participate in school-wide trainings for mental health crisis response and medical emergency response but not lead the training process for response teams.
    f) Train school staff for both mental health and medical emergencies.

23. The SWP must provide at least one staff training and/or professional development for teachers and school staff per year. The training is developed in conjunction with appropriate school administration and personnel, is relevant to school-specific needs, follows current standards of care, and includes an evaluation component.

24. The SWP nurse provider shall adhere to medical orders/treatment plans written by the prescribing physician and/or standing orders/medical protocols written by the medical director or other health care providers for individuals requiring health supervision while in school.

25. The SWP nurse shall administer stock medications in the SWP with a medical director standing order. Medication administration of student specific medications brought to school by the parent for the child/adolescent is a school district responsibility and cannot be supplanted/replaced by the SWP nurse role.

    The SWP nurse may provide support to the school administration for medication administration, including the following:

    a) Training school staff on how to safely administer medications in the school setting and serve as backup for consented students occasionally when necessary.

b) Supporting the school process of medication intake and verification (e.g. reviewing forms, medication dosages, assuring the medication brought to school is the medication identified on the medication form).
c) Assist in the training and administration of emergency medication brought to school for students to be used in emergency situations and for chronic conditions (e.g., asthma, severe allergic reaction, drug overdose, diabetes, seizures etc.).

SCHOOL WELLNESS PROGRAM MODEL
Attachment 1: Services Detail

The following health services are required (unless otherwise noted) as part of the School Wellness Program service delivery plan:

NURSING ASSESSMENTS AND SCREENINGS
Required:

- Nursing intake and history
- Comprehensive health screening/risk assessment/other screening and anticipatory guidance
- Physical assessment (e.g., Vital Signs, Height, Weight, Pulse Oximetry, other physical examination per symptoms and/or standing orders)
- Hearing and vision screening

Recommended:

- Developmental screening
- Oral health screening
- Physical assessment (Blood Glucose)

MENTAL HEALTH SERVICES
Required:

- Mental Health services provided by a master's level mental health provider.
- Services provided are intended to assist children and adolescents experiencing mild to moderate severity of need.
- Services include screening, assessing, diagnosing, treatment planning, education and referrals (as needed).

Recommended:

- Treatment groups using evidence-based curricula and interventions
- School staff training and professional development relevant to mental health
- Building level promotion, such as school climate initiatives, bullying prevention, suicide prevention programs, etc.
- Classroom education related to mental health topics
- Case management to and partnerships with other private/public social service agencies

ILLNESS/INJURY CARE

- Minor injury assessment, interventions per standing order, follow up and/or referral
- Acute illness assessment, interventions per standing order, follow up and/or referral

CHRONIC CONDITIONS CARE

- Assessment and care coordination with parent/guardian and provider(s)
- Care coordination with school staff with appropriate release of information
- Obtain and update Medical Management Plans and Emergency Action Plans
- Develop Individualized Health Care plans as needed
- Chronic conditions may include asthma, diabetes, sickle cell, hypertension, seizures, obesity, depression, allergy, or other specific to a population
- Chronic care medical interventions per standing orders and medical management plans

IMMUNIZATIONS

Required:

- Screening and assessment utilizing the MCIR and other data
- Referral for immunizations when deficiencies are found and follow-up
- Appropriate protocols, equipment, and medication to manage vaccine reactions (if immunizations are administered on-site)

Recommended:

- Administration of immunizations through on-site stock or pop-up clinics

HEALTH EDUCATION

- Individual health education per assessments, condition and normal development
- Group health education on preventive health topics or other related to the population served

ON-SITE TELEHEALTH (if provided)

- If telehealth services are offered, they can be used as a supplemental service to the required face-to-face and cannot be done at a full-time capacity.
- When providing any services by telehealth, the provider(s) must be physically located at the funded program location.
- Utilize telehealth equipment
- Follow-up as appropriate
- Follow established guidelines for telehealth practices and documentation

STI, HIV, and REPRODUCTIVE HEALTH SERVICES

Required:

- Education and counseling appropriate for age, other demographics of the target population, and needs assessment data.
- Contraceptive prescribing, dispensing and distributing are not allowed on school property.

Recommended:

- Onsite testing and treatment for STIs
- Onsite HIV counseling and testing (rapid or blood draw); and referral for treatment
- Onsite pregnancy testing and reproductive health services, including referral for prenatal care (abortion services, counseling and referral prohibited by the SWP per state law)

MINOR-CONSENTED SERVICES—AS DEFINED BY MICHIGAN AND/OR FEDERAL LAW

Required:

- Mental health counseling (14 years and older) 12 visits or 4 months (whichever comes first)
- STI counseling

Recommended:

- Pregnancy testing
- STI testing, STI treatment
- HIV counseling and testing
- Substance Use disorder services

REFERRALS

Referral for services not provided in the SWP is required.

- Onsite (e.g., CAHC medical provider to CAHC mental health provider or vice versa)
- There is a process in place for internal and external referrals for initiation, follow up (tracking), and close-out.

LABORATORY SERVICES (if provided)

- Point of care CLIA Waived testing
- Specimen collection for outside lab testing

SCHOOL WELLNESS PROGRAM MODEL
Attachment 2: Focus Area Intervention

Each year, health centers and SWPs should review their needs assessment data to determine priority health issues that are of such significance to their target population to warrant an enhanced “focus” for the upcoming year. Each center or SWP is required to implement at least one evidence-based program or clinical intervention to begin to address the needs within the selected focus area(s).

FOCUS AREAS TOPICS

- ALCOHOL/TOBACCO/OTHER DRUG PREVENTION
- HIV/AIDS/STI PREVENTION
- NUTRITION AND PHYSICAL ACTIVITY
- PREGNANCY PREVENTION
- SUICIDE PREVENTION

- TRAUMA
- VIOLENCE PREVENTION
- DEPRESSION/ANXIETY
- ASTHMA

Focus areas are meant to provide services above and beyond what would typically be provided in comprehensive primary care. It is expected that each of these focus areas will be a part of comprehensive primary care already, but interventions selected for the focus area requirement should be significantly beyond typical care. Strategies should be intensive, evidence-based, and include appropriate evaluation methods to assess impact and progress on meeting focus areas.

REV 10/2025

PROJECT: Childhood Lead Poisoning Prevention

Project Synopsis

MDHHS CLPPP's mission is "to prevent childhood lead poisoning across the state through surveillance, outreach and health services." This grant provides local health departments the opportunity to prevent and address lead poisoning within their communities. The overall goal of the grant is to increase testing for children under the age of 6, specifically capillary to venous testing rates for children with a blood lead level above 3.5 µg/dL.

Michigan's governor signed legislation in FY23 to make Michigan a universal testing state. Physicians must test, or order a test, for lead in blood for all children at 12 and 24 months of age, or between age 24 and 72 months if there is no record of a previous test. Children living in geographic areas of the state determined by MDHHS to pose a high risk for lead poisoning must be tested additionally at age 4. Grantees are in a unique position to positively influence the implementation of universal testing. Their position in the community and established relationships with families, providers, and community partners are invaluable to the success of universal testing. This grant provides funding for local health departments to implement one of three strategic objectives to fill gaps in capacity and address challenges within their region, while contributing to the overall goal of increasing lead testing and capillary to venous blood lead testing rates.

Strategic objectives that grantees may address using CLPPP grant funds include:

1. Support and expand nursing case management services within the health department jurisdiction.

2. Develop strategies and implement activities to improve and expand education for providers related to harmful effects of lead exposure, lead poisoning prevention and blood lead testing.

3. Develop strategies and implement activities to increase blood lead testing among children under the age of 6.

Grantees can achieve project goals through the ABCs:

1. Assess current state of the relevant objective in the jurisdiction, this can include:
   - Survey community partners, providers, other agencies to establish baseline data
   - Identify gaps
   - Identify barriers
   - Identify Medicaid Health Plans serving the community
   - Identify partners and collaborators

2. Bolster current project efforts, this can include:
    - Conduct provider education regarding recommendations for blood lead testing at existing access points
    - Conduct public education about existing testing options, targeting children less than 6 years old
    - Enhance access to existing local access points for blood lead testing by reducing identified barriers to testing
    - Support non-reimbursable NCM activities

3. Coordinate strategies to achieve project goals, this can include:
    - Work with Medicaid Health Plans to identify children due for screening and perform targeted outreach
    - Identify a plan for a “safety net” option for free testing for uninsured, those whose insurance will not cover testing, those falling outside our target groups, or communities needing timely access to testing
    - Utilize baseline data to develop and implement expanded strategies for provider education and outreach
    - Pilot promising practices around blood lead testing to increase screening and confirmatory testing rates

Additional Reporting Requirements

- Workplan – submitted according to due dates set by CLPPP
- Quarterly Reports – submitted no later than thirty (30) days after the close of the quarter.

Any additional requirements (if applicable)

- Identify priority populations and geographic areas with lower testing rates, using CLPPP weekly data reports. Grantees will make data-informed decisions that will direct activities toward populations that are at risk for experiencing worse health outcomes.
- Provide a workplan with objectives and metrics that outline how testing rates will be increased within the grantee region. Metrics for success will be specific, measurable, achievable, relevant, time-bound, inclusive, and equitable. MDHHS CLPPP will provide technical assistance as needed to support development of the workplan.
- Submit a quarterly report on progress related to the objectives and measures in the workplan. Any necessary revisions can be made to the workplan at this time.
- Attend quarterly grantee meetings.
- Ensure all communication materials that are developed and distributed by the grantee are approved by CLPPP if MDHHS funds are used.

PROJECT: CLPP Lead Expansion

Project Synopsis

MDHHS CLPPP's mission is "to prevent childhood lead poisoning across the state through surveillance, outreach and health services". The goal of this pilot is to maximize the number of children less than six years of age protected from lead poisoning and the number of City of Detroit childcare facilities where lead hazards are controlled. This goal should be accomplished through targeted lead testing and hazard controls efforts, expanded education and outreach, and enhancing nursing and environmental services to children with an EBLL 3.5-19 mcg/dL, residing in the 6 high risk zip codes in the City of Detroit.

Grantees could achieve this goal through:

1) Targeted lead testing and hazard controls efforts, this can include:
    - Lead education in early childhood care centers (daycares, Early Head Start, Head Start)
    - Lead inspection risk assessments in licensed childcare centers
2) Expanded education and outreach, this can include:
    - Providing lead testing on site at early childcare centers
    - Providing referrals to other essential health services (WIC, IMMS, Vision/Hearing screening)
3) Support staffing for Nurse Case Managers and Community Health Workers to provide NCM services to all children with EBLLs

Additional Reporting Requirements

- Provide a workplan with a detailed overview of how your LHD plans to expand education, NCM and linkage to care within the grantee focus area, and explanation of target audience/locations
- Provide a workplan with objectives and metrics that outline how education, NCM and linkage to care will be expanded within the grantee region. The workplan will include target populations and geographic areas. Metrics for success should be specific, measurable, achievable, relevant, time-bound, inclusive, and equitable. MDHHS CLPPP will provide technical assistance as needed to support development of the workplan.
- Submit quarterly rereports.
- CLPPP support will include:
    - Nursing and Public Health Consultant technical assistance as requested
    - Website (miclppp.org) with educational materials re: testing, cleaning
    - Online training module for health care providers.

Any additional requirements (if applicable)

Attend quarterly calls/in-person meetings

Ensure all communication materials that are developed and distributed by the grantee are approved by CLPPP if MDHHS funds are used.

Grantees Focus Area:

- Detroit Health Department – City of Detroit

PROJECT: Combating Antimicrobial Resistant Gonorrhea and Other STIs

Project Synopsis

A. This project aims to strengthen public health capacity in four strategy areas. The 1st is to monitor trends in antimicrobial susceptibilities in N. gonorrhea via collecting specimens and associated patient data at STI clinics; isolating bacterial cultures; and submitting isolates to the Centers for Disease Control and Prevention. The 2nd is for local and state public health to rapidly detect and respond to threats of antimicrobial resistance. The 3rd strategy is for the Oakland laboratory to develop onsite capability for antibiotic susceptibility testing. The 4th strategy is to enhance coordination between local and state epidemiology, laboratory, and clinical approaches.

Reporting Requirements

Report	Period	Due Date(s)	How to Submit Report
Collect and submit N. gonorrhea isolates from urethral and pharyngeal specimens.	Monthly	Second Monday of the following month	Ship to designated ARLN
Submit manifests for submitted isolates	Monthly	2 days after isolates are shipped	Report to ARLN
Submit laboratory specimen data to MDHHS	Monthly	The 15th of the following month.	Via DCH File Transfer or other secure means
Submit clinical and demographic data to MDHHS	Monthly	The 15th of the following month	Via DCH File Transfer or other secure means
Summarize data on collected specimens and submitted isolates. See note.	Monthly	10th of the following month.	Report to kentj3@michigan.gov
Demographic and behavioral data to MDHHS for clients with GC positive isolates utilizing the CDC required format.	Quarterly	January 15, April 15, July 15, October 15	Report to kentj3@michigan.gov;
Complete and submit annual progress report	Annually	90 days after end of grant period, or as defined by CDC	Collaborate with

			kentj3@michigan.gov
Report any specimen exceeding the alert criteria: Ceftriaxone MIC ≥ 0.125 µg/ml Cefixime MIC ≥ 0.25 µg/ml	24 hours	Specimen with medium-level resistance	Phone or email to Jim Kent 517-243-4932, kentj3@michigan.gov
Report any specimen exceeding the quick-send alert criteria: Ceftriaxone MIC ≥ 0.5 µg/ml Cefixime MIC ≥ 1.0 µg/ml	Immediate	Specimen with high-level resistance	Phone or email to Jim Kent 517-243-4932, kentj3@michigan.gov

A. Note: These indicators are to be included in the monthly data summaries

    1. Number of specimens collected for culture, by anatomic site and gender.

    2. Number of cultures positive by anatomic site and gender.

    3. Number of isolates tested by gradient strip AST (Etest™) by anatomic site and gender.

    4. Number of cases meeting “alert” (i.e., elevated MICs) status.

    5. Number of cases meeting “alert” criteria that were followed up with field/case investigations.

Grant Program Operation

A. The required activities of this project, for both state and local staff, are spelled out in the ELC CARGOS Milestones monitoring report. There are no additional required activities beyond those required to achieve these milestones.

B. The specific steps outlining the required steps for accomplishing these various milestones are spelled out in the protocols and training materials provided by CDC.

C. In this collaborative project, Oakland CHD project staff will engage with MDHHS project staff in ongoing communications for:

    1. All project staff,

    2. the Laboratory team,

3. the Data team, and

4. the Outbreak Response Team

Meeting Requirements

A. BHSP requires one person from each agency to attend required subrecipient meetings each contract year. Meetings may be either virtual or in person.

B. The guiding principle of these meetings is to keep Grantees informed and in compliance with state and federal policies and procedures.

C. Meetings notifications are shared via contact monitors, through SHOARS and will be listed on the MDHHS Training Calendar.

D. For in-person meetings, grant funds should be utilized to support travel.

E. The Grantee, as per BHSP standards and compliance, are mandated to require relevant staff members to attend the meetings.

F. For any special accommodations or needs please communicate with your contract monitor.

Mandatory Disclosures

A. Inform BHSP at least two weeks prior to changes in clinic operations (i.e., key staff, hours of operation, scope of service).

B. The Grantee will provide immediate notification to BHSP, in writing, including but not limited to the following events:

1. Any formal grievance initiated by a client and subsequent resolution of that grievance.

2. Any event occurring or notice received by the Grantee or subcontractor, that reasonably suggests that the Grantee or subcontractor may be the subject of, or a defendant in, legal action. This includes, but is not limited to, events or notices related to grievances by service recipients or Grantee or subcontractor employees.

3. Any staff vacancies funded for this project that exceed 30 days.

C. All notifications should be made to BHSP MDHHS-HIVSTIoperations@michigan.gov and MDHHS-SHOARS-SUPPORT@michigan.gov

Technical Assistance

A. Technical assistance (TA) requests must be submitted via the MDHHS SHOARS system. In addition, if your contract is to be amended, the request will have to be logged into SHOARS. Registration instructions and further information can be found at: SHOARS support

B. Recipient agency must register an Authorized Official, Financial Officer and Program Manager in the BHSP SHOARS system. These roles must match what the agency has listed for these roles in the EGrAMS system. If you have access related questions, contact MDHHS-SHOARS-SUPPORT@michigan.gov

PROJECT: Community Blood Lead Testing

Project Synopsis

In response to Michigan's universal blood lead testing law going into effect in 2025, local health departments need additional support to implement innovative strategies in their jurisdictions to ensure access to and completion of blood lead testing for children. A community-based approach to blood lead testing is necessary to address their unique needs. This funding is to support local health departments in planning for implementation of strategies to increased blood lead testing of children <6 years old within their jurisdiction. This planning will follow the ABC Building Blocks for Community Blood Lead Testing, comprised of assessing, bolstering, and coordinating.

Grantees could achieve this goal through:

1) Assess current state of blood lead testing in the jurisdiction, this can include:

- Survey community partners and local health department to determine where blood lead testing is taking place
- Identify gaps in blood lead testing availability
- Identify barriers to accessing blood lead testing
- Identify Medicaid Health Plans (MHPs) serving the community
- Identify Partners for promotion of lead testing

2) Bolster current testing efforts, this can include:

- Conduct provider education regarding recommendations for blood lead testing at existing access points
- Conduct public education about existing testing options, targeting children less than 6 years old
- Enhance access to existing local blood lead testing locations

3) Coordinate a testing plan, this can include:

- Work with Medicaid Health Plans to identify children due for screening and perform targeted outreach

- Identify a plan for a “safety net” option for free testing for uninsured, those whose insurance will not cover testing, those falling outside high priority groups, or communities needing timely access to testing
- Reporting Requirements (if different than contract language)
- Provide a workplan with a detailed overview of how your LHD will demonstrate functional “safety net” option and ability to increase access to testing as needed
- Submit quarterly reports

CLPPP support will include:

- Sample workplan for grantee to complete including a checklist of recommend community partners
- Nursing and Public Health Consultant technical assistance as requested

Any additional requirements (if applicable)

- Attend quarterly call/in-person meetings

- Ensure all communication materials that are developed and distributed by the grantee are approved by CLPPP if MDHHS funds are used.

PROJECT: CSHCS Care Coordination

Project Synopsis

Beneficiaries enrolled in CSHCS with identified needs may be eligible to receive Care Coordination Services as provided by the local health department. In addition, beneficiaries with either CSHCS, CSHCS and Medicaid, or Medicaid only (no CSHCS) may be eligible to receive Case Management services if they have a CSHCS medically eligible diagnosis, complex medical care needs and/or complex psychosocial situations which require that intervention and direction be provided by the local health department. LHD staff includes registered nurses (RNs), social workers, or paraprofessionals under the direction and supervision of RNs. Services are reimbursed on a fee for services basis, as specified in Attachment IV Notes.

Additional Reporting Requirements

1. Case Management and Care Coordination services within a specific Case Management role cannot be billed during the same LHD billing period, which is usually a fiscal quarter.

2. Care Coordination and Case Management Logs are submitted electronically via the Children's Healthcare Automated Support Services (CHASS) Billing Module to the Contract Manager. Quarterly logs must be submitted with the financial status report.

Annual Narrative Progress Report

A brief annual narrative report is due by November 15 following the end of the fiscal year.
The reporting period is October 1 – September 30. The annual report will be submitted to the Department and shall include:

- Summary of successes and challenges
- Technical assistance needs the Grantee is requesting the Department to address
- Brief description of how any local MCH funds allocated to CSHCS were used (e.g. CSHCS salaries, outreach materials, mailing costs, etc.), if applicable
- The unduplicated number of CSHCS eligible clients assisted with CSHCS enrollment.
- The unduplicated number of CSHCS clients assisted in the CSHCS renewal process.

Definitions

Unduplicated Number of CSHCS Eligible Clients Assisted with CSHCS Enrollment is defined as:
Number of CSHCS eligible clients the Grantee provided one-on-one (in person or via

telephone) substantial assistance to complete the CSHCS enrollment process during the fiscal year. This assistance includes, but is not limited to, helping the family obtain necessary medical reports to determine clinical eligibility, completing the CSHCS Application for Services, completing the CSHCS financial assessment forms, etc. Assistance does not include mailed letters to the family.

Unduplicated Number of CSHCS Clients Assisted in the CSHCS Renewal Process is defined as:

Number of CSHCS enrollees the Grantee provided one-on-one (in person or via telephone) substantial assistance to complete and/or submit documents required for the Department to make a determination whether to continue/renew CSHCS coverage during the fiscal year. “Assisted” may also include collaboration with the client’s Medicaid Health Plan. Assistance does not include mailed letters to the family.

Any additional requirements (if applicable)

Case Management services address complex needs and services and include an initial face-to-face encounter with the beneficiary/family. Case Management requires that services be provided in the home setting or other non-office setting based on family preference. Beneficiaries are eligible for a maximum of six billing units per eligibility year. Services above the maximum of six require prior approval by MDHHS. To request approval, the LHD must submit an exception request, including the rationale for additional services, to MDHHS. Limitations on the need for and number of Case Management service units are set by MDHHS and must be provided by a specific Case Management role, in accordance with training and certification requirements.

Staff must be trained in the service needs of the CSHCS population and demonstrate skill and sensitivity in communicating with children with special needs and their families. Care Coordination is not reimbursable for beneficiaries also receiving Case Management services during the same LHD billing period, which is usually a calendar quarter. In the event Care Coordination services are no longer appropriate and Case Management services are needed, the change in services may only be made at the beginning of the next billing period.

PROJECT: CSHCS Medicaid Elevated Blood Lead Case Management

Project Synopsis

The local health department will complete in-home elevated blood lead (EBL) case management (CM) services, with parental consent, for children less than age 6 in their jurisdiction enrolled in Medicaid with a blood lead level equal to or greater than 3.5 µg/dL as determined by a venous test. EBL CM will be conducted according to the "Nursing Case Management Guide for Children with Elevated Blood Lead Levels" that is provided by the Childhood Lead Poisoning Prevention Program (CLPPP), Michigan Department of Health and Human Services (MDHHS). For each child eligible for EBL CM, efforts to contact the family to provide CM services and specific services provided must be documented in the child's electronic record in the MICLEAR NCM database.

Additional Reporting Requirements

Quarterly FSR and FSR Supplemental Attachment

Submit request for reimbursement through EGrAMS based on the "fixed unit rate" method. The fixed rate for case management services is $221.74 per home visit, for up to 6 home visits. Additionally, a FSR supplemental attachment form is required to be uploaded in EGrAMS that specifies the number of children and home visits for which reimbursement is being requested on. The FSR and the FSR supplemental attachment form must be submitted no later than thirty (30) days after the close of the quarter.

Quarterly Case Management Logs

A complete spreadsheet of CM activities is due quarterly, submitted electronically through the CLPPP's secure DCH-File Transfer Site available through MiLogin, using a template provided by CLPPP. The quarterly spreadsheet must be submitted no later than thirty (30) days after the close of the quarter.

Reporting Time Period	Due Dates for Quarterly Spreadsheet, FSR, and Supplemental Form
October 1 – December 31	January 30
January 1 – March 31	April 30
April 1 – June 30	July 30
July 1 – September 30	October 30

Any additional requirements (if applicable)

The local health department shall:

- Have CM conducted by a registered nurse trained by MDHHS CLPPP. To be reimbursed for a home visit, the visit must be completed by a registered nurse.
- Sign up for the DCH-File Transfer Site available through MiLogin. This site will be

used for data sharing of confidential information.

- Have signed care coordination agreements with all Medicaid Health Plans in their jurisdiction. Use template developed and agreed upon by MDHHS Medicaid and CLPPP.
- Identify and initiate contact with families of all Medicaid-enrolled children with EBLLs.
- Complete case management activities according to the MDHHS CLPPP Nursing Case Management Guide for Children with Elevated Blood Lead Levels. If your local policies and procedures vary from MDHHS CLPPP Guide and/or procedures, please submit in writing to MDHHS CLPPP.
- Document all required case management activities in the child's electronic file in the MICLEAR NCM database, as outlined in the Nursing Case Management Documentation Standards Procedure document.

PROJECT: CSHCS Medicaid Outreach

Project Synopsis

Local Health Departments may perform Medicaid Outreach activities for CSHCS/Medicaid dually enrolled clients and receive reimbursement at a 50% federal administrative match rate based upon their CSHCS Medicaid dually enrolled caseload percentage and local matching funds.

Additional Reporting Requirements

See Attachment I for specific budget and financial requirements.

Any additional requirements (if applicable)

N/A

PROJECT: CSHCS Outreach and Advocacy

Project Synopsis:

Local Health Departments (LHDs) throughout the state serve children with special health care needs in the community. The LHD acts as an agent of the CSHCS program at the community level. It is through the LHD that CSHCS succeeds in achieving its charge to be community-based. The LHD serves as a vital link between the CSHCS program, the family, the local community and the Medicaid Health Plan (as applicable) to assure that children with special health care needs receive the services they require covering every county in Michigan.

LHD is required to provide the following specific outreach and advocacy services:

- Program representation and advocacy
- Application and renewal assistance
- Link families to support services (e.g. The Family Center, CSHCS Family Phone Line, the CSHCS Family Support Network (FSN), transportation assistance, etc.)
- Implement any additional MPR requirements
- Care coordination
- Budget and Agreement Requirement and Grantee
- Submission of all documents via the document management portal, as required

Additional Reporting Requirements

Annual Narrative Progress Report
A brief annual narrative report is due by November 15 following the end of the fiscal year. The reporting period is October 1 – September 30. The annual report will be submitted to the Department and shall include:

- Summary of successes and challenges
- Technical assistance needs the Grantee is requesting the Department to address
- Brief description of how any local MCH funds allocated to CSHCS were used (e.g. CSHCS salaries, outreach materials, mailing costs, etc.), if applicable
- The unduplicated number of CSHCS eligible clients assisted with CSHCS enrollment.
- The unduplicated number of CSHCS clients assisted in the CSHCS renewal process.

Definitions

Unduplicated Number of CSHCS Eligible Clients Assisted with CSHCS Enrollment is defined as:

Number of CSHCS eligible clients the Grantee provided one-on-one (in person or via telephone) substantial assistance to complete the CSHCS enrollment process during the fiscal year. This assistance includes, but is not limited to, helping the family obtain

necessary medical reports to determine clinical eligibility, completing the CSHCS Application for Services, completing the CSHCS financial assessment forms, etc. Assistance does not include mailed letters to the family.

Unduplicated Number of CSHCS Clients Assisted in the CSHCS Renewal Process is defined as:

Number of CSHCS enrollees the Grantee provided one-on-one (in person or via telephone) substantial assistance to complete and/or submit documents required for the Department to make a determination whether to continue/renew CSHCS coverage during the fiscal year. “Assisted” may also include collaboration with the client’s Medicaid Health Plan. Assistance does not include mailed letters to the family.

Any additional requirements (if applicable)

Relationship between Grantees and Medicaid Health Plans:

The Grantee must establish and maintain care coordination agreements with all Medicaid Health Plans for CSHCS enrollees in the Grantees service area. Grantees and the Medicaid Health Plans may share enrollee information to facilitate coordination of care without specific, signed authorization from the enrollee. The enrollee has given consent to share information for purposes of payment, treatment and operations as part of the Medicaid Beneficiary Application. Care coordination agreements between Grantees and the Medicaid Health Plans will be available for review upon request from the Department.

The agreement must address **all** the following topics:
• Data sharing
• Communication on development of Care Coordination Plan
• Reporting requirements
• Quality assurance coordination
• Grievance and appeal resolution
• Dispute resolution
• Transition planning for youth

PROJECT: Diabetes Health Equity Advancement

Project Synopsis

The Diabetes Health Equity Advancement (DHEA) will address the needs of service population with diabetes by initiating Diabetes Self-Management Education Support (DSMES) services, including the following: developing the framework necessary to apply for ADA-recognition or ADCES-accreditation and apply for it; conduct provider outreach; recruit and enroll one or more participants in DSMES; participate as needed in with MDHHS in calls, meetings, site visits and evaluation planning to plan and implement the program; and schedule an MDHHS certification audit.

Additional Reporting Requirements

Quarterly workplan reports are required using the template provided. Reports will be sent via email to Kim Lombard, Diabetes Prevention and Control Program at: LombardK@michigan.gov

Reporting Period	Report Due Date
October 1 - December 31	January 15
January -March 31	April 15
April 1 - June 30	July 15

Any additional requirements (if applicable)

Cap on Salaries (Div. G, Title II, Sec. 203): None of the funds appropriated in this title shall be used to pay the salary of an individual, through a grant or other extramural mechanism, at a rate in excess of Executive Level II.

Note: The salary rate limitation does not restrict the salary than an organization may pay an individual working under an HHS contract or order; it merely limits the portion of that salary thatmay be paid with Federal funds.

Required Disclosures for Federal Awardee Performance and Integrity Information System (FAPIIS): Consistent with 45 CFR 75.113, applicants and recipients must disclose in a timely manner, in writing to the CDC, with a copy to the HHS Office of Inspector General (OIG), all information related to violations of federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the federal award. Subrecipients must disclose, in a timely manner in writing tothe prime recipient (pass through entity) and the HHS OIG, all information related to violations of federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the federal award. Disclosures must be sent in writing to the CDC and to the HHS OIG at the following addresses:

CDC, Office of Grants Services
Keisha Thompson, Grants Management Specialist
Centers for Disease Control and Prevention
Branch 5
2939 Flowers Road
Atlanta, GA 30341

Email: dwt6@dc.gov (Include “Mandatory Grant Disclosures” in subject line)

AND

U.S. Department of Health and Human Services
Office of the Inspector General
ATTN: Mandatory Grant Disclosures, Intake Coordinator
330 Independence Avenue, SW
Cohen Building, Room 5527
Washington, DC 20201
Fax: (202)-205-0604 (Include “Mandatory Grant Disclosures” in subject line) or
Email: MandatoryGranteeDisclosures@oig.hhs.gov

Recipients must include this mandatory disclosure requirement in all subawards and contracts under this award.

Failure to make required disclosures can result in any of the remedies described in 45 CFR 75.371. Remedies for noncompliance, including suspension or debarment (See 2 CFR parts 180 and 376, and 31 U.S.C. 3321).

PROJECT: Eastern Equine Encephalitis Virus Surveillance

Project Synopsis

Conduct county-level mosquito surveillance to determine the presence and abundance of EEEV vectors and virus in various habitat locations. This information will be used to inform future surveillance efforts at the county level. If EEEV positive mosquitoes are found, LHD's will be able to provide early warning of increased EEE risk in their area. Additionally, the funding will support the creation of subject matter expertise at the local level regarding surveillance for EEEV and build capacity for future EEEV prevention and control activities.

Additional Reporting Requirements

The recipient shall submit bi-weekly (once every two weeks) tables of surveillance data (template provided) documenting trap rates and disease detections to Emily Dinh (dinhe@michigan.gov) and Rachel Burkholder (burkholderr@michigan.gov) at the MDHHS EZID Section.

- A final report on all activities completed is due by October 15.

Any additional requirements (if applicable)

Funding is to be used to support personnel, mosquito trapping equipment and supplies, and travel related to conducting mosquito surveillance in areas with historic cases of EEE virus or suitable habitat for the EEE vector mosquitoes, and to submit appropriate mosquito species to the MDHHS BOL for pathogen testing. When EEE virus is identified, the grantee will communicate to the community about the increasing risk for EEE virus infection and actions to take to prevent mosquito bites.

EEE Vector Surveillance:

To support local public health jurisdictions with known historical EEEV risk to conduct a survey for EEEV vector mosquitoes *Culiseta melanura* and *Coquillettidia perturbans*. Funded counties will work with MDHHS EZID staff to:

1) Identify suitable habitat for these mosquito species using land survey and other data.
2) Select 5 sampling (for example, sites near a previous EEE human and/or animal case or those with suitable habitat for the vector mosquito species)
3) Conduct trapping for 2 nights/week (for a total of 10 trap-nights/week) from approximately June 20-Sept. 9 (12 weeks)
4) Sort and identify species collected.
5) Submit target species to MDHHS BOL for pathogen testing.

The Department's Emerging & Zoonotic Infectious Diseases (EZID) Section will provide the Grantee with the following support:

- Training for staff associated with the project (Spring 2026)

- Trapping equipment necessary to collect mosquitos
- Pathogen testing of mosquito pools for EEE virus provided by MDHHS Bureau of Laboratories
- Entomologic and epidemiologic support to guide trapping efforts

PROJECT: Eat Safe Fish

Project Synopsis

The Grantee will collaborate with the Department and the EPA Region V Saginaw Community Information Office to deliver a uniform message for the Saginaw River and connected waters regarding the fish and wild game consumption advisories within the tri-county area (Midland, Saginaw, and Bay).

Additional Reporting Requirements

1. Track and report output measures.

2. Write and submit quarterly reports and an annual report to the Department.

    - Submit draft quarterly reports within 15 days after the end of each quarter.

    - Annual reports upon request.

Any additional requirements (if applicable)

1. The grantee will develop a plan to distribute that message using existing health department programs, the medical community, special events, and community service providers to communicate with the at-risk population.

2. The grantee will get approval from the Department program manager and for any changes to the Saginaw and Bay County Cooperative Agreement Scope of Work including budget and budget narratives.

3. The grantee will provide appropriate staff to fulfill the following objectives and outputs as detailed:

- Comply with the Saginaw and Bay County Cooperative Agreement budget and budget narratives as describe in the scopes of work provided to the BCHD program manager as applicable from October 1 to September 30.

- Provide 30 hours of health education and community outreach per week.

- Conduct health education and community outreach in Saginaw, Midland, and Bay Counties. Activities will include, but not be limited to, internal BCHD distribution, health care provider outreach, and key event participation.

- Track hours to comply with cost recovery requirements.

- Development, Printing, and Distribution of Outreach Materials and implementation of Display Booth.

- Identify, track, and record of materials distributed at additional locations within Midland, Bay, and Saginaw Counties.

- Make payment for the replacement of signage on the Tittabawasse and Saginaw Rivers.

- Conduct Capacity Building in Saginaw, Midland and Bay Counties

- Actively seek out new community partners in Saginaw, Midland and Bay Counties.

- Participate in bi-monthly SBCA teleconference.

- Provide Presentation of display booth at select community events in coordination with EPA Region V Saginaw Community Information Office.

- Conduct Outreach though existing BCHD Programs such as WIC, Immunizations, programs for young mothers, or other programs reaching the target population.

- Assist the EPA Region V Saginaw Community Information Office with community outreach.

- Outreach to Health Care Providers.

PROJECT: EGLE Drinking Water and Onsite Wastewater Management

Project Synopsis

State funding for ELPHS shall support, and the Grantee shall provide for, all of the following required services in accordance with P.A. 368, of 1978 and P.A. 92 of 2000, as amended, Part 24 and Act No. 336, of 1998 Section 909:

- Infectious/Communicable Disease Control
- Sexually Transmitted Disease
- Immunization
- Onsite Wastewater Treatment Management
- Drinking Water Supply
- Food Service Sanitation
- Hearing
- Vision

- State funding for ELPHS can support administrative cost for the eight required services including allowable indirect cost, or a Grantee's cost allocation plan.

- ELPHS funding can also be used to fund other core health functions including: Community Health Assessment and Improvement, Public Policy Development, Health Services Administration, Quality Assurance, Creating and Maintaining a Competent Work Force and Local Public Health Accreditation. These services may be budgeted separately as part of the Administrative Budget element.

- Net allowable expenditures are the authorized actual/allowable expenditures (total costs less specified exclusions). Available funding is also limited by state appropriations.

- First and second party fees earned in each required service program may be used only in that required service program.

- State ELPHS funding is subject to local maintenance of effort compliance. Distribution of state ELPHS funds shall only be made to agencies with total local general fund public health services spending in fiscal year (FY) 2023 of at least

  the amount expended in FY 92/93. To be eligible for any of the State funding increases from FY 94/95 through FY 2023, the FY 92/93 Local Maintenance of Effort Level must be met.

Additional Reporting Requirements

All final amendment ELPHS funding shift request memos need to be submitted no later than May 1.

- Please send the official memo to request ELPHS funding shifts by email to Laura de la Rambelje (DelaRambeljeL@michigan.gov) and copy Carissa Reece (ReeceC@Michigan.gov).

Any Additional Requirements (if applicable)

- Assure the availability and accessibility of services for the following basic health services: Prenatal Care; Immunizations; Communicable Disease Control; Sexually Transmitted Disease (STD) Control; Tuberculosis Control; Health/Medical Annex of Emergency Preparedness Plan.

- Fully comply with the Minimum Program Requirements for each of the required services.

- Grantee will be held to accreditation standards and follow the accreditation process and schedule established by the Department for the required services to achieve full accreditation status. Grantees designated as "not accredited" may have their Department allocations reduced for Departmental costs incurred in the assurance of service delivery. The accreditation process is based upon the Minimum Program Standards and scheduled on a three-year cycle. The Minimum Program Standards include the majority of the required Department reviews. Some additional reviews, as mandated by the funding agency, may not be included in the Program Standards and may need to be scheduled at other times.

Onsite Wastewater Management

The Grantee shall perform the following services for private single- and two-family homes and other establishments that generate less than 10,000 gallons per day of sanitary sewage:

- Maintain an up-to-date regulation for on-site wastewater treatment systems (Systems). The regulation shall be supplemented by established internal policies and procedures. Technical guidance for staff that defines site suitability requirements, the basis for permit approval and/or denial, and issues not specifically addressed by the regulation shall be provided.

- Evaluate all parcels to determine the suitability of the site for the installation of initial and replacement Systems in accordance with applicable regulation(s). These evaluations shall be conducted by a trained sanitarian or equivalent and shall consist of a review of the permit application for the installation of a System and a physical evaluation of the site to determine suitability.

- Accurately record on the permit to install the initial or replacement System or on an attachment to the permit the site conditions for each parcel evaluated including soil profile data, seasonal high-water table, topography, isolation distances, and the available area and location for initial and replacement Systems. The requirement for identifying a replacement System applies to issuance of new construction permits only.

- Issue a permit, prior to construction, in accord with applicable regulation(s) for those sites that meet the criteria for the installation of a System. The permit shall include a detailed plan and/or specification that accurately define the location of the initial or replacement System, System size, other pertinent construction details, and any documented variances.

- Review all engineered or alternative System plans. Conduct adequate inspections during the various phases of construction to ensure proper installation.

- Provide and keep on file formal written denials, stating the reason for denial, for those applications where site conditions are found to be unsuitable.

- Conduct a construction inspection prior to covering each System to confirm that the completed System complies with the requirements of the permit that has been issued. Maintain, on file, an accurate individual record of each inspection conducted during construction of each system. In limited circumstances where constraints prohibit staff from completing the required construction inspection in a timely manner, an effective alternate method to confirm the adequacy of the completed System shall be established. The effective alternative method shall be utilized for no more than ten (10) percent of the total number of final inspections

  unless specific authorization has been granted by the State for other percentage. The results of all such inspections or an alternate method shall be clearly documented.

- Maintain an organized filing system or database/document management system with retrievable information that includes documentation regarding all site evaluations, permits issued or denied, final inspection documentation, and the results of any appeals.

- Conduct review and approval or rejection of proposed subdivisions, condominiums and land divisions under one acre in size for site suitability according to the applicable statutes and Administrative Rules for Onsite Water Supply and Sewage Disposal for Land Divisions and Subdivisions. Provide electronic copies of approvals with supporting documentation and/or rejection letters to the State within 30 days after issuance of written approval or rejection.

- Utilize the State's "Michigan Criteria for Subsurface Sewage Disposal" (Criteria) for review of sanitary sewage Systems serving other than private single- or private two-family homes discharging less than 10,000 gallons per day. Systems treating less than 1,000 gallons per day may be approved in accordance with the requirements of the Grantee's regulation, if that regulation is as stringent as the Criteria. When a new or increased use of an existing System(s) serving existing or new structures is proposed to the Grantee, conduct reviews for conformance with the Criteria or the requirements of the Grantee's regulation (for systems treating less than 1,000 gallons per day) if that regulation is as stringent as the Criteria. Advise and obtain support from the State prior to granting a variance from the Criteria. Variances are only to be granted by the Director of Environmental Health or that Director's designated representative of the Grantee after consultation with

the State. Appeals of any decision of the Grantee pursuant to the Criteria including systems treating less than 1,000 gallons evaluated in accordance with the Grantee's regulation shall only be made to the State in the form of a groundwater discharge permit.

- Maintain quarterly reports that summarize the total number of parcels evaluated, permits issued, alternative or engineered plans reviewed, and number of appeals, number of inspections during construction, number of failed systems evaluated, number of sewage complaints received and investigated for each residential (single and two-family homes) and non-residential properties, and number of plan reviews conducted and approved under the applicable statutes and Administrative Rules for Onsite Water Supply and Sewage Disposal for Land Divisions and Subdivisions for proposed subdivisions, condominiums or divisions under the Land Division Act after July 28, 1997 resulting in a parcel under one acre in size. The report forms EQP2057a.1 (Non-Residential) and EQP2057b.1 (Residential) or other approved means of reporting are available on the EGLE website. All quarterly reports are to be submitted electronically directly to EGLE, to the location noted on the form, within fifteen (15) days following the end of each quarter.

- Collect data at the time of permit issuance when a System has failed to document the System age, design, site conditions, and other pertinent factors that may have contributed to the failure of the original System. Evaluations shall record information indicated on the EGLE Onsite Wastewater Program Residential and Non-Residential Information forms. The results for all failed Systems evaluated shall be maintained in a retrievable file or database and summarized in an annual calendar year data report. Annual summaries of failed system data shall be provided to EGLE for input into the state-wide failed system database. The EGLE Onsite Wastewater Program Residential and Non-Residential Information forms shall be provided to the State no later than February 1st of the year following the calendar year for which the data has been collected.

- Provide training for staff involved in the Program as necessary to maintain knowledge of current regulations and internal policies and procedures and to keep staff informed of technological improvements and advancements in Systems.

- Establish and maintain an enforcement process that is utilized to resolve violations of the Local Entity and/or State's rules and regulations.

- Maintain complaint forms and a filing system or database/document management system containing results of complaint investigations and documentation of final resolution. Investigate and respond to all complaints related to onsite wastewater in a timely manner.

Drinking Water:

The Grantee shall perform the following services including but not limited to:

- Perform water well permitting activities, pre-drilling site reviews, random construction inspections, and water supply system inspections for code compliance purposes with qualified individuals classified as sanitarians or equivalent.

- Assign one individual to be responsible for quarterly reporting of the data and to coordinate communication with the assigned State staff. Reports shall be submitted no later than fifteen (15) days following the end of the quarter on forms provided by the State. The report form EQP2057 (07/2019) is available on the EGLE website. All quarterly reports are submitted directly to the EGLE address noted on the form.

- Perform Minimum Program Requirements (MPRs) activities and associated performance indicators. These are available on the EGLE website. Guidance regarding the MPRs and indicators is available in the "Local Health Department Guidance Manual for the Private and Type III Drinking Water Supply Systems." The guidance manual is available online at Michigan.gov/WaterWellConstruction.

PROJECT: Food Service Sanitation (FOOD ELPHS)

Project Synopsis

State funding for ELPHS shall support and the Grantee shall provide for all the following required services in accordance with P.A. 368, of 1978 and P.A. 92 of 2000, as amended, Part 24 and Act No. 336, of 1998 Section 909:

- Infectious/Communicable Disease Control
- Sexually Transmitted Disease
- Immunization
- On-Site Wastewater Treatment Management
- Drinking Water Supply
- Food Service Sanitation
- Hearing
- Vision

- State funding for ELPHS can support administrative cost for the eight required services including allowable indirect cost, or a Grantee's cost allocation plan.
- ELPHS funding can also be used to fund other core health functions including: Community Health Assessment & Improvement, Public Policy Development, Health Services Administration, Quality Assurance, Creating & Maintaining a Competent Work Force and Local Public Health Accreditation. These services may be budgeted separately as part of the Administrative Budget element.
- Net allowable expenditures are the authorized actual/allowable expenditures (total costs less specified exclusions). Available funding is also limited by state appropriations.
- First- and second-party fees earned in each required service program may be used only in that required service program.

Additional Reporting Requirements

All final amendment ELPHS funding shift request memos need to be submitted no later than May 1st.

- Please send the memo to Laura de la Rambelje (DelaRambeljeL@michigan.gov) and copy Anita Miko (MikoA@michigan.gov)

*Additional budget detail is provided in Attachment I

Food Service Establishment Licensing

- Provide updates to MDARD on the 1st and 15th of each month, as necessary to:
- Provide a list of food service establishments approved for licensure/license issued.

- Provide a list of food service establishment licenses that have not been approved for licensure and are considered voided or deleted.
- Return the actual licenses to MDARD that are to be voided or deleted.
- Return renewal license applications and licenses that require correction. Mark the corrections on the renewal application.

Temporary Food Establishment Licensing

Provide updates to MDARD on the 1st and 15th of each month, as necessary, to provide:

- A copy of each temporary food establishment license issued.
- A list of lost or voided licenses by license number.

Any additional requirements (if applicable)

Food Service Establishment Licensing

- Accept responsibility for all licenses specified in the "Record of Licenses Received."
- Issue licenses in accordance with the Michigan Food Law 2000, as amended.

Temporary Food Establishment Licensing

Upon receipt, sign and return the "Record of Licenses Received" to MDARD.
Issue licenses in accordance with the Michigan Food Law 2000, as amended.
Make every effort to issue temporary food establishment licenses in numerical order.

Michigan Department of Agriculture and Rural Development (MDARD) Agrees to:

Food Service Establishment Licensing

- Furnish pre-printed food service establishment license applications and pre-printed licenses to the Grantee for each licensing year (May 1 through April 30) using previous year active license data.
- Provide a count of all licenses sent to the Grantee titled "Record of Licenses Received."
- Reprint any licenses requiring correction and send corrected copies to the Grantee.
- Bill the local health department for state fees upon notification by Grantee that the license has been approved and issued.

Temporary Food Service Establishment Licensing

- Furnish blank temporary food service license application forms (forms FI-231, FI-231A) and blank Combined License/Inspection forms (FI-229) upon request from the local health department.
- Furnish a "Record of Licenses Received" with each order of Combined Licenses/Inspection forms.
- Periodically reconcile temporary food service establishment licenses sent to the Grantee with the licenses that have been issued (copy returned to MDARD).
- Bill the local health department for state fees upon notification by the Grantee that the license has been approved and issued.

PROJECT: ELPHS Hearing and Vision

Project Synopsis:

The Hearing and Vision Programs screen over 1 million preschool and school-age children each year. Screening services are conducted in schools, Head Start, and preschool centers by local health department (LHD) hearing and vision technicians. Children who fail their vision screening are referred to a licensed eye doctor for an exam and treatment. Follow-up is conducted by the LHD to confirm that the child gets the care that they need. Children who do not pass their hearing screening are referred to their primary care physician, audiologist, or Ear, Nose, and Throat physician for diagnosis, treatment, and recommendations.

Reporting Requirements (if different than agreement language):

Upon completion of the agreement, grantees must submit a School-Based Hearing and Vision Program Annual Narrative Progress Report to MDHHS-Hearing-and-Vision@michigan.gov and cc: respective Program Consultants (Jennifer Dakers, dakersj@michigan.gov and Rachel Schumann, schumannr@michigan.gov
The report must include:

1. Successes-accomplishments of the program/technician(s)

2. Challenges- issues that created difficulty in managing the program and/or performing screening services.

3. Technical Assistance Needs- request support from the Hearing and/or Vision Consultant.

4. Additional Feedback-questions in this section will change annually based on relevant/current program topics/issues.

- Annual Narrative Report must be approved by the MDHHS Hearing & Vision Coordinators for their respective programs.

- MDHHS will provide a template for reporting.

- Each Local Health Department (coordinators and technicians) should keep an ongoing log of Successes and Challenges to compile and share at the end of the fiscal year.

- Final reports are submitted by the grantee to MDHHS. The reports are due 30 days after the end of the fiscal year.

For questions regarding these reports, please contact:

Jennifer Dakers, MDHHS Hearing Consultant, dakersj@michigan.gov
Rachel Schumann, MDHHS Vision Consultant, schumannr@michigan.gov

Any additional requirements (if applicable):

Grantees must adhere to established Minimum Program Requirements for School-Based Hearing & Vision Services as outlined in the Michigan Local Public Health Accreditation Program 2023 MPR Indicator Guide.

PROJECT: MDHHS Essential Local Public Health Services (ELPHS)

Project Synopsis

State funding for ELPHS shall support and the Grantee shall provide for all of the following required services in accordance with P.A. 368, of 1978 and P.A. 92 of 2000, as amended, Part 24 and Act No. 336, of 1998 Section 909:

- Infectious/Communicable Disease Control
- Sexually Transmitted Disease
- Immunization
- EGLE Drinking Water and Onsite Wastewater Management
- Food Service Sanitation
- Hearing
- Vision

- State funding for ELPHS can support administrative cost for the eight required services including allowable indirect cost, or a Grantee's cost allocation plan.

- ELPHS funding can also be used to fund other core health functions including: Community Health Assessment & Improvement, Public Policy Development, Health Services Administration, Quality Assurance, Creating & Maintaining a Competent Work Force and Local Public Health Accreditation. Community Health Assessment & Improvement may be budgeted as part of the MDHHS- Other ELPHS budget.

- Net allowable expenditures are the authorized actual/allowable expenditures (total costs less specified exclusions). Available funding is also limited by state appropriations.

- First and second party fees earned in each required service program may be used only in that required service program.

- State ELPHS funding is subject to local maintenance of effort compliance. Distribution of state ELPHS funds shall only be made to agencies with total local general fund public health services spending in FY 25/26 of at least the amount expended in FY 92/93. To be eligible for any of the State funding increases from FY 94/95 through FY 25/26, the FY 92/93 Local Maintenance of Effort Level must be met.

Additional Reporting Requirements

1. Local maintenance of effort reports are due:
    - Prior Fiscal Year Actual – March 31

2. A final statewide cost settlement will be performed to assure that all available ELPHS funds are fully distributed and applied for required services.

2. Each LHD will be required to complete the MDHHS ELPHS Detail report at the end of Quarter 2 and Quarter 4.

Any additional requirements (if applicable)

- All final amendment ELPHS funding shift request memos need to be submitted no later than May 1st. Please send the memo to Laura de la Rambelje (DelaRambeljeL@michigan.gov) and copy Anita Miko (MikoA@michigan.gov)

- Assure the availability and accessibility of services for the following basic health services: Prenatal Care; Immunizations; Communicable Disease Control; Sexually Transmitted Disease (STD) Control; Tuberculosis Control; Health/Medical Annex of Emergency Preparedness Plan.

- Fully comply with the Minimum Program Requirements for each of the required services.

- Grantee will be held to accreditation standards and follow the accreditation process and schedule established by the Department for the required services to achieve full accreditation status. Grantees designated as “not accredited” may have their Department allocations reduced for Departmental costs incurred in the assurance of service delivery. The accreditation process is based upon the Minimum Program Standards and scheduled on a three-year cycle. The Minimum Program Standards include the majority of the required Department reviews. Some additional reviews, as mandated by the funding agency, may not be included in the Program Standards and may need to be scheduled at other times.

PROJECT: Emerging Threats – Hepatitis C

Project Synopsis

Funds are provided to grantees to increase local capacity to make improvements in hepatitis C virus (HCV) testing, case management, linkage to care and treatment. Hepatitis C case management is defined as following a case from initial point of contact until the case achieves sustained virologic response (SVR), defined as having undetectable HCV RNA levels 12 weeks after the cessation of treatment, or SVR12. Effective case management is vital within the hepatitis C continuum of care and has been demonstrated to reduce rates of cases being lost to follow up.

Additional Reporting Requirements

- Grantees will participate on semi-routine group conference calls and/or 1:1 technical assistance check-in calls to discuss best practices and identify barriers.
- Grantees will offer hepatitis C antibody with reflex to RNA testing through their public health clinics.
- Grantees will collect and submit specimens to the MDHHS Bureau of Laboratories for HCV testing through their public health clinics.
- Grantees will provide clinic hours and information on where patients can get tested and treated for hepatitis C on local health department website or provide link to MDHHS We Treat Hep C provider directory.
- Grantees will provide written document outlining their process of investigating hepatitis C cases, including contact attempt protocol, case management protocol and treatment referral process.

Target Requirements

Grantees will meet the following objectives for hepatitis C, chronic and acute case follow-up:

Target 1: Interview attempted on 100% of hepatitis C, chronic and acute cases (defined as "Contact Type" field is not blank)

Target 2: Race and ethnicity data completed on 100% of hepatitis C, chronic and acute cases

Target 3: Age data completed on 100% of hepatitis C, chronic and acute cases

Target 4: “Has the patient ever injected drugs not prescribed by a doctor even if only once or a few times?” question completed on 100% of hepatitis C, chronic and acute cases

Target 5: “Is or has the patient’s hepatitis C infection been treated?” question completed

on 100% of hepatitis C, chronic and acute cases, with special emphasis on marking cases treated at the local health department having “Select treatment provider specialty” field marked “LHD”

Target 6: “Lost to follow-up" question marked on 100% of hepatitis C, chronic and acute cases that do not have a “completed” contact attempt in the Case Management section in MDSS.

Target 7: Insurance Status (Check all that apply)” field marked on 100% of hepatitis C, chronic and acute cases that have “completed” contact attempt in the Case Management Section in MDSS.

Target 8: “Was the client provided with viral hepatitis education?” question marked on 100% of hepatitis C, chronic and acute cases that have a “Completed” contact attempt in the Case Management section in MDSS.

Target 9: “Does the patient have a provider of care for Hepatitis C?” question marked on 100% of hepatitis C, chronic and acute cases.

Violation Monitoring:

The inability to meet the metrics will elicit the following response from MDHHS related to this funding:

- Technical assistance
- Corrective action/performance improvement plans with MDHHS
- Reallocation of funds.

Any additional requirements (if applicable)

- Grantees may collaborate with the MDHHS Viral Hepatitis Unit for assistance
- Grantees can submit HCV specimens to the MDHHS Bureau of Laboratories at no cost to them or the client

PROJECT: Empowering Youth Today

Project Synopsis

The purpose of this project is to implement a comprehensive, evidence-based positive youth development program focusing on sexual risk avoidance for youth 10-15 years of age.

Additional Reporting Requirements

Work Plan	October 1 - December 31	January 30	Email to MDHHS Coreyr1@michigan.gov
	January 1 - March 31	April 15	
	April 1 - June 30	July 30	
	July 1 - September 30	October 15	
Program Narrative	October 1 - December 31	January 30	Email to MDHHS Coreyr1@michigan.gov
	January 1 - March 31	April 15	
	April 1 - June 30	July 30	
	July 1 - September 30	October 15	
Local Match Report	October 1 - December 31	January 30	Email to MDHHS Coreyr1@michigan.gov
	January 1 - March 31	April 15	
	April 1 - June 30	July 30	
	July 1 - September 30	October 15	
Participant Level Data (Youth)	October 1 - December 31	January 5	REDCap https://chc.mphi.org
	January 1 - March 31	April 5	
	April 1 – June 30	July 5	
	July 1 - September 30	October 5	
Program Level Data (Performance Measures)	October 1 - September 30 *(MPHI will open this data section in REDCap in June)*	July 15*	REDCap https://chc.mphi.org

PROJECT: Ending the HIV Epidemic – WCJ Testing

Project Synopsis

The purpose of this project is to support sexual health services and screening services within the Wayne County Jail to help promote Ending the HIV Epidemic in Wayne County and reduce the incidence of HIV. This includes, but is not limited to, providing integrated screenings and testing for HIV, HCV, and Syphilis conducted by program and medical staff at intake; providing linkage to care services including Partner Service interviews, communicating with external agencies for referrals, and setting up appointments; provide regular updates on program measures including monthly submission of aggregate data reports, quarterly progress reports, weekly APHIRM data entry, and regular check-ins with MDHHS and other partners.

The Grantee shall submit the following reports on the following dates:

Report	Period	Due Date(s)	Report submission
Counseling, Testing, and referrals (as applicable)			
Quality Control Reports	Monthly	10th of the following month	Department Staff
Daily Client Logs	Monthly	10th of the following month	Department Staff
Test Kit Inventory Log	Monthly	10th of the follow month	Department Staff
HIV Testing Proficiencies	Bi- annually	Reviewed during site visits	Department Staff
HIV Testing Competencies	Annually	Submit into SHOARS before the end of the calendar year	Department Staff
EMR testing**	Monthly	By the 10th of the following month	Department Staff
Non-Reactive Results	As needed	Within 7 days of test	APHIRM
Reactive Results	As needed	Within 24 hours of test	APHIRM
Case Report Forms	As needed in the event of a reactive result	Within 24 hours of positive screening and confirmatory	Michigan Adult HIV Confidential Case Report Form Fax: (313) 456-1580 Attn: HIV Surveillance
Partner Services & Linkage to Care (as applicable)			
Linkage to Care and Partner Services Interview***	As needed	Within 30 days of service	APHIRM

Internet Partner Services (IPS) and Partner Services Interview****	Ongoing	Within 30 days of service	APHIRM
Disposition on Partners of HIV Cases	Ongoing	Within 30 days of service	APHIRM
Evidence Based Risk Reduction Activities (as applicable)			
SSP Data Report	Quarterly	10th of the following month	Syringe Utilization Platform (SUP)
Clinical HIV/STI services (as applicable)			
340B PrEP Prescription Log	Weekly	Every Friday by the close of business	DCH File Transfer – MDHHS-340B PrEP PT ADT*****
Billing Revenue Report	Quarterly	10th of the following month	Department Staff
STI 340B Utilization/Inventory Report	Quarterly	Within 10 days after the end of the quarter	Log into SGRX340BFlex.com website, generate a quarterly report on the reporting tab, and it will be transferred automatically to ScriptGuide/BHSP
*CDC/MDHHS required activities including: Condom Distribution Data, if applicable; Social Marketing data; Evidence based intervention data; other prevention services and activities, if applicable ** Aggregated testing data ***(e.g. client attended a medical care appointment within 30 days of diagnosis, and was interviewed by Partner Services within 30 days of diagnosis) ****(e.g. client identify dating apps used to meet partners), if applicable *****https://milogintp.michigan.gov			

Additional Reporting Requirements

A. The Grantee will clean-up missing data by the 10th day after the end of each calendar month. Grantee must report required variables as outlined by National HIV Monitoring and Evaluation (NHM&E) and MDHHS.

B. Any such other information as specified in the Statement of Work, Attachment A shall be developed and submitted by the Grantee as required by the Bureau of HIV and STI Programs (BHSP).

C. The Quality Control & Daily Client Logs may be sent to the Contract Manager via:

1. Email – Bry Fryczynski (FryczynskiB@michigan.gov) and the MDHHS CTR inbox (MDHHS-HIV-CTR@michigan.gov)

2. Fax - (517) 241-5922

3. Mailed - HIV Prevention Unit, Attn: CTR Coordinator, PO Box 30727, Lansing, MI 48909

D. BHSP shall evaluate the reports submitted as described in Attachment C, Items A. and B. for their completeness and accuracy.

E. The Grantee shall permit the Department or its designee to visit and to make an evaluation of the project as determined by BHSP.

F. Monitoring and evaluation of targeted screening and referrals provided internally and supported via contractual agreements.

Any additional Requirements

A. Publication Rights

1. When issuing statements, press releases, requests for proposals, bid solicitations and other documents describing projects or programs funded in whole or in part with Federal fund, the Grantee receiving Federal funds, including but not limited to State and local governments and recipients of Federal research grants, shall clearly state:

    a. The percentage of the total costs of the program or project that will be financed with Federal funds.
    b. The dollar amount of Federal funds for the project or program.
    c. Percentage and dollar amount of the total costs of the project or program that will be financed by non-governmental sources.

2. The Grantee will submit all educational materials (e.g., brochures, posters, pamphlets, and videos) used in conjunction with program activities to BHSP for review and approval prior to their use, regardless of the source of funding used to purchase these materials. Materials may be emailed to: MDHHS-HIVSTIoperations@michigan.gov.

B. Grant Program Operation

1. The Grantee will participate in BHSP needs assessment and planning activities, as requested.

2. The Grantee will participate in regular Grantee meetings which may be face-to-face, teleconferences, webinars, etc. The Grantee is highly encouraged to participate in other training offerings and information-sharing opportunities, network detection response and interventions in collaboration with BHSP opportunities provided by BHSP.

3. Each employee funded in whole or in part with federal funds must record time and effort spent on the project(s) funded. The Grantee must:

    a. Have policies and procedures to ensure time and effort reporting.
    b. Assure the staff member clearly identifies the percentage of time devoted to contract activities in accordance with the approved budget.
    c. Denote accurately the percent of effort to the project. The percent of effort may vary from month to month, and the effort recorded for funds must match the percentage claimed on the FSR for the same period.
    d. Submit a budget modification to BHSP in instances where the percentage of effort of contract staff changes (FTE changes) during the contract period.

4. **If conducting HIV testing using rapid HIV testing**, the Grantee will comply with guidelines and standards issued by BHSP and:

    a. Provide medical oversight letter/agreement signed by a licensed physician is necessary to collect specimens and order HIV antibody/antigen, HIV genotype, HIV incidence, syphilis, gonorrhea, chlamydia, and hepatitis C testing. According to Part 15 of the Public Health Code MCL 333.17001(j), ‘practice of medicine’ is defined as

        i. “the diagnosis, treatment, prevention, cure, or relieving of a human disease, ailment, defect, complaint, or other physical or mental condition, by attendance, advice, device, diagnostic test, or other means, or offering, undertaking, attempting to do, or holding oneself out as able to do, any of these act”.

    b. Conduct quality assurance activities, guided by written protocol and procedures. Protocols and procedures, as updated and revised Quality assurance activities are to be responsive to: Quality Assurance for Rapid HIV Testing, MDHHS. See “Applicable Laws, Rules, Regulations, Policies, Procedures, and Manuals.”

i. Ensure provision of Clinical Laboratory Improvement Amendments (CLIA) certificate.
ii. Report discordant test results to BHSP
iii. Email – Bry Fryczynski (FryczynskiB@michigan.gov) and the MDHHS CTR inbox (MDHHS-HIV-CTR@michigan.gov)
iv. Fax - (517) 241-5922
v. Ensure that staff performing counseling and/or testing with rapid test technologies has completed, successfully, rapid test counselor certification course or Information Based Training (as applicable), test device training, and annual proficiency testing.
vi. In the event of a confirmed case of HIV, an Adult Case Report form must be sent to the BHSP HIV Surveillance department via fax within 24 hours as referenced in the reporting table.

c. If conducting blood draws, the grantee must conduct the packaging and shipping training via Bureau of Laboratories. BashoreM@michigan.gov

i. Ensure that all staff and site supervisors have completed, successfully, appropriate laboratory quality assurance training, blood borne pathogens training and rapid test device training and reviewed annually.
ii. Develop, implement, and monitor protocol and procedures to ensure that patients receive confirmatory test results.
iii. To maintain active test counselor certification, each HIV test counselor must submit one competency per test device per year to the appropriate departmental staff.

5. **If conducting SSP**, the grantee will develop programs using MDHHS guidance documents and will address issues such as identification and registration of clients, exchange protocols, education, and trainings for staff, and referrals.

a. Grantees will participate on monthly or quarterly conference calls to discuss best practices and identify barriers.

6. **If conducting PS**, the Grantee will comply with guidelines and standards issued by the Department. See “Applicable Laws, Rules, Regulations, Policies, Procedures, and Manuals.” The Grantee must:

a. Provide Confidential PS follow-up to infected clients and their at-risk partners to ensure disease management and education is offered to reduce transmission.

b. Effectively link infected clients and/or at-risk partners to HIV care and other support services.
c. Work with Early Intervention Specialist to ensure infected clients are retained in HIV care.
d. If applicable:

    i. Procure TLO or a TLO-like search engine.
    ii. Ensure staff that are utilizing TLO or TLO-search engine complete the TLO training to maintain and understand the confidential use of the system.
    iii. Effectively utilize the Internet Partner Services (IPS) Guidance to provide confidential PS follow-up to at-risk partners named by infected clients who were identified to have been met through the use of dating apps.
    iv. Ensure staff and site supervisors successfully complete the Internet Partner Services Training.
    v. Ensure staff conducting Internet Partner Services participant in monthly, bi-monthly meetings, webinars or calls to discuss best practices and identify barriers.

7. **If conducting 340 B STI/PrEP clinical activities**, the Grantee will comply with guidelines and standards issued by BHSP and:

    a. Funds generated by this program must be utilized to support the program, including to hire a Mid-level provider, supporting staff, and program materials to provide Pre-Exposure Prophylaxis (PrEP) services.
    b. Any funds included in this agreement above must be re-invested in HIV/STI PrEP services. This could mean improving, enhancing, and/or expanding your current HIV/STI services or adding new services to improve patient health outcomes for HIV/STI.
    c. Any revenue or income generated via billing from this agreement must be reinvested into this project.

8. **If conducting Social Marketing activities**, the Grantee will comply with guidelines and standards issued by BHSP and:

    a. Prior to implementation of any marketing activities the Grantee will submit a proposal as outlined in the Social Marketing Plan Attachment.
    b. If the proposal is approved, the Grantee will work with BHSP contract staff in regularly scheduled meetings, to ensure all activities are in line with program requirements.
    c. Grantee will submit detailed social marketing campaign data (ex: impressions, website analytics, population groups reached, etc.) with quarterly progress reports.

Meeting Requirements

A. BHSP requires one person from each agency to attend required subrecipient meetings each contract year. Meetings may be either virtual or in person.

B. The guiding principle of these meetings is to keep Grantees informed and in compliance with state and federal policies and procedures.

C. Meetings notifications are shared via contact monitors, through SHOARS and will be listed on the MDHHS Training Calendar.

D. For in-person meetings, grant funds should be utilized to support travel.

E. The Grantee, as per BHSP standards and compliance, are mandated to require relevant staff members to attend the meetings.

F. For any special accommodations or needs please communicate with your contract monitor.

Record Maintenance/Retention

A. The Grantee will maintain, for a minimum of five (5) years after the end of the grant period, program, fiscal records, including documentation to support program activities and expenditures, under the terms of this agreement, for clients residing in the State of Michigan.

Software Compliance

A. The Grantee and its subcontractors are required to use APHIRM to enter HIV client and service data into the centrally managed database on a secure server.

B. The Grantee and its subcontractors are required to use APHIRM to enter PrEP Cascade Data into the centrally managed database on a secure server.

C. The Grantee and its subcontractors are required to use APHIRM to enter EBI/ PrEP program data into the centrally managed database on a secure server.

D. The Grantee and its subcontractors are required to use APHIRM to enter Partner Services interview, linkage to care data, and identified dating apps through the use of Internet Partner Services (IPS) where appropriate.

E. The Grantee and its subcontractors are required to use SHOARS to request amendments, supplies, data, technical assistance and to register for trainings.

F. New staff needing access to APHIRM are required to submit the APHIRM user request form through SHOARS.

G. The Grantee shall notify MDHHS immediately via email at MDHHS-SHOARS-SUPPORT@michigan.gov of APHIRM users who are separated from the agency for deactivation.

Mandatory Disclosures

A. The Grantee will provide immediate notification to BHSP, in writing, including but not limited to the following events:

1. Any formal grievance initiated by a client and subsequent resolution of that grievance.

2. Any event occurring or notice received by the Grantee or subcontractor, that reasonably suggests that the Grantee or subcontractor may be the subject of, or a defendant in, legal action. This includes, but is not limited to, events or notices related to grievances by service recipients or Grantee or subcontractor employees.

3. Any staff vacancies funded for this project that exceed 30 days.

B. All notifications should be made to BHSP MDHHS-HIVSTIoperations@michigan.gov and MDHHS-SHOARS-SUPPORT@michigan.gov.

Technical Assistance

A. Technical assistance (TA) requests must be submitted via the MDHHS SHOARS system. In addition, if your contract is to be amended, the request will have to be logged into SHOARS. Registration instructions and further information can be found at: SHOARS support

B. Recipient agency must register an Authorized Official, Financial Officer and Program Manager in the BHSP SHOARS system. These roles must match what the agency has listed for these roles in the EGrAMS system. If you have access related questions, contact MDHHS-SHOARS-SUPPORT@michigan.gov .

C. TA will be provided, as requested, on the implementation of the HIV Prevention program. This may include issues related to: APHIRM, Programs, Budget/Fiscal, Grants and Contracts, Risk Reduction Activities, Training, or other activities related to carrying out HIV prevention activities.

D. Training and TA will be provided in support of implementation of HIV testing as a standard of care and use of rapid HIV tests.

Compliance with Applicable Laws

A. The Grantee should adhere to all Federal and Michigan laws pertaining to HIV/AIDS treatment, disability accommodations, non-discrimination, and confidentiality.

PROJECT: Ending the HIV Epidemic Implementation

Project Synopsis

A. The purpose of this project is to implement activities to support the objectives of the CDC PS24-0047 High-Impact HIV Prevention and Surveillance Programs for Health Departments. The purpose of these objectives is to reduce the incidence of HIV in and improve the overall health and well-being of residents of Detroit-Wayne County.

The Grantee shall submit the following reports on the following dates:

Report	Period	Due Date(s)	Report submission
Counseling, Testing, and Referrals (as applicable)			
Quality Control Reports	Monthly	10th of the following month	Department Staff
Daily Client Logs	Monthly	10th of the following month	Department Staff
Test Kit Inventory Log	Monthly	10th of the follow month	Department Staff
HIV Testing Proficiencies	Bi- annually	Reviewed during site visits	Department Staff
HIV Testing Competencies	Annually	Submit into SHOARS before the end of the calendar year	Department Staff
EMR testing**	Monthly	By the 10th of the following month	Department Staff
Non-Reactive Results	As needed	Within 7 days of test	APHIRM
Reactive Results	As needed	Within 24 hours of test	APHIRM
Case Report Forms	As needed in the event of a reactive result	Within 24 hours of positive screening and confirmatory	Michigan Adult HIV Confidential Case Report Form Fax: (313) 456-1580 Attn: HIV Surveillance
Partner Services & Linkage to Care (as applicable)			
Linkage to Care and Partner Services Interview***	As needed	Within 30 days of service	APHIRM
Internet Partner Services (IPS) and Partner Services Interview****	Ongoing	Within 30 days of service	APHIRM

Disposition on Partners of HIV Cases	Ongoing	Within 30 days of service	APHIRM
Evidence Based Risk Reduction Activities (as applicable)			
SSP Data Report	Quarterly	10th of the following month	Syringe Utilization Platform (SUP)
Clinical HIV/STI services (as applicable)			
340b PrEP Prescription Log	Weekly	Every Friday by the close of business	DCH File Transfer – MDHHS-340B PrEP PT ADT*****
Billing Revenue Report	Quarterly	10th of the following month	Department Staff
STI 340B Utilization/Inventory Report	Quarterly	Within 10 days after the end of the quarter	Log into SGRX340BFlex.com website, generate a quarterly report on the reporting tab, and it will be transferred automatically to ScriptGuide/BHSP
*CDC/MDHHS required activities including: Condom Distribution Data, if applicable; Social Marketing data; Evidence based intervention data; other prevention services and activities, if applicable ** Aggregated testing data ***(e.g. client attended a medical care appointment within 30 days of diagnosis, and was interviewed by Partner Services within 30 days of diagnosis) ****(e.g. client identify dating apps used to meet partners), if applicable *****https://milogintp.michigan.gov			

Reporting Requirements

A. The Grantee will clean-up missing data by the 10th day after the end of each calendar month. Grantee must report required variables as outlined by National HIV Monitoring and Evaluation (NHM&E) and MDHHS.

B. Any such other information as specified in the Statement of Work, Attachment A shall be developed and submitted by the Grantee as required by the Bureau of HIV and STI Programs (BHSP).

C. The Quality Control and Daily Client Logs may be sent to the Contract Manager via:

   1. Email – Bry Fryczynski (FryczynskiB@michigan.gov) and the MDHHS CTR inbox (MDHHS-HIV-CTR@michigan.gov)

2. Fax - (517) 241-5922

3. Mailed - HIV Prevention Unit, Attn: CTR Coordinator, PO Box 30727, Lansing, MI 48909

D. BHSP shall evaluate the reports submitted as described in Attachment C, Items A. and B. for their completeness and accuracy.

E. The Grantee shall permit the Department or its designee to visit and to make an evaluation of the project as determined by BHSP.

F. Monitoring and evaluation of targeted screening and referrals provided internally and supported via contractual agreements.

Any additional Requirements

A. Publication Rights

1. When issuing statements, press releases, requests for proposals, bid solicitations and other documents describing projects or programs funded in whole or in part with Federal fund, the Grantee receiving Federal funds, including but not limited to State and local governments and recipients of Federal research grants, shall clearly state:

    a. The percentage of the total costs of the program or project that will be financed with Federal funds.
    b. The dollar amount of Federal funds for the project or program.
    c. Percentage and dollar amount of the total costs of the project or program that will be financed by non-governmental sources.

2. The Grantee will submit all educational materials (e.g., brochures, posters, pamphlets, and videos) used in conjunction with program activities to BHSP for review and approval prior to their use, regardless of the source of funding used to purchase these materials. Materials may be emailed to: MDHHS-HIVSTIoperations@michigan.gov.

B. Grant Program Operation

1. The Grantee will participate in BHSP needs assessment and planning activities, as requested.

2. The Grantee will participate in regular Grantee meetings which may be face-to-face, teleconferences, webinars, etc. The Grantee is highly encouraged to participate in other training offerings and information-

sharing opportunities, network detection response and interventions in collaboration with BHSP opportunities provided by BHSP.

3. Each employee funded in whole or in part with federal funds must record time and effort spent on the project(s) funded. The Grantee must:

    a. Have policies and procedures to ensure time and effort reporting.
    b. Assure the staff member clearly identifies the percentage of time devoted to contract activities in accordance with the approved budget.
    c. Denote accurately the percent of effort to the project. The percent of effort may vary from month to month, and the effort recorded for funds must match the percentage claimed on the FSR for the same period.
    d. Submit a budget modification to BHSP in instances where the percentage of effort of contract staff changes (FTE changes) during the contract period.

4. **If conducting HIV testing using rapid HIV testing**, the Grantee will comply with guidelines and standards issued by BHSP and:

    a. Provide medical oversight letter/agreement signed by a licensed physician is necessary to collect specimens and order HIV antibody/antigen, HIV genotype, HIV incidence, syphilis, gonorrhea, chlamydia, and hepatitis C testing. According to Part 15 of the Public Health Code MCL 333.17001(j), ‘practice of medicine’ is defined as

        i. “the diagnosis, treatment, prevention, cure, or relieving of a human disease, ailment, defect, complaint, or other physical or mental condition, by attendance, advice, device, diagnostic test, or other means, or offering, undertaking, attempting to do, or holding oneself out as able to do, any of these acts.”

    b. Conduct quality assurance activities, guided by written protocol and procedures. Protocols and procedures, as updated and revised Quality assurance activities are to be responsive to: Quality Assurance for Rapid HIV Testing, MDHHS. See “Applicable Laws, Rules, Regulations, Policies, Procedures, and Manuals.”
        i. Ensure provision of Clinical Laboratory Improvement Amendments (CLIA) certificate.
        ii. Report discordant test results to BHSP

- Email – Bry Fryczynski (FryczynskiB@michigan.gov) and the MDHHS CTR inbox (MDHHS-HIV-CTR@michigan.gov)
- Fax - (517) 241-5922

iii. Ensure that staff performing counseling and/or testing with rapid test technologies has completed, successfully, rapid test counselor certification course or Information Based Training (as applicable), test device training, and annual proficiency testing.
iv. In the event of a confirmed case of HIV, an Adult Case Report form must be sent to the BHSP HIV Surveillance department via fax within 24 hours as referenced in the reporting table.

c. If conducting blood draws, the grantee must conduct the packaging and shipping training via Bureau of Laboratories. BashoreM@michigan.gov

i. Ensure that all staff and site supervisors have completed, successfully, appropriate laboratory quality assurance training, blood borne pathogens training and rapid test device training and reviewed annually.
ii. Develop, implement, and monitor protocol and procedures to ensure that patients receive confirmatory test results.
iii. To maintain active test counselor certification, each HIV test counselor must submit one competency per test device per year to the appropriate departmental staff.

5. **If conducting SSP**, the grantee will develop programs using MDHHS guidance documents and will address issues such as identification and registration of clients, exchange protocols, education, trainings for staff, and referrals.

a. Grantees will participate on monthly or quarterly conference calls to discuss best practices and identify barriers.

6. **If conducting PS**, the Grantee will comply with guidelines and standards issued by the Department. See “Applicable Laws, Rules, Regulations, Policies, Procedures, and Manuals.” The Grantee must:

a. Provide Confidential PS follow-up to infected clients and their at-risk partners to ensure disease management and education is offered to reduce transmission.
b. Effectively link infected clients and/or at-risk partners to HIV care and other support services.

c. Work with Early Intervention Specialist to ensure infected clients are retained in HIV care.
d. If applicable,

    i. Procure TLO or a TLO-like search engine.
    ii. Ensure staff that are utilizing TLO or TLO-search engine complete the TLO training to maintain and understand the confidential use of the system.
    iii. Effectively utilize the Internet Partner Services (IPS) Guidance to provide confidential PS follow-up to at-risk partners named by infected clients who were identified to have been met through the use of dating apps.
    iv. Ensure staff and site supervisors successfully complete the Internet Partner Services Training.
    v. Ensure staff conducting Internet Partner Services participant in monthly, bi-monthly meetings, webinars or calls to discuss best practices and identify barriers.

7. **If conducting 340 B STI/PrEP clinical activities**, the Grantee will comply with guidelines and standards issued by BHSP and:

    a. Funds generated by this program must be utilized to support the program, including to hire a Mid-level provider, supporting staff, and program materials to provide Pre-Exposure Prophylaxis (PrEP) services.
    b. Any funds included in this agreement above must be re-invested in HIV/STI PrEP services. This could mean improving, enhancing, and/or expanding your current HIV/STI services or adding new services to improve patient health outcomes for HIV/STI.
    c. Any revenue or income generated via billing from this agreement must be reinvested into this project.

8. **If conducting Social Marketing activities**, the Grantee will comply with guidelines and standards issued by BHSP and:

    a. Prior to implementation of any marketing activities the Grantee will submit a proposal as outlined in the Social Marketing Plan Attachment.
    b. If the proposal is approved, the Grantee will work with BHSP contract staff in regularly scheduled meetings, to ensure all activities are in line with program requirements
    c. Grantee will submit detailed social marketing campaign data (ex: impressions, website analytics, population groups reached, etc.) with quarterly progress reports

Meeting Requirements

A. BHSP requires one person from each agency to attend required subrecipient meetings each contract year. Meetings may be either virtual or in person.

B. The guiding principle of these meetings is to keep Grantees informed and in compliance with state and federal policies and procedures.

C. Meetings notifications are shared via contact monitors, through SHOARS and will be listed on the MDHHS Training Calendar.

D. For in-person meetings, grant funds should be utilized to support travel.

E. The Grantee, as per BHSP standards and compliance, are mandated to require relevant staff members to attend the meetings.

F. For any special accommodations or needs please communicate with your contract monitor.

Record Maintenance/Retention

A. The Grantee will maintain, for a minimum of five (5) years after the end of the grant period, program, fiscal records, including documentation to support program activities and expenditures, under the terms of this agreement, for clients residing in the State of Michigan.

Software Compliance

A. The Grantee and its subcontractors are required to use APHIRM to enter HIV client and service data into the centrally managed database on a secure server.

B. The Grantee and its subcontractors are required to use APHIRM to enter PrEP Cascade Data into the centrally managed database on a secure server.

C. The Grantee and its subcontractors are required to use APHIRM to enter EBI/ PrEP program data into the centrally managed database on a secure server.

D. The Grantee and its subcontractors are required to use APHIRM to enter Partner Services interview, linkage to care data, and identified dating apps through the use of Internet Partner Services (IPS) where appropriate.

E. The Grantee and its subcontractors are required to use SHOARS to request amendments, supplies, data, technical assistance and to register for trainings.

F. New staff needing access to APHIRM are required to submit the APHIRM user request form through SHOARS.

G. The Grantee shall notify MDHHS immediately via email at MDHHS-SHOARS-SUPPORT@michigan.gov of APHIRM users who are separated from the agency for deactivation.

Mandatory Disclosures

A. The Grantee will provide immediate notification to BHSP, in writing, including but not limited to the following events:

1. Any formal grievance initiated by a client and subsequent resolution of that grievance.

2. Any event occurring or notice received by the Grantee or subcontractor, that reasonably suggests that the Grantee or subcontractor may be the subject of, or a defendant in, legal action. This includes, but is not limited to, events or notices related to grievances by service recipients or Grantee or subcontractor employees.

3. Any staff vacancies funded for this project that exceed 30 days.

B. All notifications should be made to BHSP MDHHS-HIVSTIoperations@michigan.gov and MDHHS-SHOARS-SUPPORT@michigan.gov.

Technical Assistance

A. Technical assistance (TA) requests must be submitted via the MDHHS SHOARS system. In addition, if your contract is to be amended, the request will have to be logged into SHOARS. Registration instructions and further information can be found at: SHOARS support.

B. Recipient agency must register an Authorized Official, Financial Officer and Program Manager in the BHSP SHOARS system. These roles must match what the agency has listed for these roles in the EGrAMS system. If you have access related questions, contact MDHHS-SHOARS-SUPPORT@michigan.gov.

C. TA will be provided, as requested, on the implementation of the HIV Prevention program. This may include issues related to: APHIRM, Programs, Budget/Fiscal, Grants and Contracts, Risk Reduction Activities, Training, or other activities related to carrying out HIV prevention activities.

D. Training and TA will be provided in support of implementation of HIV testing as a standard of care and use of rapid HIV tests.

Compliance with Applicable Laws

A. The Grantee should adhere to all Federal and Michigan laws pertaining to HIV/AIDS treatment, disability accommodations, non-discrimination, and confidentiality.

PROJECT: Expanding, Enhancing Emotional Health (All Locations)

Project Synopsis

The E3 program funds mental health staff in schools to provide one on one therapy and small group therapy. **The required number of unduplicated users is 50 annually.**

Additional Reporting Requirements

The grantee shall submit all required reports in accordance with the Michigan Department of Health and Human Services' (the Department's) reporting requirements. These reports shall be submitted via E-GrAMS as described in the Department's boilerplate language.

Unallowable Expenses

The following costs are not allowed with this funding:

- The purchase or improvement of land
- Fundraising activities
- Political education or lobbying, including membership costs for advocacy or lobbying organizations
- Indirect costs

The following restrictions are in effect for this funding:

- Funds may not be used to refer a student for an abortion or assist a student in obtaining an abortion (MCL §388.1766).
- Funds may not be used to prescribe, dispense or otherwise distribute a family planning drug or device in a public school or on public school property (MCL §380.1507).
- Funding may not be used to serve the adult population (ages 22 years and older), with the exception of students up to 26 years of age who are receiving special education services.
- Funds may not be used to supplant or replace an existing program supported with another source of funds or for ongoing or usual activities of any organization involved in the project.

Training

- At least one staff member from each site/center is required to attend a yearly Michigan Department of Health and Human Services **CAHC Annual Meeting** in the fall, as announced by the MDHHS team.

- New mental health providers delivering services in the CAHC Program-E3 Model, are required to take a one-time **Risk Assessment – Motivational Interviewing Training**. This training does not need to be completed prior to offering services at the E3 site location.

Work plans will be submitted annually, attached to the original grant application at the beginning of the year. Quarterly work plan reports will be submitted, attached to the FSR, within 30 days of the end of the quarter. Work plans and work plan reports can also be submitted via e-mail to your appropriate E3 consultant:

Gina Zerka: zerkag@michigan.gov

MDHHS staff will evaluate all reports for completeness and adequacy.

All data previously reported will be submitted quarterly. The due dates are as follows:

a. Q1: Due January 30th,

b. Q2: Due April 30th,

c. Q3: Due July 30th and

d. Q4: Due September 30th.

All data shall continue to be entered into the Clinical Reporting Tool (CRT). See below for data definitions.

The grantee shall permit the Department or its designee to visit and make an evaluation of the project as determined by the Contract Manager.

Number of Unduplicated Users (clients) by Demographic Designation per quarter
Definition of an Unduplicated User:
An unduplicated user is an individual who has presented themselves to the E3 Program for service with the mental health provider (minimum Master's prepared and licensed mental health provider), and for whom a record has been opened. Opening a record includes documenting an assessment, diagnosis and treatment plan. Once per year, the user is counted to generate the number of unduplicated clients utilizing the E3 services for that year.

Age Range	Female	Male	Total
0-4			
5-9			
10-17			
18-21			

Number of Unduplicated Users (clients) **by Race** per quarter

White
Black/African-American
Asian
Native Hawaiian or Pacific Islander
American Indian or Alaskan Native
More than One Race

Number of Unduplicated Users (clients) **by Ethnicity** per quarter

Arab/Chaldean
Hispanic or Latino

Definition of a Visit:
A visit is a significant encounter between an E3 provider and a new (unduplicated) user or established (duplicated) user. Each visit should be documented as appropriate to the visit and provider (i.e., visits include an assessment, diagnosis and treatment plan

documented in the medical record and/or other documentation appropriate to the visit). A user will likely have multiple visits per year.

Total Visits by Provider Type per quarter
*Mental Health Provider must be minimum Master's prepared and licensed. Mental Health Provider visits are counted as "face to face" contacts.
*Telehealth Visits can be tele-conferencing and tele-phonic. Telehealth visits should be counted when using this mechanism during visit.
Note: Telehealth visits should be counted only once, as a Telehealth visit.
Do not count as a visit with BOTH the mental health provider AND a Telehealth visit.

Visits by Type per quarter
Count the visit by type of session provided. If the client was seen individually, count as an individual visit. If the client was seen in a therapeutic group, count as a group visit. If a client receives both individual and therapeutic group services, count both visit types.

QUALITY INDICATORS REPORT DEFINITIONS

For each of the following Quality Measures, report the **YTD NUMBER** each quarter. Each quarter, your data will likely be equal to or greater than, the previous quarter. Note that this is different than the quarterly reporting elements, where data is reported **by quarter** for that specific quarter only.

Number of Unduplicated Clients Ages 10-21 Years with an Up-to-Date Depression Screen
Report the number of unduplicated clients up-to-date with depression screening. This information could come directly from a behavioral health screener or risk assessment, so the number screened (flagged) for depression may equal or be very close to the number of behavioral health screeners and/or risk assessments completed. (Note this is not the same as a depression **assessment** conducted by a provider.) Do not double count clients who were screened (flagged) for depression using behavioral health screen or risk assessment and who also completed a specific depression screening tool (e.g., Beck's, PHQ-9, etc).

For the following two quality measures, please note that you are NOT expected to administer BOTH a behavioral health screen AND a risk assessment to each client. You only need to administer one tool or the other as appropriate for age, developmental level and need. Please report the number of behavioral health screens and/or risk assessments provided to your clients:
Number of Unduplicated Clients Ages 5-21 Years with at least one Behavioral Health Screen in the annual year.

Report the number of clients that receive a Behavioral Health Screen as appropriate for age and developmental level. Examples of **appropriate** screening tools (to use) **include but are** not limited to Pediatric Symptoms Checklist (17 or 34), Strength and Difficulties Questionnaire.

Number of Unduplicated Clients with an Up-to-Date Risk Assessment / Anticipatory Guidance
Report the number of clients that are complete with an annual risk assessment or

anticipatory guidance, as appropriate for age and developmental level. This may include clients that are UTD because they completed the risk assessment/anticipatory guidance in a previous fiscal year *but* are being seen in the E3 site in the current fiscal year.

BILLING REPORT DEFINITIONS

Reported on annual basis only, as requested:
Enter the **dollar amount in claims submitted for services** provided during the current fiscal year (October 1- September 30), regardless of whether or not the claims were paid during the fiscal year.

Enter the **dollar amount received in revenue** during the current fiscal year (October 1- September 30), regardless of whether or not revenue resulted from claims filed during the fiscal year.

For each of these entries, you will be entering data by:
Medicaid Health Plan/Medicaid (from a drop-down menu)
Commercial
Self-Pay
Other

Note that the Estimated Percent of Claims Paid and Unpaid (based on dollar amount, not on number of claims) and Payor Mix will be auto-totaled.

5 Most Common Reasons for Rejection of Submitted Claims
Select the five most common reasons for rejection of submitted claims from the dropdown menu according to best-fit category.

DIAGNOSES AND PROCEDURE CODES AND FREQUENCY

Reported on annual basis only, as requested:
Mental Health Problem Diagnoses – Top 5 diagnoses from the mental health provider
CPT codes – Top 5 CPT codes - both the code and the name of procedure

MINIMUM PROGRAM REQUIREMENTS
October 1, 2025 - September 30, 2026

ELEMENT DEFINITION:

Services provided by the mental health provider within the E3 site location are designed specifically for children and adolescents ages 5 through 21 years * and are aimed at achieving the best possible social and emotional health status. This is done by providing comprehensive mental health services.

MIMINUM PROGRAM REQUIREMENTS:

1. The E3 site location will provide a range of support services based on the needs of the target population/community. The services shall be of high quality, accessible, and acceptable to children and youth in the target population. Age-appropriate prevention guidelines and screening tools must be utilized.

a) Comprehensive mental health services shall include, at minimum: mental health care in prevention, intervention, and referral for other services not available at the E3 site location. Consented services are provided to the individual population, with the option of group therapy. Minor consented confidential mental health care should be provided as allowed by state and/or federal law (See Attachment 1: Service Detail).

2. Mental health services shall meet the recognized, current standards of practice for care and treatment for the population served.

3. The E3 program model shall not provide abortion counseling, services, or make referrals for abortion services.

4. The E3 program model, if on school property, shall not prescribe, dispense, or otherwise distribute family planning drugs and/or devices.

5. These services shall not supplant existing school services. This program is not meant to replace current special education or general education related social work activities provided by school districts. This program shall not take on responsibilities outside of the scope of these Minimum Program Requirements (Individualized Educational Plans, etc.).

6. There shall be a current signed interagency agreement defining the roles and responsibilities of the sponsoring agency and the local school district/building. Written approval by the school administration (ex: superintendent, principal and/or school board*) exists for the following:

   a) Location of the E3 program model within the school building.
   b) Parental Consent policy.
   c) Services rendered through the E3 program model.

*If local School Board approval is required for new grants and/or mental health programming within your district, MDHHS will require evidence of this approval both prior to commencing service provision and at site reviews.
* Indicates services may be provided, if desired and with appropriate training, for 3- and 4-year-old clients and up to age 26 for individuals that are eligible for Special Education services.

7. The E3 program model shall provide services year-round and be open to the primary target location in one school building.

8. The E3 program model shall be open during hours accessible to its target population. Provisions must be in place for the same services to be delivered during times when school is not in session. Not in session refers to times of the year when schools are closed for extended periods such as holidays, spring breaks, and summer vacation. These provisions shall be posted and explained to clients. The mental health provider shall have a written plan for after-hours and weekend care, which shall be posted in the center including external doors and explained to clients. An after-hours answering service and/or answering machine with instructions on accessing after-hours mental health care is required. If services are not able to

continue during periods of not in session, a written plan must be communicated to MDHHS for approval. If children or adolescents are being seen from outside of the targeted site, a policy shall exist to this effect. Provisions shall be explained to clients.

E3 Site Location: Full time (or full time equivalent) mental health counseling and/or services must be provided as part of this program model at a minimum of five days per week. Hours of operation must be posted in areas frequented by the target population.

9. The E3 site location staff shall operate within their scope of practice as determined by certification and applicable agency policies as well as Michigan law: E3 site location shall have a mental health provider licensed to practice in Michigan who has a minimum master's level degree in an appropriate discipline (Social Work-Clinical (MSW), Marriage and Family Therapist (MFT), Licensed Professional Counselor (LPC), or psychologist - limited licenses are accepted with proper supervision). Clinical supervision must be provided for all fully licensed mental health providers. For those master's level providers that hold a limited license working towards full licensure, clinical supervision must be in accordance with licensure laws/mandates and be provided by a fully licensed provider of the same degree while completing hours toward full licensure.

10. The E3 site location shall establish and implement processes for notification to parents/guardians, school staff (when allowable and appropriate), primary care provider (PCP) and/or other health care providers.

    a) Communication must not breach the confidentiality of the client regarding notification and exchange of information while complying with all applicable laws (e.g., HIPAA, FERPA and Michigan statutes governing minors' rights to access care).
    b) Communication with the client's parent/guardian, school staff, identified PCP (if applicable) and/or other health care providers will be based on criteria established by the fiduciary.

11. The E3 program model shall implement a continuous quality improvement (CQI) plan for mental health services. Components of the plan CQI shall include:

    a) Practice and client record review shall be conducted at least twice annually by an appropriate peer and/or other peer-level staff within or outside of the sponsoring agency, to determine that conformity exists with current standards of care. A system shall also be in place to implement corrective actions when deficiencies are noted.
    b) A CQI Coordinator shall be identified. CQI meetings, that include staff of all disciplines working in the health center, shall be held at least quarterly. These

meetings shall include discussion of reviews, client satisfaction survey and any identified clinical issues.

c) Conducting a client satisfaction survey, at a minimum, annually.
d) At minimum, one CQI project shall be conducted annually.

12. The E3 program model must have the following approved policies as a part of overall policies and procedures:

    a. Parental and/or minor consent.
    b. Custody of individual records, requests for records, and release of information that include the role of the non-custodial parent and parents with joint custody.
    c. Confidential mental health services as allowed by state and/or federal law.
    d. Disclosure by clients or evidence of child physical or sexual abuse, and/or neglect.

13. The E3 site location shall have space and equipment adequate for, private counseling, reception (if applicable), secured storage for supplies and equipment, and secure paper and/or electronic client records. The physical facility must be barrier-free, clean, safe, confidential, welcoming, and comfortable and reflect the ages of the population(s) served.

14. The mental health provider or contracting agency shall establish and implement a process for billing Medicaid, Medicaid Health Plans and other third-party payors for services rendered. Any revenue generated must be used to sustain the E3 program and its services. E3 shall establish and implement a sliding fee scale, which is not a barrier to health care for adolescents. No student will be denied services because of inability to pay. E3 funding is in place to support overall program operations including provider time; agencies are responsible to offset any outstanding balances for direct mental health services to avoid collection notices and/or referrals to collection agencies for payment. The billing and fee collection processes do not breach the confidentiality of the client.

15. The E3 program model shall have processes in place and identify staff responsibilities for handling emergencies on and off-site that define:

    a) Site-specific building emergency instructions that are posted, readily accessible, reviewed, and updated regularly.
    b) Mental health emergencies within the E3 site location (onsite).
    c) School district responsibilities related to emergencies and how the E3 staff may be involved in limited capacities within the school/offsite.

CHILD AND ADOLESCENT HEALTH CENTERS
EXPANDING, ENHANCING EMOTIONAL HEALTH (E3) MODEL
ATTACHMENT 1: SERVICES DETAIL

The following health services are required (or recommended) as part of the Expanding, Enhancing Emotional Health service delivery plan:

MENTAL HEALTH

REQUIRED

- Mental Health services provided by a master's level mental health provider
- Services provided are intended to assist children and adolescents experiencing mild to moderate severity of need
- Services include, screening, assessing, diagnosing, treatment planning, discharge, follow up, education and referrals (as needed)
- An up-to-date Behavioral Health Screen and/or Risk Assessment will be completed for unduplicated users at least once annually
- The use of an Electronic Medical Records system

RECOMMENDED

- Treatment groups using evidence-based curricula and interventions
- School staff training and professional development relevant to mental health
- Building level promotion, such as school climate initiatives, bullying prevention, suicide prevention programs, etc.
- Classroom education related to mental health topics
- Case management to and partnerships with other private/public social service agencies

ON-SITE TELEHEALTH (IF PROVIDED)

- If telehealth services are offered, they can be used as a supplemental service to the required face-to-face and cannot be done at a full-time capacity.
- When providing any services by telehealth, the provider(s) must be physically located at the funded program location.
- Utilize telehealth equipment
- Follow-up as appropriate
- Follow established guidelines for telehealth practices and documentation

EMERGENCY REPONSE

The E3 staff may support school administration and school staff for mental health emergencies on school grounds, including the following:

- Participate in the school-wide crisis team for mental health emergencies, but not lead the response team
- Participate in school-wide trainings for mental health crisis response, but not lead the training process for response teams
- Train school staff for mental health emergencies

MINOR-CONSENTED SERVICES AS DEFINED BY MICHIGAN AND/OR FEDERAL LAW

- Mental health counseling (14 years or older) 12 visits or 4 months (whichever comes first)

REFERRALS

Referral for services not provided in the E3 site location is required.

- Onsite (e.g. other providers/case manager to mental health provider or vice versa)
- Internal within the organization (e.g., PCP, women's health, health center, etc.)
- External (e.g., PCPs, specialists, dental services, community agencies, etc.)
- There is a process in place for internal and external referrals for initiation, follow-up (tracking), and close-out

School (if primary source of referral):

- There is a system in place between the school and the site location

PROJECT: Family Planning Program

Project Synopsis

The Michigan Family Planning Program assists individuals and couples in planning and spacing births, preventing pregnancy, and seeking preventive health screenings. On-site clinical services are delivered through a statewide network of local health departments, hospital-based health systems, and federally qualified health centers. The program prioritizes serving low-income individuals, adolescents, and un/underinsured individuals. Michigan's Family Planning Program serves as a safety net with providers who have been a reliable and trusted source of care, and in many cases the only regular source of health care and health education for Michiganders. Referrals to other medical, behavioral health, and social services are provided to clients, as needed. Services are charged based on ability to pay. No one is denied services due to inability to pay.

Additional Reporting Requirements

Each grantee shall submit the required reporting on the following dates:

Report	Time Period	Due Date to Department
FPAR 2.0 Year-End Encounter Level Report Family Planning Encounters (Table 13) & Family Planning Revenue Report (Table 14) (Calendar Year 2025)	January 1 – December 31	January 9
FPAR 2.0 Quarterly and Mid-Year Data Reports Encounter Level (Calendar Year 2026)	January 1 – March 31 January 1 – June 30 (mid-year) January 1 – September 30	April 10 July 10 October 9
FPAR 2.0 Family Planning Encounters (Table 13) & Family Planning Revenue Report (Table 14) (Calendar Year 2026)	January 1 – June 30	July 10
Annual Health Care Plan	October 1 – September 30	September 15
Teen/Adult Consumer Survey	October 1 – March 31	April 17

Each grantee shall indicate the following project outputs:

Target Measure	Total Performance Expectation	MDHHS State Agreement Minimum Performance Expected	
		Percent	Number
Unduplicated Number of Title X Clinic Users for FY26 Original Agreement Funding Amount		95%	
Unduplicated Number of Title X Clinic Users for FY26 Additional Geographic Service Area Funding Amount		35%	

A. Reports and information shall be submitted to the Contract Administrator at:

Report	Submit To
FPAR 2.0 Year-End Encounter Level Report (Calendar Year 2025)	MILogin via Family Planning Transfer Area
FPAR 2.0 Quarterly, and Mid-Year Data Reports Encounter-Level (Calendar Year 2026)	MILogin via Family Planning Transfer Area
FPAR 2.0 Family Planning Encounters (Table 13) & Family Planning Revenue Report (Table 14) (Calendar Year 2026)	MDHHS Family Planning Inbox mdhhs-reproductivehealthunit@michigan.gov
Annual Health Care Plan	MDHHS Family Planning Inbox mdhhs-reproductivehealthunit@michigan.gov
Teen/Adult Consumer Survey	MDHHS Family Planning Inbox mdhhs-reproductivehealthunit@michigan.gov

B. The Contract Administrator shall evaluate the reports submitted as described for their completeness and adequacy.

C. The Grantee shall permit the Department or its designee to visit and to make an evaluation of the project as determined by the Contract Administrator.

Any additional requirements (if applicable)

1. Each grantee must serve a minimum of 95% of contracted caseload to access its total amount of allocated funds. Each grantee's Family Planning Annual Report (FPAR) data will be used to monitor contracted caseload performance. Year-end FPAR will be used to assess whether grantee has met their minimum contracted caseload requirement.

2. Each grantee will be required to adhere to federal statue and regulations for Title X Family Planning Programs, including legislative mandates, Executive Orders, Department of Health & Human Services (HHS) grant administration regulations, HHS grant policy statements, and any applicable appropriations acts.
3. Each grantee will be required to adhere to the current version of the *Michigan Title X Family Planning Program Standards & Guidelines Manual*.
4. Each grantee will provide MDHHS a minimum of 30 days advance notice of any service site (i.e., clinic) changes, including any deletions, additions, or changes to the name, location, street address and email, services provided on-site, and contact information for the service site. Service site changes can be sent to grantee's agency consultant.
5. Each grantee will be required to participate in program planning and evaluation, including the completion of an Annual Health Care Plan as stipulated by MDHHS, in non-competitive funding years, including but not limited to, project progress report, clinic operations and services provided, and upcoming fiscal year work plan.
6. Each grantee will ensure that low-income individuals (i.e., ≤100% of federal poverty level) are given priority to receive family planning services.
7. Each grantee will provide family planning clients with a broad range of acceptable and effective medically approved family planning methods, including natural family planning, and services, including pregnancy testing and counseling, assistance to achieve pregnancy, basic infertility services, sexually transmitted infection (STI) services, preconception health services, and adolescent-friendly health services.
8. Each grantee will provide family planning services on a voluntary basis, without coercion to accept services or any particular method of family planning, and without making acceptance of services a prerequisite to eligibility for, or receipt of, any other services, assistance from, or participation in any another program offered by grantee.
9. Each grantee will inform all staff participating in the Family Planning project that they may be subject to prosecution if they coerce or try to coerce any person to undergo an abortion or sterilization procedure.
10. Each grantee will provide confidential family planning and related preventive health services to minors and will not require written consent of parents or guardians for the provision of services to minors. Grantee will not notify parents or guardians before or after a minor has requested and/or received family planning services, without the consent of the minor.
11. Each grantee will encourage family participation in the decision of minors to seek family planning services and must provide counseling to minors on how to resist efforts that coerce minors into engaging in sexual activities.
12. Each grantee will comply with all state mandated reporting laws related to child abuse and neglect; abuse, neglect, and exploitation of vulnerable adults; and human trafficking. Confidentiality cannot be invoked to circumvent requirements for mandated reporting.
13. Each grantee will provide family planning services in a manner that is client-centered, culturally and linguistically appropriate, inclusive and trauma-informed; protects the dignity of the individual and ensures equitable and quality service delivery.

14. Each grantee will provide family planning services without regard to race, sex, religion, age, national origin, color, height, weight, marital status, number of pregnancies, gender identification or expression, sexual orientation, partisan considerations, sex characteristics, disability or genetic information that is unrelated to the person’s circumstances.
15. Each grantee will not provide abortion as a method of family planning and will have written policy that no Title X funds are used to provide abortion as a method of family planning.
16. Each grantee will provide pregnancy testing and client-centered counseling to all clients in need of this service and will offer pregnant clients, if requested, neutral, factual, information and non-directive counseling on prenatal care and delivery; infant care, foster care, or adoption; and pregnancy termination.
17. Each grantee will offer services on a sliding fee scale, based on the current Federal Poverty Guidelines, for individuals with a family income between 100% and 250% of the federal poverty level to assure services are billed based on ability to pay. No one can be denied services due to inability to pay.
18. Each grantee will ensure no charges will be made for services provided to low-income clients (i.e., ≤100% of federal poverty level) except when that payment will be made by a third-party, which is authorized to or is under legal obligation to pay this charge. Donations are permissible from eligible clients, as long as clients are not pressured to make one and donations are not a prerequisite to family planning services or supplies.
19. Each grantee where there is legal obligation or authorization for third-party reimbursement, including public or private sources, all reasonable efforts must be made to obtain third-party payment without application of any discounts. Where the cost of services is to be reimbursed under Title XIX, XX, or XXI of the Social Security Act, a written agreement with the title agency is required.
20. Each grantee will have a schedule of fees designed to recover the reasonable cost of providing services for clients whose income exceeds 250% of federal poverty level based on an analysis of the costs of providing services and identification of other factors used to determine the fee schedule is reasonable.
21. Each grantee will convene a Family Planning Advisory Committee or similar body, which will be broadly comprised of the population and/or community served to allow participation in, the development and review of program policy and practices, implementation, and evaluation of the project by others in the community knowledgeable about the community's needs for family planning services and will meet at least once a year.
22. Each grantee will establish and implement planned activities to provide community education programs to facilitate awareness and access to family planning services and encourage participation by diverse persons in the communities served.
23. Each grantee will convene an Information and Education Committee comprised of at least five members who are broadly representative of the population and/or community served that meets at least once a year to review (i.e., consider the suitability) and approve all informational and educational materials, print or electronic, prior to distribution.

24. Each grantee will provide for orientation and in-service training for all family planning project personnel. Orientation must include tenets of the Title X Program.
25. Each grantee will provide family planning services without the imposition of any residency requirement or requirement that the client be referred by a physician.
26. Each grantee will provide that family planning medical services will be performed under the direction of a clinical services provider with special training or experience in family planning.
27. Each grantee will have written clinical protocols that are in accordance with nationally recognized standards of care and the current version of the *Providing Quality Family Planning Services in the United States: Recommendations of the U.S. Office of Population Affairs recommendations* that are reviewed and signed annually by the directing clinical services provider overseeing the Family Planning project.
28. Each grantee will offer client-centered care on-site and/or by referral, meaning care that is respectful of, and responsive to, individual client preferences, needs, and values; client values guide all clinical decisions.
29. Each grantee will offer education on HIV and AIDS, risk reduction information, and either on-site testing or provide a referral for this service.
30. Each grantee will operate in accordance with federal and state laws regarding the provision of pharmaceuticals, including but not limited to, security and record keeping for drugs and devices.
31. Each grantee will operate its project in accordance with federal and state laws and guidelines regarding the provision of laboratory services related to family planning and preventive health.
32. Each grantee will address clients' social determinants of health to the extent feasible through the coordination of referral arrangements for other health care, related social services, and counseling.
33. Each grantee will have a current list of social services agencies and medical referral resources that is reviewed and updated annually.
34. Each grantee will provide for emergency medical management to address emergency situations.
35. Each grantee will establish a medical record for all clients who receive clinical services, including but not limited to, pregnancy testing, counseling, and emergency contraception. Medical records must comply with HIPAA privacy and security standards and document quality care standards.
36. Each grantee will have a quality assurance system in place for ongoing evaluation of family planning services, including a tracking system for clients in need of follow-up or continued care, quarterly medical audits per clinician to determine conformity with agency protocols, quarterly chart audits/record monitoring to determine the accuracy of medical records, and a process to implement corrective actions for deficiencies.
37. Each grantee assures that if family planning services are provided by contract or other similar arrangements with actual providers of services, services will be provided in accordance with a plan, which establishes rates and method of payment for medical care. These payments must be made under agreements with a schedule of rates and payment procedures maintained by grantee. Grantee must be prepared to substantiate these rates are reasonable and necessary.

38. Each grantee will comply with all Office of Population Affairs (OPA) Family Planning Annual Report (FPAR) 2.0 requirements, as well as MDHHS required FPAR elements, for the purposes of monitoring and reporting performance.
39. Each grantee will have a data collection system in place to assure accurate FPAR 2.0 reporting, and will be responsible for updating their system, as needed, to be in compliance with OPA and MDHHS FPAR 2.0 data collection and reporting standards and deadlines.
40. Each grantee will use FPAR 2.0 to identify program disparities and to the extent feasible, will implement quality improvement techniques and/or use program promotion, community outreach, or other community-based strategies to address identified disparities.
41. Each grantee will provide that all services purchased for project participants will be authorized by the project director or their designee on the project staff.
42. Each grantee will have a separate budget for its Family Planning project and maintain a financial management system that meets the standards specified in 45 CFR Part 75.
43. Each grantee assures all project expenditures comply with 45 CFR Part 75 and are expended solely for the purpose of delivering Title X Family Planning Services and that any Family Planning revenue earned will be invested back into program operations and reported as earned program income for financial reporting.
44. Each grantee will comply with the MDHHS Medicaid Cost-Based Reimbursement (MCBR) reporting requirements and attach the MCBR Tracking Form to their final financial status report. The MCBR Tracking Form must be completed in its entirety and include Family Planning MCBR and Other Medicaid MCBR financial information for all programs.
45. Grantee’s funding cannot be used for fundraising activities and/or political education or lobbying, including membership costs for advocacy or lobbying organizations.
46. Grantee’s funding cannot be used to supplant funding for an existing program supported with another source of funds.
47. Each grantee awarded an additional geographic service area (GSA) allocation in Fiscal Year 2024 (FY24) via the approved Family Planning funding formula must serve at least 35% of their additional GSA contracted caseload performance expectation in Fiscal Year 2026 (FY26). Each grantee’s FPAR data will be used to monitor contracted caseload performance. Year-end FPAR 2.0 will be used to assess whether grantee has met the 35% contracted caseload performance expectation.
48. Grantees awarded contraceptive access funding in FY25 will receive the equivalent allocation in FY26 to be used in FY26 to support access to a broad range of FDA-approved contraceptive methods on-site, including long-acting reversible contraceptives. These funds will be monitored via routine financial (e.g., financial status reports) and program oversight (e.g., FPAR 2.0, comprehensive site reviews) mechanisms.

PROJECT TITLE: Fetal Alcohol Spectrum Disorder Community Project

Project Synopsis

Grantee will implement alcohol screening and FASD prevention education among women of reproductive age and refer affected infants, children, and their families to a FASD Diagnostic Center for evaluation and intervention.

Additional Reporting Requirements

The Grantee will report in EGrAMS the status of each objective listed in the FASD Workplan Narrative Report. In addition, the grantee will also submit Data Evaluation Reports. Please see the following tables listing the report type, time period, and due date of specified report:

The Grantee shall submit reports by the following dates:

1) EGrAMS Workplan Reports

Time Period	Due Date	Submit To
October 1 – December 31	January 31	Nilesm2@Michigan.gov
January 15 – March 31	April 30	
April 1 – June 30	July 31	
July 1 – September 30	October 31	

2) Data Evaluation Reports (The Contract Manager will email project lead the report template)

Time Period	Due Date	Submit To
October 1, 2025 – March 31, 2025	April 30, 2026	Nilesm2@michigan.gov
April 1, 2026 – September 30, 2026	October 31, 2026	

Contract Manager:
Michele F. Niles, MSN, RN, RNC-MNN
Elliott-Larsen Building, 320 S. Walnut St, 5th Floor,
Lansing, Michigan 48933
Nilesm2@michigan.gov

PROJECT: Fetal Infant Mortality Review (FIMR) Case Abstraction

Project Synopsis

Qualified individuals will perform medical record case abstraction for Fetal Infant Mortality Review to include the following:

- Utilize the FIMR Sampling Plan for case selection template provided.
- Review of medical records involved in fetal and infant death to include, but not limited to hospital, prenatal, emergency, and medical examiner's records.
- Interact with other agencies and service providers involved in infant's death (Child Protective Services, local health department, law enforcement).
- Develop de-identified case summaries from the above abstracted information, as well as the FIMR interview.
- Attend the review team meetings to facilitate the presentation of the cases and develop recommendations, utilizing the Michigan FIMR CRT Recommendation Form and Michigan FIMR Log Local Recommendations.
- Enter cases into the National Fatality Review Case Reporting System (FIMR database) at the National Center for Fatality Review and Prevention.
- Present FIMR findings and recommendations to local FIMR Community Action Team (CAT) annually, at a minimum, to develop action plans.

Additional Reporting Requirements

Quarterly progress reports following the template provided. Quarterly reports are due the 15th of the month following the end of the quarter and are submitted to Audra Brummel, State coordinator (brummela@michigan.gov).

	Reporting Time Period	Due Date
1st Quarter	October 1 – December 31	January 15
2nd Quarter	January 1 – March 31	April 15
3rd Quarter	April 1 – June 30	July 15
4th Quarter	July 1 – September 30	October 15

Any additional requirements (if applicable)

Each completed case abstraction will be compensated at $270.00 per case.

- FIMR team recommendations and information will be used to inform the State of Michigan infant mortality reduction efforts.

Maximum Program Reimbursement:

Grantee	Maximum Reimbursement Amount
Berrien County Health Department	$ 4,050
Calhoun County Public Health Department	$ 3,240
Detroit Health Department	$ 2,700
Genesee County Health Department	$ 4,115
Ingham County Health Department	$ 3,240
Jackson County Health Department	$ 3,240
Kalamazoo County Health and Community Services Department	$ 6,480
Kent County Health Department	$ 12,150
Macomb County Health Department	$ 4,050
Public Health Muskegon County	$ 2,700
Oakland County Department of Health and Human Services/Health Division	$ 6,480
Saginaw County Health Department	$ 5,940

PROJECT TITLE: Fetal Infant Mortality Review (FIMR) Interviews

Project Synopsis

Conduct Fetal Infant Mortality Review (FIMR) interviews with the intent of informing the FIMR case abstraction process and informing the infant mortality reduction efforts both locally and statewide.

Additional Reporting Requirements

Mid-year progress report and final report using the FIMR interviews template, which will address what was learned about preventability at the individual, clinical care, health system, community, and policy level are due April 15 and a final report due October 15 by submission to Audra Brummel, State coordinator (brummela@michigan.gov).

Any additional requirements (if applicable)

- Each completed FIMR interview will be compensated at $125.00 per interview. A maximum of 6 visits are reimbursable per fetal/infant death up to the contract allocation.
- FIMR team recommendations and information will be used to inform the State of Michigan infant mortality reduction efforts.
- Utilize the FIMR Case Review Team (CRT) Recommendation Form and the Log of Local FIMR Recommendations.
- Utilize Michigan FIMR resources and National Center for Fatality Review resources.

Additional Requirements for Detroit Health Department (DHD) and Kent County Health Department (KCHD) only:

- **DHD:** At least 1 MMMS next of kin interviews will be completed by September 30, 2026. Each completed MMMS next of kin interview will be compensated at $250.00 per interview. A maximum of 8 visits are reimbursable per case up to the contract allocation.
- **KCHD:** At least 1 MMMS next of kin interviews will be completed by September 30, 2026. Each completed MMMS next of kin interview will be compensated at $250.00 per interview. A maximum of 4 visits are reimbursable per case up to the contract allocation.
- The MMMS next of kin interview will follow the FIMR methodology and the Michigan FIMR Interview Guide questionnaire with additional questions relevant to maternal deaths.
- Use of consent forms, questionnaire, and template for collecting interview summaries provided

- The DHD and KCHD FIMR Interviewers will be invited to MMMS Maternal Mortality Review Committee (MMRC) meetings when an interview is completed to provide an overview and additional details on the interview.

Maximum Program Reimbursement:

Grantee	Maximum Reimbursement Amount
Berrien County Health Department	$ 1,875
Calhoun County Public Health Department	$ 1,500
Detroit Health Department	$ 6,750 – FIMR $ 2,000 – MMMS
Ingham County Health Department	$ 2,500
Jackson County Health Department	$ 1,250
Kalamazoo County Health and Community Services Department	$ 2,250
Kent County Health Department	$ 1,250 – FIMR $ 1,000 - MMMS
Macomb County Health Department	$ 1,500
Public Health Muskegon County	$ 625
Oakland County Department of Health and Human Services/Health Division	$ 2,000

PROJECT: FFPSA HV EXPANSION

Project Synopsis

The Family First Prevention Services Act (FFPSA) project is a national initiative being implemented in Michigan to support the prevention of the placement of children into foster care. FFPSA support Positive Parenting Programs such as evidence-based home visiting models. Additionally, home visiting programs that are funded through FFPSA can serve families impacted by substance use regardless of their child welfare involvement. Each HV Model is implemented in accordance with the standards and tenants of that particular model. FFPSA is known within funded programs and communities as Thriving Futures.

Additional Reporting Requirements

The Local Implementing Agency (LIA) shall submit all required reports in accordance with the Department reporting requirements. See the Michigan Department of Health and Human Services' (MDHHS) Home Visiting Section Guidance Manual (MDHHS HVS Contract Supports) for details about what must be included in each report.

a. Staffing Changes: Within 10 days of a staffing change, notify the Model Consultant via e-mail and incorporate the change(s) into the budget and face sheet during the next amendment cycle as appropriate. The face sheet identifies the agency contacts and their assigned permissions related to the tasks they can perform in E-GrAMS. The assigned Project Director in E-GrAMS can make the face sheet changes once the agreement is available to be amended.

b. Work Plan: Due annually by May 30 to the HVS Model Consultant for preapproval then uploaded to Groupsite. See the MDHHS Home Visiting Section Guidance Manual for requirements related to Work Plan development and reporting.

c. Work Plan Reports: Must be uploaded to Groupsite within 30 days of the end of each quarter (January 30, April 30, July 30, and October 30).

d. In addition to other data required by MDHHS, LIAs are required to record and submit ongoing funding tracking data used for federal billing and reporting through REDCap and/or their model data system by Thursday each week. This data includes:
    - Family Model ID#
    - Funding Source
    - How substance use was identified if the family has substance use impact
    - Family demographic information (including MiSACWIS IDs) if the family is FFPSA eligible

e. HVS and FFPSA data collection requirements due in REDCap and appropriate model data system by the 5th business day of each month. PAT programs must

use Visit Tracker, HFA programs must use Home Visiting On-Line (HVOL), and NFP programs must use Flo for all model and other MDHHS required data.

f. Quality Improvement Reporting:
   - Documentation of a QI team will be submitted with the quarterly Work Plan Report.
   - Documentation of QI activities will be submitted with the quarterly Work Plan Report.
   - Annual summary of QI activities will be submitted to the Model Consultant by April 30 using the HVS required QI Summary Template (QI Annual Summary Report Template).

g. HV CoIIN Reporting (for those LIAs participating) for QI efforts shall occur in accordance with the CoIIN's schedule. Participating LIAs are required to use the HV CoIIN site to complete monthly submissions of PDSA cycles and required data (the frequency of data collection may vary).

Reports (a-g) shall be submitted as described above. Additional guidance concerning data collection and Quality Improvement is provided in the MDHHS Home Visiting Section Guidance Manual.

Grantee Specific Requirements:

Home visitors funded through Thriving Futures will serve families referred from local Child Welfare agencies or those who are impacted by substance use, in proportion to their Thriving Futures FTE.

HFA: 13 FFPSA families per 1.0 FTE

NFP: 20 FFPSA families per 1.0 FTE

PAT: 12-16 (monitoring for 14) families per 1.0 FTE

MOU

LIAs are required to work with MDHHS to complete a Memorandum of Understanding with MDHHS to establish expectations for the relationship that is being built between child welfare and the home visiting program. Healthy Families America (HFA) LIAs will need to submit the HFA's Child Welfare Protocol application to HFA National. They will also need to work with their assigned Child Welfare Service Analyst to obtain the signature of their local DHHS office on a letter of support. Both need to be completed before an HFA LIA can enroll any families under FFPSA or the Child Welfare Protocol.

Maintain Fidelity to the Model

The LIA shall adhere to the Home Visiting model Best Practice Standards or Model Elements. In addition, all Healthy Families America affiliates shall comply with the requirements of the Central Administration for the Multi-Site State System (also known as "The State Office") housed within the Michigan Public Health Institute.

Comply with MDHHS Program Requirements

The LIA shall operate the program with fidelity to the requirements of MDHHS based on

the agreement executed in E-GrAMS and the conditions as outlined in the MDHHS Home Visiting Section Guidance Manual. The LIA will fulfill these requirements while strengthening efforts towards health and racial equity through staff education, programmatic data evaluation and client supportive services.

P.A. 291

The LIA shall comply with the provisions of Public Act 291 of 2012. See the MDHHS Home Visiting Section Guidance Manual for requirements related to PA 291.

Staffing

The LIA's home visiting staff will reflect the community served. The LIA will provide documentation to demonstrate due diligence if unable to fully meet this requirement within 90 days of a MDHHS site visit in which this was a finding. See the MDHHS Home Visiting Section Guidance Manual for requirements related to program staffing.

Performance Measures:

The LIA shall comply with MDHHS expectations of demonstrating improvement in the performance measures as described in the MDHHS Home Visiting Section Guidance Manual.

Program Monitoring, Quality Assessment, Support and Technical Assistance (TA):

The LIA shall fully participate with the Department and the Michigan Public Health Institute (MPHI) with regards to program development and monitoring (including annual site visits either in-person or virtual), training, support and technical assistance services. See the MDHHS Home Visiting Guidance Unit Manual for requirements related to program monitoring, quality assessment, support and TA.

Professional Development and Training:

All of the LIA's program staff associated with this funding will participate in professional development and training activities as required by both the model and the Department. See the MDHHS Home Visiting Section Guidance Manual for requirements related to professional development and training activities.

Supervision:

The LIA shall adhere to the HV Model supervision requirements:

- **HFA**: Weekly 1.5 - 2 hours of individual supervision per 1.0 FTE and pro-rated as allowed by the Best Practice Standards.
- **NFP**: LIA shall adhere to the NFP supervision requirements.
- **PAT**: Minimum of two hours per month of individual reflective supervision per 1.0 FTE as well as a minimum of two hours per month of group supervision.

Written policies and procedures shall specify how reflective supervision is included in, or added to, that time to ensure provision for each home visitor at a minimum of one hour per month.

Engage and Coordinate with Community Members, Partners and Parents:
The LIA shall build a relationship with their local DHHS office. LIAs are expected to use the referral response form to inform the DHHS worker for their assigned FFPSA families of the enrollment date, referral status within two weeks of referral, and if a home visitor has not been able to connect with a family in two weeks, and referral closure date. After FFPSA eligible families have enrolled, LIAs are expected to use the monthly update form to provide the DHHS worker for their assigned FFPSA families with family level updates. LIA will coordinate with DHHS when approaching annual review for any enrolled FFPSA families.

The LIA shall build relationships with local community providers who serve families impacted by substance use.

The LIA shall build upon and maintain diverse community collaboration and support with authentic engagement of parent representatives who have lived experience.

The LIA shall participate in the Local Leadership Group (LLG) (if it is not the community advisory committee) or, if none, the Great Start Collaborative.

The LIA shall participate in the Regional Perinatal Quality Collaborative.

See the MDHHS Home Visiting Section Guidance Manual for requirements related to engagement with community partners.

Data Collection:
The LIA shall comply with all model and MDHHS HVS data training, collection, entry, and submission requirements. See the MDHHS Home Visiting Section Guidance Manual for requirements related to data collection.

Quality Improvement (QI):
The LIA shall participate in all HV Model quality initiatives including research, evaluation, and continuous quality improvement.

The LIA shall participate in all state and local Home Visiting QI activities as required by MDHHS. Required activities include, but are not limited to:

- Developing and maintaining a QI team
- Participating in QI activities during the fiscal year.
- Consulting with QI coaches

See the MDHHS Home Visiting Section Guidance Manual for requirements related to QI.

Promotional Materials:
If the LIA wishes to produce any marketing, advertising or educational materials using grant agreement funds, they must follow the requirements outlined in the MDHHS Home Visiting Section Guidance Manual.

PROJECT: Food Delivery Service Pilot (FDSP)

Project Synopsis

The Food Delivery Service Pilot (FDSP) project seeks to mitigate transportation barriers, increase grocery access, and address food security needs of Supplemental Nutrition Assistance Program (SNAP) recipients in Wayne and Kent Counties, whose populations disproportionately experience barriers to food access. Funded partners include the Heart of West Michigan United Way for Kent County, and the United Way for Southeastern Michigan, and Wayne County Health Department for Wayne County.

Additional Requirements

Grantees are required to submit a quarterly status report with information on the following areas:

1. **Section 1: FDSP Supplemental Projects:** The Food Delivery Service Program was funded in two rounds; the first round of funding included $500,000 per grantee to implement a supplemental project, with community-driven objectives. Please answer questions related to these activities and objectives for the reporting period.

2. **Section 2: FDSP Boilerplate Projects**: The second round of funding included $1.5 million per county to directly support food delivery services to Food Assistance Program eligible residents in Kent and Wayne counties, in alignment with boilerplate language. Please answer questions related to these activities and objectives for reporting period.

3. **Increasing SNAP/FAP Enrollment**: Please answer questions related to these activities and objectives for reporting period.

Surveys will be completed through Qualtrics and must be submitted by 15th of the month following the respective reporting period.

- January 15, 2026 (reporting period of October-December 2025)
- April 15, 2026 (reporting period of January-March 2026)
- July 15, 2026 (reporting period of April-June 2026)
- October 15, 2026 (reporting period of July-September 2026)

Any additional requirements (if applicable)
Grantee participation in quarterly Learning Community meetings and quarterly Regional Partner meetings to share updates, best practices, and barriers will be required.

PROJECT: Harm Reduction Capacity Expansion

Project Synopsis

Grantees and subrecipients of these funds are authorized by the State of Michigan to distribute syringes for the purposes of preventing the transmission of communicable diseases. These dollars will be used by the grantee to plan and implement syringe service programs within their jurisdictions. Grantees will develop policies and protocols following best practice guidance with respect to client registration, supply disposal and supply distribution, education of participants, staff training, referral to substance use treatment, referral or testing for infectious diseases, and provision of naloxone for overdose prevention.

Additional Reporting Requirements

Grantees will be enrolled and submitting service delivery data to the Syringe Service Program Utilization Platform (SUP)

Grantees will participate on bimonthly conference calls to discuss the state of SSP in Michigan, share successes, challenges, and best practices.

Information on changes in hours of operation and/or location of service delivery must be communicated to MDHHS Harm Reduction Unit immediately for updating of SSP directories.

Any additional requirements (if applicable)

- Funds may not be used to buy sterile needles or syringes.
- Funds may not be used to purchase sterile smoking supplies.
- Grantees must establish relationships to link clients to care for substance use disorder treatment.
- Grantees must be able to provide clients with Narcan / naloxone.
- If sites are performing HIV and/or HCV testing, grantees should establish relationships to link clients to care for HIV and/or HCV follow-up testing and treatment.
    - Grantees are encouraged to work with the MDHHS Viral Hepatitis Unit (MDHHS-Hepatitis@Michigan.gov) to purchase hepatitis C rapid test kits at no cost.
- If sites are not performing HIV and or/HIV testing, grantees should establish relationships to refer clients to HIV and/or HCV testing.
- Technical assistance is available upon request.

PROJECT: Harm Reduction Supply Support

Project Synopsis

The purpose of this project is to prevent transmission of infectious diseases and reduce harm among persons who are injecting drugs.

Additional Reporting Requirements

Grantees will submit service delivery data to MDHHS via the SSP Utilization Platform (SUP). SUP data is expected to be entered in near real time and shall not be reported later than 30 days from the end of the month. Grantees that are not yet open for services, or did not provide service delivery during a month, must submit a qualitative report of activities to MDHHS no later than 30 days from the end of the month.

Grantees will participate on bimonthly conference calls to discuss the state of SSP in Michigan, share successes, challenges, and best practices.
Information on changes in hours of operation and/or location of service delivery must be communicated to MDHHS immediately for updating of SSP directories.

Any additional requirements (if applicable)

- Grantees must ensure that program activities abide by state and local law, and must coordinate with local stakeholders (e.g. law enforcement, elected officials, health department) when implementing services.
- Funds may be used to purchase syringes and other sterile works for injecting substances.
- Funds may be used to purchase sterile smoking supplies.
- Funds may not be used to purchase Narcan, as grantees can order this through the MDHHS Narcan Direct portal at no cost.
- Grantees will be required to complete monthly incentive log provided by MDHHS and submit no later than 30 days from the end of the month. Grantees must seek written agreement on incentive type to be approved by MDHHS and must directly align with their "incentive line item" outlined in their fiscal budget. Additionally, grantees will be required to submit proof of purchase receipt to funder each month.
- Grantees must establish relationships to link clients to care for substance use disorder treatment.
- Grantees must be able to provide clients with Narcan / naloxone.
- If sites are performing HIV and/or HCV testing, grantees should establish relationships to link clients to care for HIV and/or HCV follow-up testing and

treatment. Grantees are encouraged to work with the MDHHS Viral Hepatitis Unit (MDHHS-Hepatitis@Michigan.gov) to purchase hepatitis C rapid test kits at no cost.

- If sites are not performing HIV and/or HIV testing, grantees should establish relationships to refer clients to HIV and/or HCV testing.
- Technical assistance is available upon request.

PROJECT: Harm Reduction Support Match

Project Synopsis

Grantees and subrecipients of these funds are authorized by the State of Michigan to distribute syringes for the purposes of preventing the transmission of communicable diseases. These dollars will be used by the grantee to plan and implement syringe service programs within their jurisdictions. Grantees will develop policies and protocols following best practice guidance with respect to client registration, supply disposal and supply distribution, education of participants, staff training, referral to substance use treatment, referral or testing for infectious diseases, and provision of naloxone for overdose prevention.

Additional Reporting Requirements

Grantees will be enrolled and submitting service delivery data to the Syringe Service Program Utilization Platform (SUP)

Grantees will participate on bimonthly conference calls to discuss the state of SSP in Michigan, share successes, challenges, and best practices

Any additional requirements (if applicable)

- Funds may not be used to buy sterile needles or syringes.
- Grantees must establish relationships to link clients to care for substance use disorder treatment.
- Grantees must be able to provide clients with Narcan / naloxone.
- If sites are performing HIV and/or HCV testing, grantees should establish relationships to link clients to care for HIV and/or HCV follow-up testing and treatment.
- If sites are not performing HIV and or/HIV testing, grantees should establish relationships to refer clients to HIV and/or HCV testing.
- Technical assistance is available upon request.

PROJECT: Healthy Community Zones

Project Synopsis
The focus of the program is to reduce racial disparities in health and to develop comprehensive long-term strategies that address access to healthy foods, healthy built environments, opportunities for youth to thrive, and support social cohesion. The initial pilot is to be implemented in Chippewa and Saginaw Counties, and the City of Detroit.

Reporting Requirements
Quarterly Workplan Report submissions submitted via email: MDHHS-HCZ@michigan.gov

Report Due Dates
Quarter 1 Oct-Dec: due Jan 15th
Quarter 2 Jan-March: due April 15th
Quarter 3 April-June: due July 15th
Quarter 4 July-Sept: due Oct 15th

Program Specific Requirements
Funding will support communities in initiatives that do one or more of the following:

- Increase food security
- Create a healthy built environment and active communities
- Support healthy, thriving children and youth
- Enhance social cohesion

Unallowable expenses

The following expenses are unallowable and should not be included in project budgets:

- Lobbying and political activities
- Individual assistance such as tuition, cash stipends, emergency aid, etc.

Funding cannot be used to supplant other funding or as a substitute for funds currently being used to support similar activities.

Match Requirements

Match is not required for this grant funding opportunity.

Credentials

The Grantee shall assure that appropriately credentialed or trained staff under its control, including Grantee employees and/or subcontractors, shall perform functions under this Agreement.

Expected Performance Outcomes

Communities will be supported to define success and impact and to identify metrics to capture systemic change and success stories.

A state level evaluation plan with quantitative and qualitative data will measure reach for local interventions, community level Policy, Systems, Environmental (PSE) changes and state level actions to support PSE and outcomes such as increased walkability, healthy food access and breastfeeding support.

Subcontracting

Subcontractors shall be subject to all conditions and provisions of any resulting agreement.

If subcontracting, the Grantee must obligate the subcontractors to maintain the confidentiality of MDHHS' client information in conformance with state and federal requirements.

If portions of the services are being subcontracted, the applicant must identify the services the subcontractor will perform and provide all information requested, as it applies to both the applicant and the subcontractor(s). A subcontractor budget and statement of work must be provided for subcontractor services for $50,000 or more. If the subcontractor's price is based on a fee schedule, the fee schedule must be included.

MDHHS may, at its discretion, require information on the process of an awarded subcontractor application.

A Grantee is responsible for the performance of any subcontractors. Subcontractors shall be held to the same standard of quality and performance as the Grantee. Evaluators of applications will consider the qualifications of both the Applicant and subcontractor when making agreement award recommendations.

PROJECT:
HIV/AIDS Linkage to Care Project
HIV Care Coordination
HIV Data to Care
HIV Housing Assistance
HIV Ryan White Part B
HIV Ryan White Part B MAI

Project Synopsis

A. The above projects provide a comprehensive system of HIV primary medical care, essential support services, and medications for consumers with HIV who are newly diagnosed, not engaged in care, and uninsured and underserved. The projects provide funding to provide care and treatment services to achieve positive health outcomes; reduce HIV transmission among hard-to-reach populations; eliminate barriers (transportation, housing, insurance, access/knowledge of access to medical care, stigma-related mental health issues, etc.) to accessing care through a combination of referrals and linkage to Ryan White Service providers and other community services.

Reports and information shall be submitted to the Bureau of HIV/STI Programs (BHSP). Please refer to the table for where to submission dates and types of reports:

Report	Period	Due Date(s)	How to Submit Report
All Agencies: Quarterly Progress Report	Quarterly	30 days after the end of the quarter	Email report to MDHHS-HIVSTIoperations@michigan.gov
All Agencies: Ryan White services delivered to HIV-infected and affected clients	Monthly	10th of the following month	Enter into CAREWare
All Agencies: Ryan White Services Report (RSR)	Annual	Generally, Grantee submission will open in early February and must be complete by the first week of March	Submission to HRSA through Electronic Handbook (EHB)
All Ryan White federally funded agencies providing at least one core medical	Annual (if applicable)	December 31st	Will be reviewed at Site Visit

Report	Period	Due Date(s)	How to Submit Report
service: Quality Management Plan			
All Ryan White federally funded agencies: Complete and submit at least one Plan-Do-Study-Act worksheets correlated to Quality Management Plan	Annual (if applicable)	As completed over contract year	Email report to MDHHS-HIVSTIoperations@michigan.gov
All Agencies: FY26 actual expenditures by service category, program income, and administrative costs through the RW Reporting Tool	Monthly	Thirty days after the end of the budget period	Attached to quarterly FSR
All Agencies: Complete the RW Program Income Questionnaire when requested	Annually	Yearly	Will be reviewed during the Annual Audit Visit
All Agencies: Adult Case Report Form	As needed for newly diagnosed HIV cases or PWH new to care in Michigan	Within seven days of test or care	Michigan Adult HIV Confidential Case Report Form Fax: (313) 456-1580 Attn: HIV Surveillance

Reporting Requirements

A. To complete the Ryan White Services Report (RSR), a Health Resources and Services Administration (HRSA) required annual data report, the Grantee must assure that all CAREWare data is complete, cleaned, and entered into the HRSA Electronic Handbook. RSR submission requirements include:

   1. The RSR shall have no more than 5% missing data variables.

   2. Exact dates for the Grantee submission will be provided by the Department each reporting year.

   3. The Department validates the data within the Grantee's RSR submission before receipt by HRSA.

   4. Data in CAREWare must be checked and validated every quarter.

B. The BHSP shall evaluate the reports submitted for their completeness and accuracy.

C. The Grantee shall permit the BHSP or its designee to conduct site visits and to formulate an evaluation of the project.

Publication Rights

A. When issuing statements, press releases, requests for proposals, bid solicitations and other documents describing projects or programs funded in whole or in part with Federal money, the Grantee receiving Federal funds, including but not limited to State and local governments and recipients of Federal research grants, shall clearly state:

1. The percentage of the total costs of the program or project that will be financed with Federal money.

2. The dollar amount of Federal funds for the project or program.

3. Percentage and dollar amount of the total costs of the project or program that will be financed by non-governmental sources.

Fees and Collections (Program Income)

A. The Grantee must establish and implement a process to ensure that they are maximizing third party reimbursements, including:

1. Requirement, in agreement, that the Grantee maximize and monitor third party reimbursements.

2. Requirement that Grantee document, in client record, how each client has been screened for and enrolled in eligible programs.

3. Monitoring to determine that Ryan White is serving as the payer of last resort, including review of client records and documentation of billing, collection policies and procedures, and information on third party contracts.

4. Grantee must adhere to the National Monitoring Standards for Ryan White Part B Grantees: Program and the National Monitoring Standards for Ryan White Grantees: Fiscal; and bill for services that are billable in accordance with the above.

5. Ensure appropriate billing, tracking, and reporting of program income to support appropriate use for program activities.

6. Adhere to 340B Shared Client Arrangement – Michigan AIDS Drug Assistance (MIDAP) clients that receive services from Ryan White 340B grantee – to avoid

duplicate discounts. See Appendix A for process flowchart and detailed description of expectations.

7. Ryan White 340B grantees coordinate with their contract pharmacies to assure compliance with HRSA 340B rules and MDHHS 340B policies.

8. Program income is added to funding provided by the State of Michigan for the budget period and used to advance eligible program objectives.

9. Provide a report detailing the expenditure and reinvestment of program income in the program (template will be provided by MDHHS).

Grant Program Operation

A. The Grantee must adhere to the National Monitoring Standards for Ryan White Part A and Part B Grantees: Universal Part A and B.

B. The Grantee will participate in the Department needs assessment and planning activities, as requested.

C. The Grantee will participate in regular Grantee meetings which may be face-to-face, teleconferences, webinars, trainings, etc. The Grantee is highly encouraged to participate in other training offerings and information-sharing opportunities provided by the Department.

D. The Grantee is responsible for ensuring that staff retain minimum educational requirements for staff positions and are proficient in Ryan White-funded service delivery in their respective roles within the organization. Ensure that Ryan White funded staff receive MDHHS required case management training within one (1) year of hire.

E. Each employee funded in whole or in part with federal funds must record time and effort spent on the project(s) funded. The Grantee must:

1. Have policies and procedures to ensure time and effort reporting.

2. Assure the staff member clearly identifies the percentage of time devoted to contract activities in accordance with the approved budget.

3. Denote accurately the percentage of effort to the project. The percentage of effort may vary from month to month, and the effort recorded for Ryan White funds must match the percentage claimed on the Ryan White FSR for the same period.

4. Submit a budget modification to the Department in instances where the percentage of effort of contract staff changes (FTE changes) during the contract period.

F. The Grantee must submit all details on advertising campaigns (print and social media) completed via the quarterly workplan progress report submission in EGrAMS.

G. The Grantee must include the following language in all Client Consent and Release of Information forms used for services in this agreement:

1. "Consent for the collection and sharing of client information to providers for persons living with HIV under the Ryan White Program provided through (grantee name) is mandated to collect certain personal information that is entered and saved in a federal data system called CAREWare. CAREWare records are maintained in an encrypted and secure statewide database. I understand that some limited information in the electronic data may be shared with other agencies if they also provide me with services and are part of the same care and data network for the purpose of informing and coordinating my treatment and benefits that I receive under this Program. The CAREWare database program allows for certain medical and support service information to be shared among providers involved with my care, this includes but is not limited to health information, medical visits, lab results, medications, case management, transportation, Housing Opportunities for Persons with AIDS (HOPWA) program, substance abuse, and mental health counseling. I acknowledge that if I fail to show for scheduled medical appointments, I may be contacted by an authorized representative of (grantee name) in order to re-engage and link me back to care."

H. The Grantee must notify the BHSP staff at MDHHS-HIVSTIoperations@michigan.gov within 7 business days if a core medical or support service category is added or removed from the Ryan White services previously approved by BHSP. Approval from BHSP is required prior to the change being implemented.

I. The Grantee must adhere to security measures when working with client information and must:

1. Not email individual health information either internally or externally.

2. Keep all printed materials in locked storage cabinets in locked rooms.

3. Provide written documentation of annual Security and Confidentiality training for all staff regarding the Health Insurance Portability Accountability Act (HIPAA), the Health Information Technology for Economic and Clinical Health (HITECH), and the Michigan Public Health Code.

4. Maintain the standards of CDC's Data Security and Confidentiality Guidelines for HIV, Viral Hepatitis, Sexually Transmitted Disease, and Tuberculosis Programs.
5. CDC Website: Program Collaboration and Service Integration | CDC

J. The Grantee will complete the collection of all required data variables and clean-up any missing data or service activities by the 10th day after the end of each calendar month.

K. Subrecipient quality management program should:

    1. Include: leadership support, dedicated staff time for QM activities, participation of staff from various disciplines, ongoing review of performance measure data and assessment of consumer satisfaction.

    2. Include consumer engagement which includes, but is not limited to, agency-level consumer advisory board, participation on quality management committee, focus groups and consumer satisfaction surveys.

    3. Include conduction of at least one quality improvement (QI) project throughout the year, using the Plan-Do-Study-Act (PDSA) method to document progress. This QI project must be aimed at improving client care, client satisfaction, or health outcomes.

L. If the Grantee is federally funded for Ryan White services (one of which is a core medical service), the Grantee will develop and/or revise a Quality Management Plan (QMP) annually, to be kept on file at agency as compliant with Policy Clarification Notice (PCN) #15-02 established by Health Resources and Services Administration (HRSA). QM Plans must contain these eleven components:

    1. Quality statement

    2. Quality infrastructure

    3. Annual quality goals

    4. Capacity building

    5. Performance measurement

    6. Quality improvement

    7. Engagement of stakeholders

    8. Procedures for updating the QM plan

    9. Communication

    10. Evaluation

    11. Work Plan

M. Grantee quality management activities should:

1. Incorporate the principles of continuous quality improvement, including agency leadership and commitment, staff development and training, participation of staff from all levels and various disciplines, and systematic selection and ongoing review of performance criteria, including consumer satisfaction; and

2. Include consumer engagement which includes, but is not limited to, agency-level consumer advisory board, participation on quality management committee, focus groups and consumer satisfaction surveys.

N. In accordance with continuous quality improvement principles, the Grantee shall conduct at least one quality improvement project throughout the year, using the Plan-Do-Study-Act method to document progress.

O. The Grantee must consult and adhere to the Policy Clarification Notice (PCN) #16-02 established by Health Resources and Services Administration (HRSA). PCN #16-02 describes the core medical and support services that HRSA considers allowable uses of Ryan White grant funds and the individuals eligible to receive those services. A copy of the revised PCN #16-02 is available at this link.

Meeting Requirements

A. BHSP requires one person from each agency to attend required subrecipient meetings each contract year. Meetings may be either virtual or in person.

B. The guiding principle of these meetings is to keep Grantees informed and in compliance with state and federal policies and procedures.

C. Meetings notifications are shared via contact monitors, through SHOARS and will be listed on the MDHHS Training Calendar.

D. For in-person meetings, grant funds should be utilized to support travel.

E. The Grantee, as per BHSP standards and compliance, are mandated to require relevant staff members to attend the meetings.

F. For any special accommodations or needs please communicate with your contract monitor.

HRSA Unallowable Costs

*An expanded list of “unallowable” grant costs is available in the PCN #16-02.

A. HRSA RWHAP funds may not be used to make cash payments to intended clients of HRSA RWHAP-funded services. This prohibition includes cash incentives and cash intended as payment for HRSA RWHAP core medical and support services.

Where a direct provision of the service is not possible or effective, store gift cards, vouchers, coupons, or tickets that can be exchanged for a specific service or commodity (e.g., food or transportation) must be used.

B. Off-premises social or recreational activities (movies, vacations, gym memberships, parties, retreats)

C. Medical Marijuana

D. Purchase or improve land or permanently improve buildings

E. Direct cash payments or cash reimbursements to clients

F. Clinical Trials: Funds may not be used to support the costs of operating clinical trials of investigational agents or treatments (to include administrative management or medical monitoring of patients)

G. Clothing: Purchase of clothing

H. Employment Services: Support employment, vocational rehabilitation, or employment-readiness services.

I. Funerals: Funeral, burial, cremation, or related expenses

J. Household Appliances

K. Mortgages: Payment of private mortgages

L. Needle Exchange: Syringe exchange programs, Materials, designed to promote or encourage, directly, intravenous drug use or sexual activity, whether homosexual or heterosexual

M. International travel

N. The purchase or improvement of land

O. The purchase, construction, or permanent improvement of any building or other facility

P. Pets: Pet food or products

Q. Taxes: Paying local or state personal property taxes (for residential property, private automobiles, or any other personal property against which taxes may be levied).

R. Vehicle Maintenance: Direct maintenance expense (tires, repairs, etc.) of a privately-owned vehicle or any additional costs associated with a privately-owned

vehicle, such as a lease, loan payments, insurance, license or registration fees

S. Water Filtration: Installation of permanent systems of filtration of all water entering a private residence unless in communities where issues of water safety exist.

T. It is unallowable to divert program income (income generated from charges/ fees and copays from Medicare, Medicaid, other third-party payers collected to cover RW services provided) toward general agency costs or to use it for general purposes.

U. Pre-Exposure Prophylaxis (PrEP) HIV/AIDS BUREAU POLICY 16-02

V. Non-occupational Post-Exposure Prophylaxis (nPEP).

W. General-use prepaid cards are considered “cash equivalent” and are therefore unallowable. Such cards generally bear the logo of a payment network, such as Visa, MasterCard, or American Express, and are accepted by any merchant that accepts those credit or debit cards as payment. Gift cards that are cobranded with the logo of a payment network and the logo of a merchant or affiliated group of merchants are general-use prepaid cards, not store gift cards, and therefore are unallowable.

* HRSA RWHAP recipients are advised to administer voucher and store gift card programs in a manner which assures that vouchers and store gift cards cannot be exchanged for cash or used for anything other than the allowable goods or services, and that systems are in place to account for disbursed vouchers and store gift cards.

Personnel Systems Access/Transfer/Terminations

A. New staff needing access to CAREWare are required to submit the CAREWare user request form through SHOARS.

B. As required by NIST SP 800-53 Details - PS-7e, the Grantee must notify MDHHS designated personnel in writing of any personnel transfers or terminations of personnel who possess information system privileges within CAREWare or MIDAP online data systems within 24 hours of change.

1. The Grantee shall notify MDHHS immediately via email at MDHHS-HIVSTIoperations@michigan.gov and MDHHS-SHOARS-SUPPORT@michigan.gov of CAREWare users who are separated from the agency for deactivation.

Record Maintenance/Retention

A. The Grantee will maintain, for a minimum of five (5) years after the end of the grant period, program, fiscal records, including documentation to support program activities and expenditures, under the terms of this agreement, for clients residing

in the State of Michigan.

B. The Grantee will maintain client files and charts from last date of service plus seven (7) years. For minors, Grantee will maintain client files and records from last date of service and until minor reaches the age of 18, whichever is longer, plus seven (7) years.

Software Compliance

A. The Grantee and its subcontractors are required to use the HRSA-supported software CAREWare to enter client and service data into the centrally managed database on a secure server.

B. The Grantee must:

1. Enter all Ryan White services delivered to HIV-infected and affected clients.

2. Enter all data by the 10th of the following month.

3. Successfully create, run, and document the results of their HRSA RSR report in CAREWare in order to receive relevant support from data managers by the 10th of the following month. Documentation is to include with identifying information omitted:

    a. Missing records as depicted in the RSR Viewer module in CAREWare
    b. A list of alert, warning, and error messages as depicted in the RSR Validation Report module in CAREWare
    c. Efforts or decisions (including collaboration with MDHHS) to resolve missing data or error messages as applicable

4. Complete collection of all required data variables and the clean-up of any missing data or service activities by the 10th of the following month.

C. The Grantee must establish written procedures for protecting client information kept electronically or in charts or other paper records. Protection of electronic client-level data will minimally include:

1. Regular back-up of client records with back-up files stored in a secure location.

2. Use of passwords to prevent unauthorized access to the computer or Client Level Data program.

3. Use of virus protection software to guard against computer viruses.

D. Provide annual training to staff on security and confidentiality of client level data and sharing of electronic data files according to MDHHS policies concerning sharing and Secured Electronic Data.

E. The Grantee shall as be required by HRSA submit the Ryan White HIV/AIDS Program Services Report (RSR) for the previous calendar year. The Grantee is required to use the HRSA Electronic Handbook (EHB) portal for their submission:

1. The Grantee shall acquire access to their agency's Grant Contract Management System (GCMS) and their Provider Report prior to January when notified by HRSA of the required federal report.
2. The Grantee is required to provide access to all staff and personnel responsible for reviewing and completing the RSR.
3. The Grantee as per HRSA standards and compliance are mandated to require relevant staff members to update their EHB account passwords as dictated by HRSA email notifications.
4. The Grantee is mandated to update or add contact information for staff responsible for completing and/or submitting the RSR and to notify MDHHS of any changes in personnel immediately.
5. The Grantee shall correspond with MDHHS staff including data management users to compare units of service provided to the funded services listed on the EHB.
6. The Grantee shall notify MDHHS immediately if there are any discrepancies between the funding sources and services listed for their agency's report on the Electronic Handbook (EHB) and their agency's contracts and records.
7. The Grantee shall in these circumstances contact Ryan White Data Support by email at ryanwhitedatasupport@wrma.com or by phone number (1-888-640-9356) between the hours of 10 am – 6:30 pm Eastern Standard Time (EST) on weekdays regarding the HRSA EHB GCMS and/or RSR:

    a. Issues with account lockouts, lost credentials, or account creation
    b. Issues with accessing the GCMS through the HRSA EHB
    c. Issues with accessing the Provider Report through the HRSA
    d. Technical issues regarding functionality of the EHB portal

8. The Grantee shall attend webinars and instructional sessions to answer questions about the RSR; Grantee shall utilize tools provided by data management users to check on the accuracy and completeness of their client level data (CLD) on a monthly basis leading up to the RSR. These include but are not limited to:

    a. TargetHIV/DISQ webinars regarding the RSR
    b. HRSA produced documentation and manuals on RSR reporting requirements for the calendar year
    c. Manuals on utilizing CAREWare for completing the RSR
    d. PowerPoint presentations on aspects of the RSR
    e. Staff invitations to Teams meetings and breakout sessions to answer questions regarding the RSR
    f. CAREWare custom reports and financial reports designed to assess:

i. The number of eligible clients
ii. The number of eligible clients that need to be marked as such
iii. Services provided by the Grantee
iv. CLD on ZIP codes, ethnicity, and other features

g. Emails from MDHHS staff regarding the above but also including:

i. Updates on HRSA reporting requirements
ii. New information provided from HRSA
iii. Other resources HRSA is providing/will provide

9. The Grantee shall after notification from MDHHS staff including data management users implement needed corrections and additions to CLD in CAREWare to ensure compliance with HRSA federal reporting standards.

Mandatory Disclosures

A. The Grantee will provide immediate notification to the Department, in writing, in the event of any of the following:

1. Any formal grievance initiated by a client and subsequent resolution of that grievance.

2. Any event occurring or notice received by the Grantee or subcontractor, that reasonably suggests that the Grantee or subcontractor may be the subject of, or a defendant in, legal action. This includes, but is not limited to, events or notices related to grievances by service recipients or Grantee or subcontractor employees.

3. Any staff vacancies funded for this project that exceed 30 days. All notifications should be made to BHSP by MDHHS-HIVSTIoperations@michigan.gov and MDHHS-SHOARS-SUPPORT@michigan.gov.

Technical Assistance

A. Technical assistance (TA) requests must be submitted via the MDHHS SHOARS system. In addition, if your contract is to be amended, the request will have to be logged into SHOARS. Registration instructions and further information can be found at: SHOARS support.

B. Grantee must register an Authorized Official, Financial Officer and Program Manager in the BHSP SHOARS system. These roles must match what the agency has listed for these roles in the EGrAMS system. If you have access related questions, contact MDHHS-SHOARS-SUPPORT@michigan.gov.

C. Technical assistance will be provided on the implementation of the Ryan White program. This may include issues related to: CAREWare, Quality Management,

Ryan White B services, Budget/Fiscal, Grants and Contracts, ADAP, or other activities related to carrying out Ryan White activities.

Assurances

A. Compliance with Applicable Laws

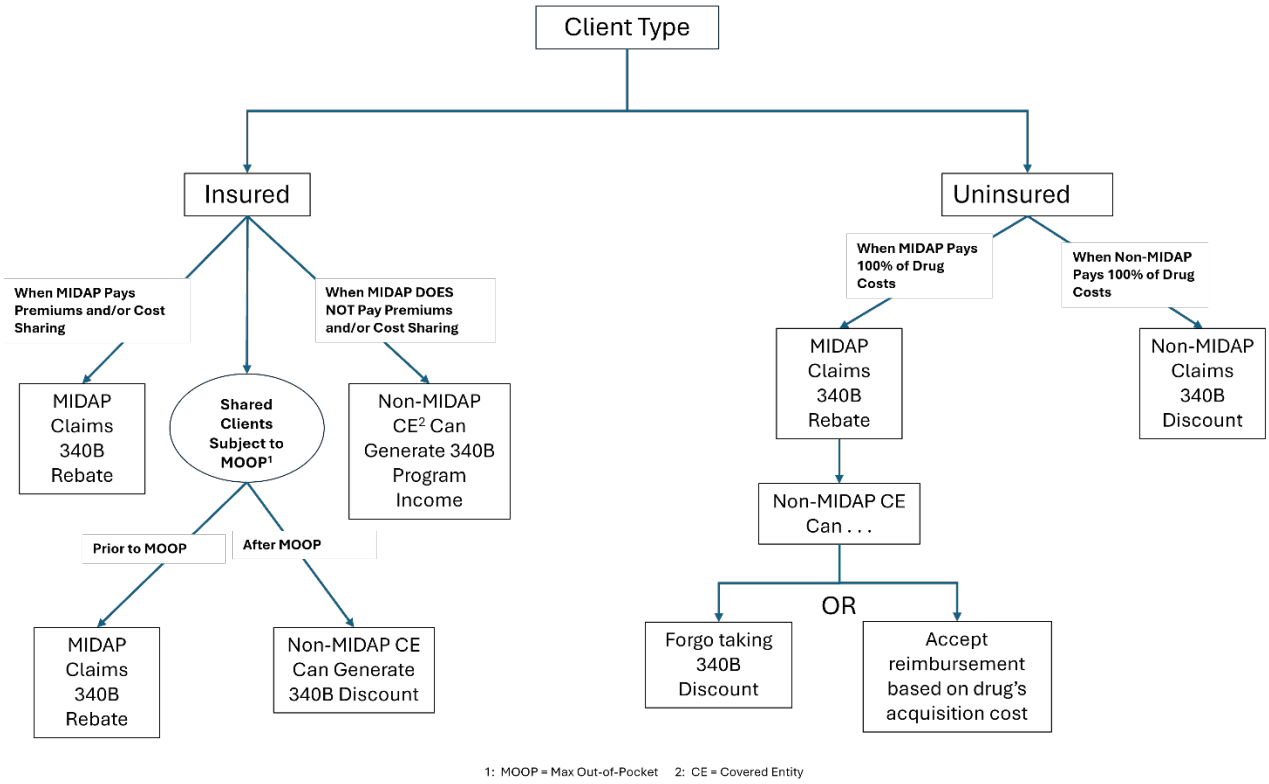
1. The Grantee should adhere to all Federal and Michigan laws pertaining to HIV/AIDS treatment, disability accommodations, non-discrimination, and confidentiality.

2. Ryan White is payer of last resort; as such, the Grantee must adhere to the Public Health Service (PHS) Act.

3. The Grantee should have procedures to protect the confidentiality and security of client information.

4. Grantees and their contractors are expected to vigorously pursue enrollment into health care coverage for which their clients may be eligible (e.g., Medicaid, CHIP, Medicare, state-funded HIV/AIDS programs, employer sponsored health insurance coverage, and/or other private health insurance) to extend finite RWHAP grant resources to new clients and/or needed services.

APPENDIX A
340B Process Flow



Individuals meeting an MIDAP's financial and medical eligibility criteria and are enrolled as active MIDAP clients are deemed "patients" of MIDAP for the purposes of 340B Program Guidelines. ADAPs are categorically eligible for the 340B Drug pricing Program. This means that all clients eligible for and enrolled in an individual ADAP meet the 340B Patient Definition and thus MDHHS must develop and ensure compliance to assure MDHHS achieves the benefits of these clients meeting the 340B Patient Definition. MDHHS will monitor to assure compliance.

INSURANCE PREMIUM ASSISTANCE and COST SHARING

MIDAP Claiming Rebates When Paying Premium Payments and/or Cost Sharing for Insured Clients: Because MIDAP uses federal funds to cover premium costs associated with insurance plans required for prescription drug coverage and/or deductible, co-payment, or co-insurance expenditures, MIDAP is the entity that will receive the statutory 340B rebate/discount. MIDAP will claim all statutory 340B discount/rebating on 340B eligible medications prescribed or dispensed by the non-MIDAP 340B covered entity's pharmacy because it is the primary payer of the insurance policy, providing both prescription drug coverage and reimbursement of medical and lab services provided by

the non-MIDAP 340B covered entity, and/or is the payer of cost-sharing requirements associated with the client's prescription drug coverage.

Non-MIDAP 340B Covered Entities Claiming All Discounts When Premium Payments Are Not Made by MIDAP: For clients that have private or employer-sponsored insurance that is not paid by MIDAP, the non-MIDAP 340B covered entity can submit for reimbursement to the commercial insurer at the higher usual and customary rate and generate program income. The claim should still be submitted to MIDAP as a secondary claim to cover any cost-sharing, with the sub-clarification code of "20" in the field 420-DK, so MIDAP knows the claim was filled with 340B stock. This allows MIDAP to still claim voluntary supplemental rebates in accordance with manufacturer allowances.

Sharing Insured Clients Meeting Out-of-Pocket Maximum: If a MIDAP-funded insurance client's maximum out-of-pocket for the plan year has been reached and no additional partial-pay claims can be submitted to manufacturers, the non-MIDAP covered entity is permitted to claim the statutory 340B discount.

UNINSURED CLIENTS and MEDICATIONS NOT COVERED BY INSURER

MIDAP Will Claim All Discounts or Rebates When Paying 100% of Drug Costs for Full-Pay MIDAP Clients: For clients for whom MIDAP is paying 100% of the client's drug costs (i.e., full-pay clients who have no public or private insurance, or insured clients requiring medications not covered by their public or private insurer), MIDAP will be the entity that receives the statutory 340B rebate/discount. Non-MIDAP 340B covered entities must either:

a) forego taking the statutory 340B discount OR
b) accept reimbursement based on the dispensed (or administered) drug's acquisition costs, in accordance with MIDAP's policy. MIDAP is not to be billed for ingredient costs more than the dispensed (or administered) drug's acquisition cost in this instance.

Non-MIDAP 340B Covered Entities Claiming All Discounts When Paying 100% of Drug Costs: For clients for whom the non-MIDAP 340B covered entity is paying 100% of the client's drug costs (i.e., uninsured clients requiring medication that is not covered by MIDAP), the non-MIDAP 340B covered entity will receive the statutory 340B discount. MIDAP will forego claiming or receiving the statutory 340B rebate/discount, as the rebate/discount must not be duplicated by the two entities. MIDAP will also forego claiming or receiving voluntary supplemental rebates/discounts where no expenditures for a client's drugs accrued to MIDAP.

PROJECT: HIV Centers for Cluster and Outbreak Response Enhancement

Project Synopsis

This project aims to decrease the number of new HIV infections through network detection and outreach. A playbook of options is available to sites that outlines various approaches that will be utilized for this project.

Grant Program Operation

1. The required activities of this project, for both state and local staff, are spelled out in the ELC MiCore Milestones monitoring report. BHSP will connect with local staff to notate additional required activities beyond those required to achieve these milestones.

2. Quarterly Progress Reports are required to be completed at the end of each quarter and sent to MDHHS-HIVSTIOperations@michigan.gov to stay in compliance with grant deliverables.

3. The Grantee will participate in BHSP needs assessment and planning activities, as requested.

4. The Grantee will participate in regular Grantee meetings which may be face-to-face, teleconferences, webinars, etc. The Grantee is highly encouraged to participate in other training offerings and information-sharing opportunities, network detection response and interventions in collaboration with BHSP opportunities provided by BHSP.

5. Each employee funded in whole or in part with federal funds must record time and effort spent on the project(s) funded. The Grantee must:
    a. Have policies and procedures to ensure time and effort reporting.
    b. Assure the staff member clearly identifies the percentage of time devoted to contract activities in accordance with the approved budget.
    c. Denote accurately the percent of effort to the project. The percent of effort may vary from month to month, and the effort recorded for funds must match the percentage claimed on the FSR for the same period.

6. Submit a budget modification to BHSP in instances where the percentage of effort of contract staff changes (FTE changes) during the contract period.

Record Maintenance/Retention

1. The Grantee will maintain, for a minimum of five (5) years after the end of the grant period, program, fiscal records, including documentation to support program activities and expenditures, under the terms of this agreement, for clients residing in the State of Michigan.

Mandatory Disclosures

1. Inform BHSP at least two weeks prior to changes in agency operations (i.e., key staff, hours of operation, scope of service).

2. The Grantee will provide immediate notification to BHSP, in writing, including but not limited to the following events:
   i. Any formal grievance initiated by a client and subsequent resolution of that grievance.
   ii. Any event occurring or notice received by the Grantee or subcontractor, that reasonably suggests that the Grantee or subcontractor may be the subject of, or a defendant in, legal action. This includes, but is not limited to, events or notices related to grievances by service recipients or Grantee or subcontractor employees.
   iii. Any staff vacancies funded for this project that exceed 30 days.

3. All notifications should be made to MDHHS-HIVSTIOperations@michigan.gov and MDHHS-SHOARS-Support@michigan.gov.

Meeting Requirements

1. BHSP requires one person from each agency to attend required subrecipient meetings each contract year. Meetings may be either virtual or in person.

2. The guiding principle of these meetings is to keep Grantees informed and in compliance with state and federal policies and procedures.

3. Meetings notifications are shared via contact monitors, through SHOARS and will be listed on the MDHHS Training Calendar.

4. For in-person meetings, grant funds should be utilized to support travel.

5. The Grantee, as per BHSP standards and compliance, are mandated to require relevant staff members to attend the meetings.

6. For any special accommodations or needs please communicate with your contract monitor.

Technical Assistance

1. Technical assistance (TA) requests must be submitted via the MDHHS SHOARS system. In addition, if your contract is to be amended, the request will have to be logged into SHOARS. Registration instructions and further information can be found at: SHOARS support

2. Recipient agency must register an Authorized Official, Financial Officer and Program Manager in the BHSP SHOARS system. These roles must match what the agency has listed for these roles in the EGrAMS system. If you have access related questions, contact MDHHS-SHOARS-Support@michigan.gov.

3. BHSP will provide TA, as requested, on the implementation of the MiCore program. This may include issues related to: data entry into systems, Programs, Budget/Fiscal, Grants and Contracts, Training, or other activities related to carrying out activities.

PROJECT:
HIV Prevention
HIV Prevention- Forest Community Health
HIV PrEP Clinic
HIV/STI Partner Services
HIV & STI Testing and Prevention

Project Synopsis

A. The purpose of this project is to implement a comprehensive HIV surveillance and prevention program. The funding aims to prevent new HIV infections, improve HIV-related health outcomes of people with HIV, and reduce HIV-related disparities and health inequities. This funding supports coordinated efforts that address the HIV epidemic including implementation of integrated HIV/STI Services including referral and linkage to appropriate services, social marketing campaigns, community mobilization efforts, and other evidence-based risk reduction activities where feasible and proper and by current CDC guidelines and recommendations.

The Grantee shall submit the following reports on the following dates:

Report	Period	Due Date(s)	Report submission
Counseling, Testing, and referrals			
Quality Control Reports	Monthly	10th of the following month	Department Staff
Quarterly Progress Report	Quarterly	30 days after the end of the quarter	Email report to: MDHHS-HIVSTIoperations@michigan.gov
Daily Client Logs	Monthly	10th of the following month	Department Staff
Test Kit Inventory Log	Monthly	10th of the follow month	Department Staff
HIV Testing Proficiencies	Bi- annually	Reviewed during site visits	Department Staff
HIV Testing Competencies	Annually	Submit into SHOARS before the end of the calendar year	Department Staff
EMR testing**	Monthly	By the 10th of the following month	Department Staff
Non-Reactive Results	As needed	Within 7 days of test	APHIRM
Reactive Results	As needed	Within 24 hours of test	APHIRM

Case Report Forms	As needed in the event of a reactive result	Within 24 hours of positive screening and confirmatory	Michigan Adult HIV Confidential Case Report Form Fax: (313) 456-1580 Attn: HIV Surveillance
Partner Services & Linkage to Care (as applicable)			
Linkage to Care and Partner Services Interview***	As needed	Within 30 days of service	APHIRM
Internet Partner Services (IPS) and Partner Services Interview****	Ongoing	Within 30 days of service	APHIRM
Disposition on Partners of HIV Cases	Ongoing	Within 30 days of service	APHIRM
Evidence Based Risk Reduction Activities (as applicable)			
EBI Data Report	Quarterly	Within 30 days of the following month	Department Staff – Diana Stigler StiglerD@michigan.gov
PrEP Navigation program data	Monthly	10th of the following month	APHIRM
Clinical HIV/STI services (as applicable)			
340b PrEP Prescription Log	Weekly	Every Friday by the close of business	DCH File Transfer – MDHHS-340B PrEP PT ADT*****
Billing Revenue Report	Quarterly	10th of the following month	Department Staff
STI 340B Utilization/Inventory Report,	Quarterly	Within 10 days after the end of the quarter	Log into SGRX340BFlex.com website, generate a quarterly report on the reporting tab, and it will be transferred automatically to ScriptGuide/BHSP
*CDC/MDHHS required activities including: Condom Distribution Data, if applicable; Social Marketing data; Evidence based intervention data; other prevention services and activities, if applicable ** Aggregated testing data ***(e.g. client attended a medical care appointment within 30 days of diagnosis, and was interviewed by Partner Services within 30 days of diagnosis) ****(e.g. client identify dating apps used to meet partners), if applicable *****https://milogintp.michigan.gov			

Reporting Requirements

A. The Grantee will clean-up missing data by the 10th day after the end of each calendar month. Grantee must report required variables as outlined by National HIV Monitoring and Evaluation (NHM&E) and MDHHS.

B. Any such other information as specified in the Statement of Work, Attachment A shall be developed and submitted by the Grantee as required by the Bureau of HIV and STI Programs (BHSP).

C. The Quality Control, Inventory, and Daily Client Logs may be sent to the Contract Manager via:

   1. Email – Bry Fryczynski (FryczynskiB@michigan.gov) and the MDHHS CTR inbox (MDHHS-HIV-CTR@michigan.gov)

   2. Fax - (517) 241-5922

   3. Mailed - HIV Prevention Unit, Attn: CTR Coordinator, PO Box 30727, Lansing, MI 48909

D. BHSP shall evaluate the reports submitted as described in Attachment C, Items A. and B. for their completeness and accuracy.

E. The Grantee shall permit the Department or its designee to visit and to make an evaluation of the project as determined by BHSP.

F. Monitoring and evaluation of targeted screening and referrals provided internally and supported via contractual agreements.

G. Upon completion of a project, the Grantee will provide data related to funded activities to BHSP within 45 days of the end of the project

Publication Rights

A. When issuing statements, press releases, requests for proposals, bid solicitations and other documents describing projects or programs funded in whole or in part with Federal fund, the Grantee receiving Federal funds, including but not limited to State and local governments and recipients of Federal research grants, shall clearly state:

   1. The percentage of the total costs of the program or project that will be financed with Federal funds.

   2. The dollar amount of Federal funds for the project or program.

3. Percentage and dollar amount of the total costs of the project or program that will be financed by non-governmental sources.

B. The Grantee will submit all educational materials (e.g., brochures, posters, pamphlets, and videos) used in conjunction with program activities to BHSP for review and approval prior to their use, regardless of the source of funding used to purchase these materials. Materials may be emailed to: MDHHS-HIVSTIOperations@michigan.gov.

Grant Program Operation

A. The Grantee will participate in BHSP needs assessment and planning activities, as requested.

B. The Grantee will participate in regular Grantee meetings which may be face-to-face, teleconferences, webinars, etc. The Grantee is highly encouraged to participate in other training offerings and information-sharing opportunities, network detection response and interventions in collaboration with BHSP opportunities provided by BHSP.

C. Each employee funded in whole or in part with federal funds must record time and effort spent on the project(s) funded. The Grantee must:

1. Have policies and procedures to ensure time and effort reporting.

2. Assure the staff member clearly identifies the percentage of time devoted to contract activities in accordance with the approved budget.

3. Denote accurately the percentage of effort to the project. The percentage of effort may vary from month to month, and the effort recorded for funds must match the percentage claimed on the FSR for the same period.

4. Submit a budget modification to BHSP in instances where the percentage of effort of contract staff changes (FTE changes) during the contract period.

D. If conducting HIV testing using rapid HIV testing, the Grantee will comply with guidelines and standards issued by BHSP and:

1. Provide medical oversight letter/agreement signed by a licensed physician is necessary to collect specimens and order HIV antibody/antigen, HIV genotype, HIV incidence, syphilis, gonorrhea, chlamydia, and hepatitis C testing. According to Part 15 of the Public Health Code MCL 333.17001(j), ‘practice of medicine’ is defined as

a. “the diagnosis, treatment, prevention, cure, or relieving of a human disease, ailment, defect, complaint, or other physical or mental condition, by attendance, advice, device, diagnostic test, or other means, or offering,

undertaking, attempting to do, or holding oneself out as able to do, any of these act".

2. Conduct quality assurance activities, guided by written protocol and procedures. Protocols and procedures, as updated and revised Quality assurance activities are to be responsive to: Quality Assurance for Rapid HIV Testing, MDHHS. See "Applicable Laws, Rules, Regulations, Policies, Procedures, and Manuals."

    a. Ensure provision of Clinical Laboratory Improvement Amendments (CLIA) certificate.
    b. Report discordant test results to BHSP

        i. Email – Bry Fryczynski (FryczynskiB@michigan.gov) and the MDHHS CTR inbox (MDHHS-HIV-CTR@michigan.gov)
        ii. Fax - (517) 241-5922
        iii. Mailed - HIV Prevention Unit, Attn: CTR Coordinator, PO Box 30727, Lansing, MI 48909

    c. Ensure that staff performing counseling and/or testing with rapid test technologies has completed, successfully, rapid test counselor certification course or Information Based Training (as applicable), test device training, and annual proficiency testing.
    d. In the event of a confirmed case of HIV, an Adult Case Report form must be sent to the BHSP HIV Surveillance department via fax within 24 hours as referenced in the reporting table.
    e. If conducting blood draws, the grantee must conduct the packaging and shipping training via Bureau of Laboratories. BashoreM@michigan.gov

        i. Ensure that all staff and site supervisors have completed, successfully, appropriate laboratory quality assurance training, blood borne pathogens training and rapid test device training and reviewed annually.
        ii. Develop, implement, and monitor protocol and procedures to ensure that patients receive confirmatory test results.
        iii. To maintain active test counselor certification, each HIV test counselor must submit one competency per test device per year to the appropriate departmental staff.

E. **If conducting SSP**, the grantee will develop programs using MDHHS guidance documents and will address issues such as identification and registration of clients, exchange protocols, education, and trainings for staff, and referrals.

    1. Grantees will participate on monthly or quarterly conference calls to discuss best practices and identify barriers.

F. **If conducting PS**, the Grantee will comply with guidelines and standards issued by the Department. See "Applicable Laws, Rules, Regulations, Policies, Procedures,

and Manuals." The Grantee must:

1. Provide Confidential PS follow-up to infected clients and their at-risk partners to ensure disease management and education is offered to reduce transmission.
2. Effectively link infected clients and/or at-risk partners to HIV care and other support services.
3. Work with Early Intervention Specialist to ensure infected clients are retained in HIV care.
4. If applicable,

    a. Procure TLO or a TLO-like search engine.
    b. Ensure staff that are utilizing TLO or TLO-search engine complete the TLO training to maintain and understand the confidential use of the system.
    c. Effectively utilize the Internet Partner Services (IPS) Guidance to provide confidential PS follow-up to at-risk partners named by infected clients who were identified to have been met through the use of dating apps.
    d. Ensure staff and site supervisors successfully complete the Internet Partner Services Training.
    e. Ensure staff conducting Internet Partner Services participant in monthly, bi-monthly meetings, webinars or calls to discuss best practices and identify barriers.

G. **If conducting 340 B STI/PrEP clinical activities**, the Grantee will comply with guidelines and standards issued by BHSP and:

1. Funds generated by this program must be utilized to support the program, including to hire a Mid-level provider, supporting staff, and program materials to provide Pre-Exposure Prophylaxis (PrEP) services.

    a. Any funds included in this agreement above must be re-invested in HIV/STI PrEP services. This could mean improving, enhancing, and/or expanding your current HIV/STI services or adding new services to improve patient health outcomes for HIV/STI.
    b. Any revenue or income generated via billing from this agreement must be reinvested into this project.

H. **If conducting Social Marketing activities, the Grantee will comply with guidelines and standards issued by BHSP and:**

1. Prior to implementation of any marketing activities the Grantee will submit a proposal as outlined in the Social Marketing Plan Attachment.

2. If the proposal is approved, the Grantee will work with BHSP contract staff in regularly scheduled meetings, to ensure all activities are in line with program requirements

3. Grantee will submit detailed social marketing campaign data (ex: impressions, website analytics, population groups reached, etc.) with quarterly progress reports

Meeting Requirements

A. BHSP requires one person from each agency to attend required subrecipient meetings each contract year. Meetings may be either virtual or in person.

B. The guiding principle of these meetings is to keep Grantees informed and in compliance with state and federal policies and procedures.

C. Meetings notifications are shared via contact monitors, through SHOARS and will be listed on the MDHHS Training Calendar.

D. For in-person meetings, grant funds should be utilized to support travel.

E. The Grantee, as per BHSP standards and compliance, are mandated to require relevant staff members to attend the meetings.

F. For any special accommodations or needs please communicate with your contract monitor.

Record Maintenance/Retention

A. The Grantee will maintain, for a minimum of five (5) years after the end of the grant period, program, fiscal records, including documentation to support program activities and expenditures, under the terms of this agreement, for clients residing in the State of Michigan.

Software Compliance

A. The Grantee and its subcontractors are required to use APHIRM (formerly Evaluation Web) to enter HIV client and service data into the centrally managed database on a secure server.

B. The Grantee and its subcontractors are required to use APHIRM to enter PrEP Cascade Data into the centrally managed database on a secure server.

C. The Grantee and its subcontractors are required to use APHIRM to enter EBI/ PrEP program data into the centrally managed database on a secure server.

D. The Grantee and its subcontractors are required to use APHIRM (formerly Partner Services Web) to enter Partner Services interview, linkage to care data, and identified dating apps through the use of Internet Partner Services (IPS) where

appropriate.

E. The Grantee and its subcontractors are required to use SHOARS to request amendments, supplies, data, technical assistance and to register for trainings.

F. New staff needing access to APHIRM are required to submit the APHIRM user request form through SHOARS.

G. The Grantee shall notify MDHHS immediately via email at MDHHS-SHOARS-SUPPORT@michigan.gov of APHIRM users who are separated from the agency for deactivation.

Mandatory Disclosures

A. The Grantee will provide immediate notification to BHSP, in writing, including but not limited to the following events:

   1. Any formal grievance initiated by a client and subsequent resolution of that grievance.

   2. Any event occurring or notice received by the Grantee or subcontractor, that reasonably suggests that the Grantee or subcontractor may be the subject of, or a defendant in, legal action. This includes, but is not limited to, events or notices related to grievances by service recipients or Grantee or subcontractor employees.

   3. Any staff vacancies funded for this project that exceed 30 days.

B. All notifications should be made to BHSP by MDHHS-HIVSTIOperations@michigan.gov and MDHHS-SHOARS-SUPPORT@michigan.gov.

Technical Assistance

A. Technical assistance (TA) requests must be submitted via the MDHHS SHOARS system. In addition, if your contract is to be amended, the request will have to be logged into SHOARS. Registration instructions and further information can be found at SHOARS support.

B. Recipient agency must register an Authorized Official, Financial Officer and Program Manager in the BHSP SHOARS system. These roles must match what the agency has listed for these roles in the EGrAMS system. If you have access related questions, contact MDHHS-SHOARS-SUPPORT@michigan.gov.

C. BHSP will provide TA, as requested, on the implementation of the HIV Prevention program. This may include issues related to: APHIRM, Programs, Budget/Fiscal, Grants and Contracts, Risk Reduction Activities, Training, or other activities related

to carrying out HIV prevention activities.

D. Training and TA will be provided in support of implementation of HIV testing as a standard of care and use of rapid HIV tests.

E. The Bureau of HIV/STI Programs values the implementation of sexual orientation, gender identity and expression (SOGIE) standards for all contractors of the Bureau of HIV/STI Programs to assure the safety, privacy, and person-first service of those of the LGBTQIA+ community. We want to deliver high quality care for lesbian, gay, bisexual, transgender, queer, intersex, asexual and all sexual and gender diverse people by ensuring training, policies and data collection standards are responsive to the needs of LGBTQ+ community and provide assuring, affirming, and inclusive environments.

    1. All existing staff funded at 25% or more associated with this contract (yearly) or cumulatively across all BHSP contracts and all new staff funded at 25% or more associated with this contract or cumulatively across all BHSP contracts are required to attend trainings to ensure culturally appropriate communication and interactions with the LGBTQ+ community. This training can be accomplished through the Ruth Ellis Center (Ruth Ellis Center), SOGIE Trainings on MDDHS's Website (SOGIE trainings (michigan.gov)), or the National LGBTQIA+ Health Education Center (https://www.lgbtqiahealtheducation.org/resources/type/video/). Please ensure all training certifications are attached for new employees in SHOARS on the agency dashboard under "Program Requirements" within 90 days of hire and all existing employees by the end of the fiscal year (September 30, 2025).

    2. Submit a narrative or agency policy language documenting how person first language is addressed on intake forms, patient interactions and program materials. Report by September 30, 2025, via EGrAMS attachment.

Compliance with Applicable Laws

A. The Grantee should adhere to all Federal and Michigan laws pertaining to HIV/AIDS treatment, disability accommodations, non-discrimination, and confidentiality.

PROJECT: Housing Opportunities for Persons with AIDS (HOPWA)

Project Synopsis

The purpose of this project is to increase housing stability, reduce the risk of homelessness, and increase access to care and support for low-income individuals living with HIV/AIDS and their families.

Additional Reporting Requirements

Subrecipients must submit required program data through HMIS. It is expected that data entry into HMIS will be completed within15 days of the event requiring data entry (entry into the program; end of the operating year; changes in participant status regarding benefits, income, programs provided, household size, location of housing, and so on as described by HMIS guidelines). It is expected that data in HMIS be complete, up-to-date, and without errors or omissions by July 31 (or the first business date immediately following July 31) of each year.

Any assistance needed for HMIS data entry or reporting should be directed to the MDHHS HMIS Analyst:

Scott Clark, MPA, MSA
ClarkS15@Michigan.gov
517-284-8013

The subrecipient must submit the Consolidated Annual Performance and Evaluation Report (CAPER) each grant term prior to July 31st. All requirements for reporting are outlined in the HOPWA program manual. Please contact Lynn Nee, HOPWA Program Specialist, from the Housing and Homeless Services Division with any questions about reporting requirements.

Lynn Nee
HOPWA Program Specialist
Housing and Homeless Services
NeeL@michigan.gov
517-275-2791

Any additional requirements (if applicable)

The subrecipient shall undertake, perform, and complete activities and services for the program as outlined in the Program Manual provided by the Michigan Department of Health and Human Services (MDHHS) Housing and Homeless Services Division. The grantee is expected to adhere to all applicable federal and state laws, regulations, and notices.

PROJECT: Immunization Action Plan

Project Synopsis

Offer immunization services to the public.

- Collaborate with public and private sector organizations to promote childhood, adolescent and adult immunization activities in the county including but not limited to recall activities.
- Educate providers about vaccines covered by Medicare and Medicaid.
- Provide and implement strategies for addressing the immunization rates of special populations (i.e., college students, educators, health care workers, migrant workers, long term care centers, detention centers, homeless, tribal communities, school employees, and childcare employees).
- Develop and implement strategies to improve jurisdictional and Local Health Department (LHD) immunization rates for children, adolescents, and adults.
- Ensure clinic hours are convenient and accessible to the community, operating both walk-in and scheduled appointment hours.
- Coordinate immunization services/outreach with WIC, Family Planning, Communicable Disease, Children's Special Health Care Services (CSHCS) and STI programs. Also, work with other community groups to promote immunizations and services with Federally Qualified Health Centers (FQHC), tribal, rural health centers, pharmacies and dental providers.
- Collaboratively work with regional MCIR staff to ensure providers are using MCIR appropriately.
- Develop strategies to identify and target local pocket of need areas.

Additional Reporting Requirements

1. Develop an Immunization Action Plan (IAP) and submit the information by the due date established by the Division of Immunization.
2. Submit biannual IAP reports by the due dates established by the Division of Immunization.

Any additional requirements (if applicable)

1. Ensure that Vaccines for Children (VFC) providers submit a VFC online re-enrollment form in MCIR by April 1st.

2. Adhere to federal and state requirements regarding the use of programmatic funds.

    - Not allowable expenses include vehicles, food, alcoholic beverages, private stock vaccine purchases, building purchases, construction, capital improvement, entertainment costs, goods and services for personal use, and promotional and/or incentive material.

3. Adhere to requirements set forth in the Omnibus Budget Reconciliation Act of 1993, section 1928 Part IV – Immunizations and the most current CDC VFC Operations Guide, Michigan's VFC Provider Manual for VFC Providers, and documents that are updated throughout the year pertaining to the VFC Program.

4. Ensure that federally procured vaccine is administered only to eligible children and is properly documented per VFC guidelines.

    - The VFC Program provides VFC vaccine to eligible children through 18 years of age who meet at least one of the following criteria: American Indian or Alaska Native, Medicaid eligible, uninsured or under-insured.
    - Underinsured children are eligible to receive VFC vaccine only through a Federally Qualified Health Center (FQHC), Rural Health Clinic (RHC) or under an approved deputization agreement.

5. Ensure state-supplied vaccines provided in the jurisdiction are administered only to eligible clients as determined by the state. This program allows for the immunization of select populations who are underinsured and not served at a FQHC, RHC, or a public health immunization clinic affiliated with an FQHC as defined by current state program requirements.

6. Ensure that all providers receiving federally or state-funded vaccine screen children for VFC eligibility.

7. Fraud or abuse of federally procured vaccine must be monitored and reported.

8. Adhere to all Federal and Michigan Laws pertaining to immunization administration and reporting including reporting to the MCIR, VAERS, MedWatch, and MCIR/SIRS school and childcare/daycare reporting.

9. Coordinate the submission of immunization data from schools and childcare centers within the jurisdiction and follow-up with programs providing incomplete or inaccurate data. Assure compliance levels are met according to the Michigan Public Health Code (PHC) and coordinate with schools and childcares to promote vaccines to facilitate public protection against vaccine preventable diseases.

10. Provide education to and guide schools and childcares within the jurisdiction on reporting of immunization data to meet PHC requirements.

11. Provide education to parents or guardians of children seeking a non-medical exemption.

12. Monitor any provider receiving federally procured vaccine including but not limited to VFC/QI site visit.

13. Conduct VFC and QI site visits according to VFC programmatic requirements.

14. Monitor VFC provider enrollment and participation and implement strategies to maintain enrolled providers.

15. LHD staff involved in VFC site visits must complete the site visit training webinar from the Division of Immunization prior to conducting any VFC site visit.

16. Ensure in-person attendance of at least 1 LHD immunization program staff to two (2) Immunization Action Plan (IAP) meetings each year.

17. Ensure that federally procured vaccine is stored and handled according to guidelines outlined in the CDC Storage and Handling Toolkit, VFC Provider Manual, and in accordance with VFC programmatic requirements and Vaccine Quality Assurance Project guidelines.

18. Implement the following Perinatal Hepatitis B program activities to prevent the spread of Hepatitis B Virus (HBV) from mother to newborn:

    - Verify pregnancy status on all hepatitis B surface antigen (HBsAg) positive pregnant women of childbearing years (10-60 years of age).

    - Ensure HBsAg positive pregnant women are reported to the Perinatal Hepatitis B Case Manager and according to the PHC.

    - Coordinate Perinatal Hepatitis B case management activities between LHD, provider, and Perinatal Hepatitis B Case Manager to:

- Ensure that all infants, born to women who are HBsAg positive receive hepatitis B vaccine and hepatitis B immune globulin (HBIG) within 12 hours of birth, a complete hepatitis B vaccine series with post vaccination serology testing and program support services.

- Ensure that all susceptible household and sexual contacts associated with HBsAg positive women receive appropriate testing, vaccination, and support services.

- Ensure birthing hospitals are able to offer hepatitis B vaccine to all newborns prior to hospital discharge by enrolling them in the Universal Hepatitis B Vaccination Program for Newborns.

19. Provide education to birthing hospitals regarding Respiratory Syncytial Virus (RSV) antibody (nirsevimab) program and work to establish an RSV program at the birthing hospital to offer nirsevimab to newborns.

20. Surveillance of vaccine preventable disease (VPD) activities.

    - Conduct active surveillance when indicated (i.e., during an outbreak) and contact hospitals, laboratories, school/childcare, and/or other providers on a regular basis.

21. Collaborate and engage with community partners on vaccine promotion activities.

PROJECT: Immunization Fixed Fee (VFC, AVP, and IQIP Site Visits)

Project Synopsis

The format of the site visit will be based on the completed site visit questionnaires, the CDC-PEAR and CDC-IQIP database systems reviewed at the IAP meetings, web-training with MDHHS VFC and IQIP coordinators, in-person training with Immunization Field Representatives and the site visit guidance documents provided by the department and the CDC. All site visit information shall be entered into the appropriate database as required by CDC (PEAR and IQIP database system) within 10 business days of the site visit by the site reviewer/consultant who conducted the site visit. VFC site visit documentation must be entered online within PEAR (except for MI-AVP visits) during the time of the site visit.

Reporting Requirements (if different than contract language)

All reimbursement requests should be submitted on the quarterly Comprehensive Financial Status Report (FSR).

Each FSR submission requires, as an attachment, the details for all site visits during the quarter that are included in the reimbursement request. The attachment template that must be used for this purpose is the 'Immunization Fixed Fees Quarterly Summary Worksheet' provided by the Division of Immunization. The Immunization Fixed Fees Quarterly Summary Worksheet is required on each Quarterly FSR submission, even if there are no requests for reimbursement.

Rates of Reimbursement	
Visit Type	**Reimbursement Amount**
VFC-Enrollment Site Visit	$175
Vaccines for Children (VFC) Site Visit	$175
Adult Vaccine Program (AVP) Site Visit	$175
Unannounced Storage & Handling Site Visit	$100
Birthing Hospital Site Visit	$350
IQIP-Site Visit	$200
IQIP 12-month Follow-Up Complete	$100

Reimbursement requests (i.e., FSRs) may exceed the LHD's fiscal year allocation, so long as funds are available through MDHHS and the expenses are allowable.

- NOTE: Reimbursement for all site visits will be provided on a first come first served basis until funding has been depleted or the program comes to an end, whichever comes first.

Any additional requirements (if applicable)

- A VFC Enrollment site visit is required for all newly enrolled VFC provider sites.
- After completion of each VFC visit type (VFC enrollment site visits, VFC site visits, AVP site visits, unannounced storage and handling site visits, and birthing hospital

site visits), the LHD must contact their Immunization Field Representative to notify them of a need for an initial Quality Assurance (QA) check of the visit. Only site visits with a passed QA are eligible for reimbursement. Any FSR that is submitted with site visits that have not been QA'd is subject to being held until the site visits have been QA'd and approved by the Immunization Field Representative.

- VFC providers who have experienced a vaccine loss equal to or exceeding a VFC dollar amount of $2500 must ~~conduct~~ participate in an Unannounced Storage and Handling site visit performed by their Local Health Department (LHD) in conjunction with additional immunization education through CDC 'You Call the Shots' and/or Immunization Education Sessions required for VFC Providers. LHDs who do not have any VFC providers experiencing a loss equal to or exceeding a VFC dollar amount of $2500 within the current fiscal year are required to conduct at least one Unannounced Storage and Handling Site Visit per fiscal year. MDHHS Division of Immunization staff can assist the LHD in selecting the provider to perform this site visit on. These site visits can only be completed if eligible according to current CDC requirements (e.g., site visits cannot be performed for providers who have any site visit that is either in "In Progress" or "Submitted" status). Notify MDHHS VFC staff for approval prior to performing these site visits. MDHHS VFC will monitor the number of Unannounced Storage and Handling site visits performed and, if necessary, may limit the allowable number of those that can be performed.

- All LHD staff involved with any site visits must complete the Department site visit training webinar, presented by the Department VFC and IQIP Coordinator, prior to conducting any site visits. Annual VFC and IQIP site visit guidance and review materials will be provided to each LHD at the start of each new fiscal year and as needed. In-person training and consultations will be conducted by the Department Immunization Field Representative for each Grantee.

- Data from the CDC PEAR and CDC IQIP databases regarding the number and type of site visits will be used to reconcile the agency request for reimbursement. For additional detail on the program requirements, refer to the Resource Guide for Vaccines for Children Providers and the current Department site visit guidance documents, as well as other current guidance provided by the Department/Immunization Program in correspondence to Immunization Action Plan (IAP), Immunization Coordinators, or through health officers.

- Every IQIP site visit performed for a VFC-eligible provider may receive an IQIP site visit within the same site visit cycle. Per CDC and MDHHS guidelines, VFC and IQIP site visits can be performed on the same day or on separate visit dates. An IQIP site visit can only be conducted within a cycle in which a VFC site visit has also been conducted for the same provider. LHDs are expected to conduct an IQIP visit on at least 25% of VFC-eligible providers annually.

- LHDs must complete an in-person VFC site visit for every VFC provider at least every 11 months and not to exceed 24 months, using the date of their previous site visit as a starting point. Site visits will vary in time an average of 1 hour for IQIP and 2 hours for VFC Compliance and must not exceed the two-year time frame. Annual site visits are encouraged but must not be conducted sooner than

11 months from the previous site visit date.

- IQIP site visits will be conducted using MCIR QI reports and IQIP tools developed by the Department. All VFC and IQIP follow-up activities and outstanding issues must be completed within CDC guidelines.

- Detroit Department of Health and Wellness Promotion Immunization Program is required to complete site visits annually to 100% of the VFC providers in accordance with the SEMHA Quality Assurance Specialist (QAS) contractual obligations, including the completed site visit questionnaires, review of the CDC-PEAR and the CDC-IQIP database systems at the most recent IAP meeting, training webinar with MDHHS VFC and IQIP coordinators, consult and in-person training with Field Reps and the current site visit guidance documents (VFC and IQIP) provided by the department and the CDC. All site visit information shall be entered into the appropriate database as required by CDC (PEAR and IQIP database system) within 10 business days of the site visit by the individual who conducted the site visit. VFC site visit documentation must be entered online within PEAR (except for MI-AVP visits) during the time of the site visit.

PROJECT: Immunization Vaccine Quality Assurance

Project Synopsis

This project provides guidance to Local Health Departments (LHDs) on management activities for Vaccines for Children (VFC) providers. Under this program, LHDs monitor, review and approve providers' vaccine orders and ensure providers are string and handling vaccines appropriately in accordance with VFC programmatic requirements. LHDs also work with providers who experience a vaccine loss by providing education, technical assistance, and guidance on corrective action plans.

Additional Reporting Requirements

1. Follow-up on vaccine losses and replacement for compromised vaccines for immunization providers within the jurisdiction.

2. Monitor, review, and approve all temperature logs, doses administered reports and ending inventory reports received from participating VFC providers within the jurisdiction.

3. Monitor, review, and approve vaccine orders for participating VFC providers within the jurisdiction.

4. Act as the Primary Point of Contact (PPOC) for VFC providers within the jurisdiction.

5. Provide education and intervention on inappropriate use of publicly purchased vaccine.

6. Follow-up on VFC site visit non-compliance issues.

7. Assist VFC providers within the jurisdiction on issues related to balancing vaccine inventories.

8. Assist with the redistribution of short-dated vaccine or excess of vaccine for providers within the jurisdiction.

9. Assist with the equitable allocation of vaccines to providers in the jurisdiction during a vaccine shortage.

10. Adhere to federal and state requirements regarding the use of programmatic funds.

    - Not allowable expenses include vehicles, food, alcoholic beverages, private stock vaccine purchases, building purchases, construction, capital improvement, entertainment costs, goods and services for personal use, and promotional and/or incentive material.

PROJECT: Infant Safe Sleep

Project Synopsis

Local health departments will provide safe sleep educational activities, conduct safe sleep community outreach/awareness efforts and engage community leaders to guide programming.

Additional Reporting Requirements

1. LHD will attach the completed “Infant Safe Sleep Grant Work Plan” to the indirect cost line of the budget for review and approval by the Infant Safe Sleep program prior to the start of the fiscal year. The work plan must incorporate SMARTIE (Specific, Measurable, Achievable, Relevant, Time-phased, Inclusive and Equitable) objectives, where possible.

2. LHD will submit the “Infant Safe Sleep Grant Work Plan and Reporting Document” quarterly with the “Summary of Work Completed” and “Outputs” columns completed and the “Community Engagement Questions” answered. It must be attached to the indirect cost line of each quarterly FSR (Q1, Q2, Q3) and to the final FSR.

Any additional requirements:

1. Grantee must provide safe sleep educational activities, conduct safe sleep community outreach/awareness efforts and engage community leaders to guide programming.

2. Programming must adhere to the policy statement titled “Sleep-Related Infant Deaths: Updated 2022 Recommendations for Reducing Infant Deaths in the Sleep Environment” issued by the American Academy of Pediatrics or any subsequent updates to that policy statement.

3. Activities must:

    a. Be data driven and focus on communities or populations that experience a high rate of sleep-related infant death and disparity. Input and feedback from families at highest risk for sleep-related infant death must be utilized.

    b. Be culturally appropriate based on the communities served.

    c. Support families and encourage open and nonjudgmental conversations with families about infant sleep practices, including risk reduction strategies.

4. Grantee must participate in and/or coordinate a local advisory team or regional group (such as the county’s Regional Perinatal Quality Collaborative) to coordinate efforts to promote infant safe sleep and reduce infant deaths related to unsafe sleep environments. Grantee must make efforts to ensure membership represents a diverse community of stakeholders and includes the following on the advisory team:

    a. Community partners that can address social determinates of health including

partners that can meet resource needs of families and partners that work further upstream.

b. Community members, such as families, parents and caregivers.

5. Activities of the grantee must align with *2024-2028 Advancing Healthy Births: An Equity Plan for Michigan Families & Communities*, or subsequent plan, to address preventable infant deaths and disparities through evidence-based infant safe sleep program activities.

6. Funds may be used for the purchase of demonstration and/or educational items, however, grantee is encouraged to use department-provided educational materials when possible. Additionally, a maximum of 7% of the funding may be used for giveaway items that are directly related to infant safe sleep such as cribs, pack and-plays, sheets, and/or sleep sacks. A maximum of 5% of the funding may be used for advertising, including billboards, bus signage and the purchase of radio, TV, and/or print media.

7. Grantee must adhere to the approved work plan. Deviations to the work plan must be approved by the Program Coordinator.

8. LHD will participate in regular meetings (in-person, virtual or call) as determined by the Infant Safe Sleep Program to review progress, provide updates, coordinate activities statewide, and to receive technical assistance and consultation.

9. LHD will designate a staff person to serve as the contact with the Infant Safe Sleep Program.

10. Any staff member working on grant activities must provide documentation of completion of the following trainings (available at: https://mihealth.coursemill.com/html/PUBLIC/):

    a. Infant Safe Sleep for Professionals Working with Families
    b. Helping Families Practice Infant Safe Sleep.
    c. Introduction to Health Equity
    d. Systemic Racism

Program Coordinator
Colleen Nelson
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PROJECT: Informed Consent

Project Synopsis

The Department will provide funding for local health departments that provide assistance to patients as set forth in MCL 333.17015. Specifically, funding will be granted for serving patients who—prior to seeking abortion services elsewhere—expressly request a pregnancy test for the purposes of (1) confirming a pregnancy, and (2) determining the probable gestational stage of a confirmed pregnancy.

Funding will be provided at the fixed rate of $50 per patient served.

Additional Reporting Requirements

The number of services, rate per service, and total amount due must be noted as a funding source, under the element where the staff providing the services are funded, on the FSR through the MI E-Grants system.

Any additional requirements (if applicable)

The following requirements apply to all Grantees, whether the Grantee operates a Family Planning Clinic or not:

1. When a patient states that they are planning to seek an abortion and requests a pregnancy test to comply with the current requirements under MCL 333.17015, the Grantee will provide the following:

    a. A pregnancy test; and
    b. A completed "Verification of Pregnancy and Gestational Age" form (if pregnancy is confirmed).

2. The Grantee must destroy the individual “informed consent” files containing identifying information (Name, Address, etc.) after 30 days.

3. When a patient seeks a pregnancy test and does not explicitly state that they are doing so for the purpose of obtaining an abortion, the Grantee should direct them to a Family Planning Clinic or to their primary care provider for a pregnancy test (rather than provide services under this program). Services to comply with MCL 333.17015 should not be provided to a patient in a Title X funded family planning clinic.

PROJECT: Laboratory Services Bio

Project Synopsis

As part of the emergency preparedness and response efforts, the regional laboratories have been designated as partner organizations that assist with testing, transport, and communications related to biothreat agents or other evolving infectious agent issues.

Additional Reporting Requirements

Provide the Bureau of Laboratories records and reports as required, at least once per year or upon special request.

Additional requirements (if applicable)

Meet established standards of performance and objectives in the following areas:

Public Health Emergency Preparedness:

- Maintain a current list of contact information for local community hospital laboratories to facilitate communication.
- Facilitate response with local community hospital laboratories in preparation for and during public health threats.
- Coordinate and facilitate specimen collection and transport with facilities within jurisdiction. This may include specimen packaging and shipping and coordination with the courier service.
- Provide 24/7 contact information to hospital partners and BOL.
- Participate in and provide support for Department PHEP exercises with community hospital laboratories within jurisdiction.
- The Grantee will designate one staff member as a liaison to the Bureau of Laboratories. Each Grantee must designate appropriate staff to take part in LIMS training activities.
- Provide information on specimen submission to local health jurisdictions to assure that specimens are submitted to the BOL LRN laboratory, or other appropriate LRN laboratory as determined by the Department.

PROJECT: Lactation Consultant

Project Synopsis

The Lactation Consultant project provides lactation support to persons living in Flint and the surrounding areas. All activities must support and promote human milk feeding.

Additional Reporting Requirements

1. In anticipation of the FY26 contract, grantees must submit a Lactation Consultant work plan to McDonaldE1@michigan.gov by 9/1/2025. The work plan must include:

    a. Outcome objectives (a minimum of 2) for improved breastfeeding rates in Genesee County.

    b. Activities under each objective that include a specific outcome measure. For example, “Will hold 4 community coalition meetings by September 30.”

    c. The person responsible and deliverable quantifiable outcomes for each activity.

2. Changes to the work plan throughout the year can occur with prior approval from the MDHHS.

3. All activities, as specified in the initial approved work plan, shall be implemented.

Workplan Report Due Dates:

Work plan reports must be submitted quarterly or as requested by MDHHS. The reports are due 30 days after each quarter and year end and include the following timeframes:

a. Initial work plan due August 1, 2025.

b. First quarter (covering period October 1 through December 31) is due January 30.

c. Second quarter report (covering period January 1 through March 31) is due April 30.

d. Third quarter report (covering period April 1 through June 30) is due July 30.

e. Fourth quarter report (covering period July 1 through September 30) is due October 30.

PROJECT: Lead Education and Faucet Replacement

Project Synopsis

The Lead Education and Faucet Replacement Program prevents lead exposure from drinking water to households with a Medicaid enrolled child under 19 years old or Medicaid enrolled pregnant person. This program will fund recipients to perform a lead education home visit and plumbing assessment and assist the family in completing a Lead Services application if needed. These activities will allow Michigan Department of Health and Human Services to distribute drinking water filters and install a new primary drinking water faucet for residents residing in 11 identified communities if their faucet is older than 2014.

Additional Reporting Requirements

A. Grantees must complete monthly Financial Status Reports in EGrAMS by the 30th of each month for the prior month, as specified in the Grant Agreement.

    - Grantees shall provide their detailed general ledger attached to the monthly Financial Status Report in an Excel or PDF format for review and analysis.

B. Grantees must submit quarterly Work Plan reports in EGrAMS by the 15th of the month following the end of each quarter, as specified in the Grant Agreement which outlines progress in the areas of applications approved, home visit plumbing assessments completed and health education provided.

C. Grantees must keep data entry up to date for engagement attempts and home visit plumbing assessments in the provided MDHHS data systems and/or forms. MDHHS will complete a quarterly review of benchmarks and develop a management plan on a quarterly basis for grantees who are not meeting program goals and expectations. If management plan does not achieve projected results, grantee must revise portions of contract including benchmarks and/or total contract award in the next amendment cycle.

D. Reports and information with Protected Health Information (PHI) shall be submitted through the MDHHS File Transfer Protocol shared area and EGrAMS.

Any additional requirements (if applicable)

E. Grantee must adhere to the following program application eligibility criteria:
    - The property must be located in the grantee service area.
    - Applicant must have application approved for eligibility by MDHHS-Lead Service Section.

F. Training and Data Collection
    - Grantees must use data system defined by MDHHS to collect, maintain, and assure data integrity. Grantee must record data necessary to document, report, and evaluate program outputs and outcomes. In addition to online data system, grantee must save and provide all hard-copy supporting information including photos if requested by MDHHS.
    - Grantees are required to attend the Lead Education and Faucet Program trainings provided by MDHHS throughout the fiscal year.
    - Grantee must use home and plumbing assessment template forms as well as educational materials provided by MDHHS. Forms are required to be completed and shared during home visit with program participant.
    - Grantee must take appropriate plumbing component pictures during plumbing assessment for record and to be shared with MDHHS if requested.
    - Grantees must document how PII or PHI data will be securely shared with partnering entities, including, but not limited to, the following components:
    - Data source, purpose, and use
    - Specific data elements (e.g., age, gender, etc.)
    - Time periods (e.g. October 1, 2025 through September 30, 2026)
    - Identify what data transfer medium will be used (e.g., electronic through secured FTP, hard copy via facsimile, encrypted email, etc.)
    - Identify who will have access to the data (e.g., project director, intake specialist, etc.), and how access will be controlled.
    - Identify how you will receive authorization from participants to share data with any subcontractors or partners. Include how you will share the authorized data with subcontractors or partners, and ensure those accessing data agree to the same restrictions and conditions.
    - Identify where data will be stored and how access will be restricted to authorized individuals (e.g. encrypted or password protected)
    - Identify how data will be retained in secured storage once the program is completed to comply with records retention. Include how the data is destroyed at conclusion of the retention period.
    - Grantees are required to immediately notify MDHHS if a staff member who has access to MDHHS sponsored data system (FTP, RedCap, etc.) is no longer employed with the agency and/or permitted to have access to PHI. MDHHS will revoke their access immediately.

G. Grantee shall enter and maintain program and project data in RedCap data system provided by MDHHS.

H. Grantee must obtain Data Use Agreement with MDHHS if the program is receiving and/or sharing PHI.

I. Communication. Grantee must attend MDHHS training on home and plumbing assessment protocol and lead education training prior to implementing program and engaging with program participants.
    - Any promotional/outreach materials and communication to list of eligible Medicaid enrolled applicants provided by MDHHS in form of emails, letters,

etc. is required to be approved by MDHHS in advance of distribution to ensure alignment of messaging.

J. Procurement Requirements. Recipients must follow State of Michigan or established grantee policies and procedures.
K. Written Policies and Procedures. Grantees will be required to develop written policies and procedures to comply with the requirements of this RFP within the first sixty (60) days of the new award. MDHHS will provide Grantees with a minimum set of procedures to be followed. The policies and procedures must describe how your program will handle items such as, but not limited, to:
    - Home visits - Staff, scheduling, documentation, and reporting.
    - Plumbing assessment - Staff, documentation, and reporting.
    - Application outreach - Staff, outreach methods, documentation, and reporting.
    - Quality assurance of program data collection and data entry
    - Financial controls
L. Grantees must have at least one representative participate in additional monitoring and information conference calls as requested by MDHHS.
M. Grantees are required to retain all project records in a secured location for seven (7) years after project closeout.
N. Program administrative costs are recommended to not exceed ten percent (10%) of the award for payments of reasonable administrative costs related to planning and executing the project, preparation/submission of MDHHS reports, etc. Administrative costs are the reasonable, necessary, allocable, and otherwise allowable costs of general management, oversight, and coordination of the proposal (i.e., program administration). Administrative costs must be outlined in the budget narrative. If administrative costs exceed ten percent (10%), justification must be provided.
O. The Grantee can choose to use one of the approved methods outlined below in their budget to support their indirect rate. In any method, grantee must provide appropriate documentation of proof.
    - Federal approved rate
    - State approved rate
    - Cost allocation plans
    - De minimis rate: If the Grantee does not have an existing approved indirect rate above and grantee elects to charge indirect costs, they must use a 10% de minimis rate in accordance with Title 2 Code of Federal Regulations (CFR) Part 200. De Minimis Rate cannot exceed 10% and de minimis calculation form must be completed and attached.
P. Equipment purchase is an unallowable expense. Equipment is defined as an article of non expendable tangible personal property having a useful life of more than one (1) year and an acquisition cost of $5,000 or more per unit.

PROJECT: Local Health Department Sharing

Project Synopsis

Local health departments participating in the project will utilize funds to support activities pertinent to the exploration, preparation, planning, implementing, and improving sharing of local health department services, programs or personnel.

Additional Reporting Requirements

Grantees will receive notification of reports along with reporting templates. Reporting is twice per year based on reporting dates required by the CDC.

Any additional requirements (if applicable)

Local health departments must submit a continuation workplan and budget for continuation funding of the project “Local Health Department Collaboration and Exploration of Shared Approach to Delivery of Services.”

Eligible Activities

- Meeting activities, including time and travel costs
- Cost of research activities
- Supplies and presentation materials
- Professional services related to the project
- IT cost related to service sharing (grant funds may not be used to reimburse equipment costs)

PROJECT: Local Maternal Child Health (LMCH)
MCH -Children
MCH – All Other

Project Synopsis

LMCH funding is made available to local health departments to support the health of women, children, and families in communities across Michigan. Funding addresses one or more Title V Maternal and Child Health Block Grant national, state, and/or a local MCH performance measure(s) identified through a needs assessment process. Local health departments complete an annual LMCH plan and a year-end report. Service delivery populations are women of childbearing age, infants, and children aged 1-21 years and their families, with low-income families prioritized. The LMCH allocated funds are to be budgeted as a funding source in two project categories for FY 2026.

LMCH

	Local Maternal and Child Health (MCH)
ESCMCH	MCH – Children
OTHERMCHV	MCH – All Other

Additional Reporting Requirements

1. The LMCH Plan submission and due date will be communicated through a notification mailing. Annually, the LMCH program will provide the guidance and format. The LMCH Plan, once approved by the program, is to be uploaded with the budget application in EGrAMS. Approval of the LMCH Plan and any Plan amendments must occur in advance of the budget application and any budget amendments.
2. The FY 2026 LMCH Year-End Report submission and due date will be communicated through a notification mailing. Annually, the LMCH program will provide the guidance and format. The LMCH Year-End Report, once approved by the program, is to be uploaded with the final FSR in EGrAMS. The Year-End Report must be approved in advance of the final FSR submission.

Any additional requirements (if applicable):

1. LMCH funding must be used to address the unmet needs of the maternal child health population and based on data and need(s) identified through the Local Health Department community health assessment process.
2. Activities and programs supported with LMCH funds must be evidence-based/informed. Exceptions must be submitted in writing and pre-approved by the LMCH program.
3. LMCH funding cannot be used under the WIC element, except in extreme circumstances where a waiver is requested in advance of the expenditures and evidence is provided that the expenditures satisfy all WIC funding requirements.
4. LMCH funds must not be used to supplant available/billable program income such as Medicaid or Healthy Michigan Plan fees or additional funding under the Medicaid Cost-Based Reimbursement process.

5. Local Health Departments should leverage program generated income, especially third-party payers (Medicaid, private insurers), before utilizing LMCH funds. LMCH funds are to be used for services and supplies that cannot be paid for through another funding source or as gap filling, when services and supplies are not fully covered by insurance and/or another allowable program. For billable services and supplies, third-party fees should be listed in other funding sources of the budget. If no third-party fees are listed, an explanation must be noted.
6. The project amount(s) included in the approved LMCH Plan allocation table must match the budget application MCH source of funds amount(s). If a local health department needs to move funds between projects, an amended LMCH Plan must be approved in advance of the budget amendment request period by the LMCH program. Any specified expenditure in the LMCH Plan must be detailed in the budget (e.g., incentives).
7. The LMCH program follows the same principle on budget transfers and adjustments outlined in the comprehensive agreement. The comprehensive agreement allows for budget transfers and adjustments of $10,000 or 15%, whichever is greater. However, if the transfer or adjustment is greater than the $10,000 or 15%, OR there are any changes made to any performance measures aimed at children 1 to 21 years old, an amended LMCH Work Plan and budget is required.
8. LMCH is unable to accept cost distributions from MDHHS-ELPHS due to the nature of the Title V Maternal and Child Health Services Block Grant and LMCH reporting requirements. LMCH will continue to accept other cost distributions as in the past (such as Family Planning, CSHCS Outreach and Advocacy, VQA, IAP, and Lead Prevention).
9. LMCH funds must be budgeted separately using the two project categories, MCH-Children and MCH-All Other. Agencies can no longer budget LMCH grant funds in one LMCH project and cost distribute to the second LMCH project (e.g. from MCH-Children to MCH-All Other).
10. LMCH is supported by the Title V Maternal and Child Health Services Block Grant and as such adheres to the Uniform Guidance at 2 CFR Part 200 for federal awards.

PROJECT: Local Public Health Nursing Case Management Expansion

Project Synopsis

The purpose of this project is to fund nursing case management support for children 6-16 years of age with elevated lead levels in Berrien County, as well as children under 6 years of age with an elevated blood lead level who are not enrolled in a Medicaid Health Plan in Berrien County. This project also supports funding to InterCare FQHC, as needed, for reimbursement blood lead sample analysis. Finally, this project supports efforts to increase blood lead testing within Berrien County, with high priority to Benton Harbor. This funding can support Berrien County in identifying barriers to blood lead testing, reduction strategies for these identified barriers and methods to increase access to blood lead testing, focusing messaging on blood lead testing for children.

Record Maintenance/Retention

Maintain adequate program and fiscal records and files, including source documentation, to support program activities and all expenditures made under the terms of this Agreement, as required. The Grantee must assure that all terms of the Agreement will be appropriately adhered to and that records and detailed documentation for the grant project or grant program identified in this Agreement will be maintained for a period of not less than seven years from the date of termination, the date of submission of the final expenditure report or until litigation and audit findings have been resolved. This section applies to the Grantee, any parent, affiliate, or subsidiary organization of the Grantee and any subcontractor that performs activities in connection with this Agreement.

PROJECT: MATERNAL INFANT CHILDHOOD HOME VISITING PROGRAM (MIECHVP) HEALTHY FAMILIES AMERICA EXPANSION

Project Synopsis

The Healthy Families America (HFA) program was designed by Prevent Child Abuse America and is built on the tenants of trauma-informed care. The program is designed to promote positive parent-child relationships and healthy attachment. It is a strengths-based and family-centered approach.

Additional Reporting Requirements

The Local Implementing Agency (LIA) shall submit all required reports in accordance with the Department's reporting requirements. See the Michigan Department of Health and Human Services' (MDHHS) Home Visiting Section (HVS) Guidance Manual (MDHHS HVS Contract Supports) for details about what must be included in each report.

a. Staffing Changes: Within 10 days of a staffing change, notify the HVS Model Consultant via e-mail and incorporate the change(s) into the budget and face sheet during the next amendment cycle as appropriate. The face sheet identifies the agency contacts and their assigned permissions related to the tasks they can perform in E-GrAMS. The assigned Project Director in E-GrAMS can make the face sheet changes once the agreement is available to be amended.
b. Work Plan: Due annually on May 30 to the HVS Model Consultant for preapproval. Upon approval, upload the Work Plan to Groupsite. See the MDHHS Home Visiting Section Guidance Manual for requirements related to Work Plan development and reporting.
c. Work Plan Reports: Must be uploaded to Groupsite within 30 days of the end of each quarter (January 30, April 30, July 30 and October 30).
d. HVS data collection requirements due in REDCap and/or HVOL by the 5th business day of each month.
e. Quality Improvement Reporting:
    - Documentation of a QI team will be submitted with the quarterly Work Plan Report.
    - Documentation of QI activities will be submitted with the quarterly Work Plan Report.
    - Annual summary of QI activities will be submitted to the Model Consultant by April 30 using the HVS required QI Summary Template (QI Annual Summary Report Template).
f. HV CoIIN Reporting (for those LIAs participating) for QI efforts shall occur in accordance with the CoIIN's schedule. Participating LIAs are required to use the HV CoIIN site to complete monthly submissions of PDSA cycles and required data (the frequency of data collection may vary).

Reports (a-f) shall be submitted as described above. Additional guidance concerning data collection and Quality Improvement is provided in the MDHHS Home Visiting Section Guidance Manual.

Grantee Specific Requirements

The LIA shall serve families as a result of outreach efforts based on the findings of their MDHHS-HVS Outreach Toolkit.

a. In general, across all counties, the home visitor-to-family ratio should agree with the following:

16 families or a case weight of 30 per 1.0 FTE for traditional HFA. It is expected that caseloads will be lower for staff members in their first and second year and must align with model expectations. Caseload expectations for other fund sources are documented in language specific to that source.

FY26 Home Visiting Compensation Rates

The Local Implementing Agency (LIA) shall utilize MDHHS-Home Visiting Section (HVS) funding to compensate home visitors at no less than the current MDHHS-HVS minimum hourly salary requirement for a standard home visitor as identified below. The minimum hourly salary is set utilizing the MIT Living Wage scale and may be subject to change. Programs should not decrease compensation if home visitors are currently paid at a higher hourly rate.

It is recommended, but not required, that programs compensate home visiting program supervisors based on the hourly rate identified below.

FY 26 Home Visiting Compensation Rates	
Position	Hourly Rate
Home Visitor	$24.92
Home Visiting Supervisor	$30.41

The expectation to meet this goal began FY2025 (i.e., October 1, 2024). The HVS will work with all LIAs to achieve this goal through a phase-in process as needed.

Maintain Fidelity to the Model

The LIA shall adhere to the HFA Best Practice Standards. In addition, all Healthy Families America affiliates shall comply with the requirements of the Central Administration for the Multi-Site State System (also known as “The State Office”) housed within the Michigan Public Health Institute. All HFA model-required training will be accessed through the Central Administration as available. Contact the HFA State Office for details.

Comply with MDHHS Program Requirements

The LIA shall operate the program with fidelity to the requirements of MDHHS based on the agreement executed in E-GrAMS and the conditions as outlined in the MDHHS Home Visiting Section Guidance Manual. The LIA will fulfill these requirements while strengthening efforts towards health and racial equity through staff education, programmatic data evaluation and client supportive services.

P.A. 291

The LIA shall comply with the provisions of Public Act 291 of 2012. See the MDHHS Home Visiting Section Guidance Manual for requirements related to PA 291.

Staffing

The LIA's HFA home visiting staff will reflect the community served. The LIA will provide documentation to demonstrate due diligence if unable to fully meet this requirement within 90 days of a MDHHS site visit in which this was a finding. See the MDHHS Home Visiting Section Guidance Manual for requirements related to program staffing.

Performance Measures

The LIA shall comply with MDHHS expectations of demonstrating improvement in the performance measures as described in the MDHHS Home Visiting Section Guidance Manual.

Program Monitoring, Quality Assessment, Support and Technical Assistance (TA)

The LIA shall fully participate with the Department and the Michigan Public Health Institute (MPHI) with regards to program development and monitoring (including annual site visits either in-person or virtual), training, support and technical assistance services. See the MDHHS Home Visiting Section Guidance Manual for requirements related to program monitoring, quality assessment, support and TA.

Professional Development and Training

All of the LIA's HFA program staff associated with this funding will participate in professional development and training activities as required by both HFA and the Department. All LIA HFA program staff must receive HFA-specific training from a Michigan-based approved HFA training entity. See the MDHHS Home Visiting Section Guidance Manual for requirements related to professional development and training activities.

Supervision

The LIA shall adhere to the HFA model standards for reflective supervision.

Engage and Coordinate with Community Members, Partners and Parents

The LIA shall build upon and maintain diverse community collaboration and support with authentic engagement of parent representatives who have the lived experience and expertise.

The LIA shall participate in the Local Leadership Group (LLG) or, if none, the Great Start Collaborative.

The LIA shall participate in the Regional Perinatal Quality Collaborative.

See the MDHHS Home Visiting Section Guidance Manual for requirements related to engagement with community partners.

Data Collection

The LIA shall comply with all HFA and MDHHS data training, collection, entry and submission requirements. See the MDHHS Home Visiting Section Guidance Manual for requirements related to data collection.

Quality Improvement (QI)

The LIA shall participate in all HFA quality initiatives including research, evaluation and continuous quality improvement.

The LIA shall participate in all state and local Home Visiting QI activities as required by MDHHS. Required activities include, but are not limited to:

a. Developing and maintaining a QI team
b. Participating in QI activities during the fiscal year
c. Consulting with QI coaches

See the MDHHS Home Visiting Section Guidance Manual for requirements related to QI.

Promotional Materials

If the LIA wishes to produce any marketing, advertising or educational materials using grant agreement funds, they must follow the requirements outlined in the MDHHS Home Visiting Section Guidance Manual.

PROJECT: MATERNAL, INFANT, AND EARLY CHILDHOOD HOME VISITING INITIATIVE RURAL LOCAL HOME VISITING LEADERSHIP GROUP (MHVRLH) and MATERNAL, INFANT, AND EARLY CHILDHOOD HOME VISITING INITIATIVE RURAL LOCAL HOME VISITING GROUP 3 (MHVRLH3)

Project Synopsis

The purpose of the Local Leadership Group (LLG) is to support the development of a local home visiting system that leads to increased opportunities for coordination and collaboration of home visiting programs at the community or regional level.

Additional Reporting Requirements

The LLG shall submit all required reports in accordance with the Department reporting requirements.

a. Staffing Changes: Within 10 days of a staffing change, notify the State LLG Coordinator via e-mail and incorporate the change(s) into the budget and face sheet during the next amendment cycle as appropriate. The face sheet identifies the agency contacts and their assigned permissions related to the tasks they can perform in E-GrAMS. The assigned Project Director in E-GrAMS can make the face sheet changes once the agreement is available to be amended.
b. LLG Work Plan: Due annually by May 30 for preapproval from the LLG State Coordinator then uploaded to Groupsite upon approval. See the Michigan Department of Health and Human Services' (MDHHS) Home Visiting Section Guidance Manual for requirements related to Work Plan development and reporting.
c. Work Plan Reports: Must be submitted within 30 days of the end of each quarter (January 30, April 30, July 30, and October 30).
d. See the MDHHS Home Visiting Section Guidance Manual for specific Continuous Quality Improvement (CQI) reporting requirements.
e. Annual summary of QI activities will be submitted to the State LLG Coordinator by April 30 using the HVS required QI Summary Template (QI Annual Summary Report Template).
f. The Contract Manager or his/her designee shall evaluate the reports submitted as described for their completeness and adequacy.
g. The Grantee shall permit the Department or its designee to visit, either in person or virtually, and make an evaluation of the project as determined by the Contract Manager.

All reports and/or information (a-f), unless stated otherwise, shall be submitted electronically to the State LLG Coordinator or Groupsite.

Comply with MDHHS Home Visiting Program Requirements:

The Grantee shall operate the LLG with fidelity to the requirements of MDHHS as outlined in the MDHHS Home Visiting Section Guidance Manual.

The LLG will work with the State LLG Coordinator and the Michigan Public Health Institute (MPHI) Quality Improvement Coach. See the MDHHS Home Visiting Section Guidance Manual (MDHHS HVS Contract Supports) for details.

1. The LLG will achieve the following deliverables to create and sustain a local home visiting system:
    a. Convene and build a local home visiting collaborative body by ensuring the recruitment and participation of both required and strongly encouraged LLG representatives (noted in the MDHHS Home Visiting Section Guidance Manual).
    b. Drive change by partnering with and integrating parents who are experiencing home visiting as active members of the LLG and CQI team. The attendance of parents at the two HVS Grantee Meetings held annually is also required.
    c. Learn how the local home visiting is connected through the annual facilitation of a local Systems Coordination Planning Process and identify one goal to implement that helps to improve the coordination of the local home visiting system and achieve better outcomes for families
    d. Use Continuous Quality Improvement approaches to learn how to improve collaboration among the early childhood and local home visiting system.
    e. Leverage partnerships and resources to continue the LLG's strategic goals, objectives, and activities that result in improvements in the local community or region home visiting system by noting sustainability efforts in the annual impact report due September 1.

See the MDHHS Home Visiting Section Guidance Manual for requirements related to LLG membership/participation, CQI efforts as well as the implementation of Home Visiting Array and Sustainability Plans.

Funding Requirements:

The funding can be used to:

a. Enable the LLG to pay for staff support.
b. Financially support LLG parent leaders to attend the Michigan Home Visiting Conference.
c. Financially support LLG members, including parent leaders, to be part of the LLG and CQI efforts.
d. In some instances, pay for food at meetings. See Guidance Manual for more information.
e. Carry out MDHHS Home Visiting Section activities as specified in this agreement.

Promotional Materials

If the LLG wishes to produce any marketing, advertising or educational materials using grant agreement funds, they must follow the requirements as outlined in the MDHHS Home Visiting Section Guidance Manual. Promotional item expenditures such as pens, water bottles, diaper bags, etc. are not allowed under this funding.

PROJECT: Medicaid Outreach

Project Synopsis

Medicaid Outreach activities are performed to inform Medicaid beneficiaries or potential beneficiaries about Medicaid, enroll individuals in Medicaid and improve access and utilization of Medicaid covered services. All outreach activities must be specific to Medicaid. Reference bulletin: MSA 18-41.

Additional instructions can be found in Attachment I.

Additional Reporting Requirements

Submit quarterly reports **no later than 1 month after** the end of the quarter. The exception is the 4th quarter report which is due at the time as the final Financial Status Report (FSR). If the due date falls on a weekend or holiday, the report is due the next business day.

Reporting Period	**Due Date**
October 1 – December 31	January 31
January 1 – March 31	April 30
April 1 – June 30	July 31
July 1 – September 30	November 30

- Quarterly reports ***must*** be attached/uploaded on the **Source of Funds/Federal Medicaid Outreach** line on the FSR **in EGrAMS**.

- Reimbursements occur based on actual expenditures reported on the FSR using the reporting format and deadlines as required by the Michigan Department of Health and Human Services through EGrAMS.

Anu additional requirements (if applicable)

- All claimable outreach activities **must be in support of the Medicaid program**. Activities that are part of a direct service are not claimable as Medicaid Outreach.

- Must maintain documentation in support of administrative claims which are sufficiently detailed to allow determination of whether the activities were necessary

for the proper and efficient administration of the Medicaid State Plan.

- Must maintain a system to appropriately identify the activities and costs in accordance with federal requirements.

- Must provide quarterly summary reports of Medicaid outreach activities conducted during the quarter. The following reporting elements ***must*** be included in the quarterly report:

    1. Name of Local Health Department (LHD).
    2. Name and contact information of the individual completing the report.
    3. Time period the report covers (e.g., *FY 2026: 1st quarter*, or *October-December*).
    4. Types of services provided during the quarter.

       Note: *Do not include every single activity the LHD conducted during the quarter. Rather, simply include examples of the types of services provided. The Grantee can include as much or as little detail as they chose.*
    5. Number of clients served.
    6. Amount of funds expended during the quarter and total expenditures.
    7. Number of FTEs who provided these activities.

Successes/Challenges

This is **not a reporting requirement** but provides an opportunity for the LHD to share **successes** during the quarter (e.g., A school board member attended the Infant Mortality Reduction Coalition meeting, for the first time.) or to describe any **challenges** encountered during the quarter (e.g., The health advocate accepted a new position, and the lactation consultant went on maternity leave, so we are short two team members.)

PROJECT TITLE: MI Adolescent Pregnancy and Parenting Program

Project Synopsis

The goal of MI-APPP (Michigan Adolescent Pregnancy and Parenting Program) is to create an integrated system of care, including linkages to support services, for pregnant and parenting adolescents 15-19 years of age, the fathers, and their families. MI-APPP grantees implement the Adolescent Family Life Program-Positive Youth Development (AFLP-PYD; a California model), an evidence-informed case management curriculum designed to elicit strengths, address various risk behaviors, the impact of trauma, and provide a connection to health care and community services. In addition, MI-APPP grantees engage communities through locally driven steering committees, a comprehensive needs assessment, and creation of support services to ensure the program is responsive to the needs of pregnant and parenting teens.

MI-APPP aims to:

1. Reduce repeat, unintended pregnancies,
2. Strengthen access to and completion of secondary education,
3. Improve parental and child health outcomes, and
4. Strengthen familial connections between adolescents and their support networks

Additional Reporting Requirements

Report	Time Period	Due Date	Submit To
Program Narrative	October 1- December 31	January 15	Program Coordinator
	January 1-March 31	April 15	
	April 1-June 30	July 15	
	July 1-September 30	October 15	
Evaluation/Data Submission	Monthly	Submit the 10th of every month	REDcap

Any additional requirements

- Information provided must be medically accurate, age-appropriate, culturally relevant, and up-to-date.

- Pregnancy prevention education must be delivered separate and apart from any religious education or promotion. MI-APPP funding cannot not be used to support inherently religious activities including, but not limited to, religious instruction, worship, prayer, or proselytizing (45 CFR Part 87).

- Family planning drugs and/or devices cannot be prescribed, dispensed, or otherwise distributed on school property as part of the pregnancy prevention education funded by MI-APPP as mandated in the Michigan School Code.

- Abortion services, counseling and/or referrals for abortion services cannot be provided as part of the pregnancy prevention education funded under MI-APPP.

- Must adhere to the Minimum Program Requirements for MI-APPP.
- MI-APPP funding cannot be used to supplant funding for an existing program supported with another source of funds.

PROJECT: MI HOME VISITING INITIATIVE RURAL EXPANSION GRANT (MHVIRE)

Project Synopsis

The Healthy Families America (HFA) program was designed by Prevent Child Abuse America and is built on the tenants of trauma-informed care. The program is designed to promote positive parent-child relationships and healthy attachment. It is a strengths-based and family-centered approach.

Additional Reporting Requirements

The Local Implementing Agency (LIA) shall submit all required reports in accordance with the Department's reporting requirements. See the Michigan Department of Health and Human Services' (MDHHS) Home Visiting Section (HVS) Guidance Manual (MDHHS HVS Contract Supports) for details about what must be included in each report.

a. Staffing Changes: Within 10 days of a staffing change, notify the HVS Model Consultant via e-mail and incorporate the change(s) into the budget and face sheet during the next amendment cycle as appropriate. The face sheet identifies the agency contacts and their assigned permissions related to the tasks they can perform in E-GrAMS. The assigned Project Director in E-GrAMS can make the face sheet changes once the agreement is available to be amended.
b. Work Plan: Due annually on May 30 to the HVS Model Consultant for preapproval. Upload approval, upload Work Plan to Groupsite. See the MDHHS Home Visiting Section Guidance Manual for requirements related to Work Plan development and reporting.
c. Work Plan Reports: Must be uploaded to Groupsite within 30 days of the end of each quarter (January 30, April 30, July 30 and October 30).
d. HVS data collection requirements due in REDCap and/or HVOL by the 5th business day of each month.
e. Quality Improvement Reporting:
    - Documentation of a QI team will be submitted with the quarterly Work Plan Report.
    - Documentation of QI activities will be submitted with the quarterly Work Plan Report.
    - Annual summary of QI activities will be submitted to the Model Consultant by April 30 using the HVS required QI Summary Template (QI Annual Summary Report Template).

f. HV CoIIN Reporting (for those LIAs participating) for QI efforts shall occur in accordance with the CoIIN's schedule. Participating LIAs are required to use the HV CoIIN site to complete monthly submissions of PDSA cycles and required data (the frequency of data collection may vary).

Reports (a-f) shall be submitted as described above. Additional guidance concerning data collection and Quality Improvement is provided in the MDHHS Home Visiting Section Guidance Manual.

Grantee Specific Requirements

The LIA shall serve families as a result of outreach efforts based on the findings of their MDHHS- HVS Outreach Toolkit.

In general, across all regions, the home visitor-to-family ratio should agree with the following:

16 families or a case weight of 30 per 1.0 FTE for traditional HFA. It is expected that caseloads will be lower for staff members in their first and second year and must align with model expectations. Caseload expectations for other fund sources are documented in language specific to that source.

Maintain Fidelity to the Model

The LIA shall adhere to the HFA Best Practice Standards. In addition, all Healthy Families America affiliates shall comply with the requirements of the Central Administration for the Multi-Site State System (also known as “The State Office”) housed within the Michigan Public Health Institute. All HFA model-required training will be accessed through the Central Administration as available. Contact the HFA State Office for details.

Comply with MDHHS Program Requirements

The LIA shall operate the program with fidelity to the requirements of MDHHS based on the agreement executed in E-GrAMS and the conditions as outlined in the MDHHS Home Visiting Section Guidance Manual. The LIA will fulfill these requirements while strengthening efforts towards health and racial equity through staff education, programmatic data evaluation and client supportive services.

P.A. 291

The LIA shall comply with the provisions of Public Act 291 of 2012. See the MDHHS Home Visiting Section Guidance Manual for requirements related to PA 291.

Staffing

The LIA’s HFA home visiting staff will reflect the community served. The LIA will provide documentation to demonstrate due diligence if unable to fully meet this requirement within 90 days of a MDHHS site visit in which this was a finding. See the MDHHS Home Visiting Section Guidance Manual for requirements related to program staffing.

Performance Measures

The LIA shall comply with MDHHS expectations of demonstrating improvement in the performance measures as described in the MDHHS Home Visiting Section Guidance Manual.

Program Monitoring, Quality Assessment, Support and Technical Assistance (TA)

The LIA shall fully participate with the Department and the Michigan Public Health Institute (MPHI) with regards to program development and monitoring (including annual site visits either in-person or virtual), training, support and technical assistance services. See the MDHHS Home Visiting Section Guidance Manual for requirements related to program monitoring, quality assessment, support and TA.

Professional Development and Training

All the LIA's HFA program staff associated with this funding will participate in professional development and training activities as required by both HFA and the Department. All LIA HFA program staff must receive HFA-specific training from a Michigan-based approved HFA training entity. See the MDHHS Home Visiting Section Guidance Manual for requirements related to professional development and training activities.

Supervision

The LIA shall adhere to the HFA model standards for reflective supervision.

Engage and Coordinate with Community Members, Partners and Parents

The LIA shall build upon and maintain diverse community collaboration and support with authentic engagement of parent representatives who have the lived experience and expertise.

The LIA shall participate in the Local Leadership Group (LLG) or, if none, the Great Start Collaborative.

The LIA shall participate in the Regional Perinatal Quality Collaboratives.

See the MDHHS Home Visiting Section Guidance Manual for requirements related to engagement with community partners.

Data Collection

The LIA shall comply with all HFA and MDHHS data training, collection, entry and submission requirements. See the MDHHS Home Visiting Section Guidance Manual for requirements related to data collection.

Quality Improvement (QI)

The LIA shall participate in all HFA quality initiatives including research, evaluation and continuous quality improvement.

The LIA shall participate in all state and local Home Visiting QI activities as required by MDHHS. Required activities include, but are not limited to:

a. Developing and maintaining a QI team
b. Participating in QI activities during the fiscal year
c. Consulting with QI coaches

See the MDHHS Home Visiting Section Guidance Manual for requirements related to QI.

Promotional Materials

If the LIA wishes to produce any marketing, advertising or educational materials using grant agreement funds, they must follow the requirements outlined in the MDHHS Home Visiting Section Guidance Manual.

PROJECT: Michigan Hubs

Project Synopsis

Michigan Hubs is a network of community partners and collaboratives working together to understand and address the social, economic, and environmental factors that influence health and well-being. Through strong local partnerships, each Hub tailors efforts to the unique needs of its community, enhancing both social and health care service delivery. By strengthening collaboration between health care and social care organizations, Michigan Hubs aim to build the technological, human, and organizational capacities necessary for coordinated, community-centered care that improves overall health outcomes across the state.

Additional Reporting Requirements

Grantees are required to submit a quarterly status report with information on the following areas:

1. **Michigan Hub Infrastructure:** Report on developments related to governance and other foundational elements of Hub's operations.

2. **Additional Activities within Work Plan:** Describe any additional activities undertaken within those outlined in the work plan.

3. **Technical Assistance Needs:** Outline any support or resources required to overcome challenges, enhance the Hub's impact, or address emerging needs.

4. **Progress Toward Intended Outcomes/Impact:** Reflect on progress toward achieving the intended outcomes and impacts of programs and projects.

Surveys will be completed through Qualtrics and must be submitted by 15th of the month following the respective reporting period

- January 15, 2026 (baseline reporting)
- April 15, 2026 (reporting period of January-March 2026)
- July 15, 2026 (reporting period of April-June 2026)
- October 15, 2026 (reporting period of July-September 2026)

Any additional requirements (if applicable)

Grantee participation in quarterly Learning Community meetings and quarterly Regional Partner meetings to share updates, best practices, and barriers will be required.

PROJECT: MIHP Staffing Cost Assistance

Project Synopsis

Supplemental funding to be utilized to assist with staffing costs of the Maternal Infant Health Program (MIHP). Funded staff must directly support Medicaid beneficiaries enrolled in the MIHP.

Additional Reporting Requirements

NA

PROJECT: Neighborhood Wellness Centers
(Ingham County Health Department)

Project Synopsis

To reduce health and economic disparities in the Lansing community by offering accessible healthcare services and personalized, coordinated referrals to community resources that address social determinants of health. By partnering with the Michigan Department of Health and Human Services (MDHHS), the Ingham County Health Department (ICHD) will promote its programs and services through Neighborhood Wellness Centers. These centers will build upon the successful infrastructure established by the Neighborhood Testing Site program and the Racial Disparities Task Force during the pandemic. This initiative will help ICHD lower barriers to care and resources, combat disease, and improve the overall health and wellbeing of the community. ICHD will offer these services at the following Neighborhood Wellness Center location:

- Epicenter of Worship

Additional Reporting Requirements:

- Grantee must adhere to all reporting requirements described in Standard Operating Procedures (SOP) and report data to MDHHS.

Additional Requirements:

1. Grantee must offer COVID-19 testing, blood pressure, cholesterol, and diabetes screenings to visitors unless/until otherwise directed by MDHHS, in writing.

    a. Grantee is responsible for providing all medical devices and required medical supplies to support blood pressure, cholesterol, and diabetes screenings to implement a complete Point of Care (POC) wellness clinic experience. This includes but is not limited to: Scales, BP cuffs (in multiple sizes), glucometers, HgbA1c Clinical Laboratory Improvement Amendments (CLIA-Waived analyzers), lipid CLIA-waived analyzers, etc.).

    b. Grantee is responsible for providing the necessary PPE and other medical supplies necessary to support COVID-19 testing.

2. Grantee must staff each NWC location with a dedicated Community Health Worker (CHW).

3. Grantee's CHW staff must be on-site at their assigned work location at least 3x a week unless otherwise authorized by MDHHS in writing. Additionally, Grantee

must identify back-up coverage for CHWs in the event of planned vacations or unexpected circumstances to ensure CHW support is maintained for each NWC location.

4. Grantee must ensure all CHWs assigned to the NWC project have capacity to fulfill NWC-specific activities whether part-time or full time according to the NWC SOP and the accompanying Community Health Worker SOP.

5. Grantee is responsible for developing a “referral resource database”. This database must include resources such as, but not limited to, community organizations that can aid individuals in meeting one or more of their Social Determinants of Health needs, clinics or providers offices that can aid individuals with medical needs, mental health service providers/resources, and more.

    a. Grantee is responsible for continually updating and vetting resources that are included in the referral resource database to ensure the organization/initiative/individual is active and able to provide aid to individuals who may be referred to the resource by the CHW.

6. Grantee must develop a library of health education materials that can be shared with NWC visitors including topics that span the Social Determinants of Health and other health or mental health conditions.

7. Grantee is responsible for directing and managing the full scope of CHW work activities. Some of these duties are outlined below and a full list of CHW responsibilities can be found within the CHW SOP:

    a. Engaging with NWC visitors, site partners, and NWC testing/diagnostic vendors for continuous rapport building.

    b. Conducting SDoH intakes to identify client needs and providing referrals to service providers capable of aiding clients in meeting those needs.

    c. Connecting with local organizations about NWC services to establish referral partners that can be added to the referral resource database. CHWs must utilize grantee designated resources, MDHHS resources, and collaborate with NWC stakeholders to promote NWC services.

    d. Participating in ongoing training and professional development trainings as designated by the grantee or MDHHS.

    e. Adhering to data capturing and reporting requirements as defined by MDHHS. This includes but is not limited to the daily tracking of SDoH intakes, client engagements, outreach activity, and client follow-up support using MDHHS-designated platform or approved external platform.

f. Data is to be submitted to MDHHS/MDHHS designated vendor(s) by 7PM daily. For additional details, see the CHW reporting Work Aid and example follow-up word aid provided by MDHHS).

8. Grantee must develop a mechanism to support pre-registration and on-site service registration electronically. *Refer to Standard Operating Procedures (SOP*) provided by MDHHS for more information about data elements to incorporate into registration processes*

    a. Pre-registration links to be provided to MDHHS to support advertising of site services *(Refer to SOP).*

9. Grantee must provide testing/screening results and accompanying resources on-site (printed) and via email and or text message per the visitor's preferences. Testing/screening results must be retained for 7 years for auditing purposes

10. Grantee must provide testing/screening results as described within the provided SOP (NWC diagnostics and Testing SOPs).

11. Grantee must follow all emergency protocols described within SOP.

12. If telehealth is available, Grantee must adhere to telehealth guidance and reporting requirements as described in SOP.

13. Grantee will implement special projects as directed by MDHHS.

**Standard Operating Procedures are subject to change as they are continually updated as more information is learned through project implementation efforts. MDHHS will provide updated SOPs to Grantee(s) as they are updated and will work with Grantees to establish timelines to make adjustments to operations on a case-by-case basis

*** MDHHS reserves the right to reduce the project award or terminate the project in the event of the Grantee's failure to meet stated project requirements.

PROJECT: Neighborhood Wellness Centers (Detroit Health Department)

Project Synopsis

To reduce health and economic disparities in the Detroit community by offering accessible healthcare services and personalized, coordinated referrals to community resources that address social determinants of health. By partnering with the Michigan Department of Health and Human Services (MDHHS), the Detroit Health Department (DHD) will promote its programs and services through Neighborhood Wellness Centers. These centers will build upon the successful infrastructure established by the Neighborhood Testing Site program and the Racial Disparities Task Force during the pandemic. This initiative will help DHD lower barriers to care and resources, combat disease, and improve the overall health and wellbeing of Detroit residents. DHD will offer these services at the following Neighborhood Wellness Center locations:

- Bethel Baptist Church East
- Historic King Solomon Church
- The Open Door Church of God in Christ
- Wayne County Community College District Northwest Campus
- Southwestern Church of God
- Hartford Memorial Baptist Church
- Triumph Church

Additional Reporting Requirements

- Grantee must adhere to all reporting requirements described in Standard Operating Procedures (SOP) and report data to MDHHS.

Any additional requirements (if applicable)

1. Grantee must offer COVID-19 testing, blood pressure, cholesterol, and diabetes screenings to visitors unless/until otherwise directed by MDHHS, in writing.

    a. Grantee is responsible for providing all medical devices and required medical supplies to support blood pressure, cholesterol, and diabetes screenings to implement a complete Point of Care (POC) wellness clinic experience. This includes but is not limited to: Scales, BP cuffs (in multiple sizes), glucometers, HgbA1c Clinical Laboratory Improvement Amendments (CLIA-Waived analyzers), lipid CLIA-waived analyzers, etc.).

    b. Grantee is responsible for providing the necessary PPE and other medical supplies necessary to support COVID-19 testing.

2. Grantee must staff each NWC location with a dedicated Community Health Worker (CHW).

3. Grantee's CHW staff must be on-site at their assigned work location at least 3x a week unless otherwise authorized by MDHHS in writing. Additionally, Grantee must identify back-up coverage for CHWs in the event of planned vacations or unexpected circumstances to ensure CHW support is maintained for each NWC location.

4. Grantee must ensure all CHWs assigned to the NWC project have capacity to fulfill NWC-specific activities whether part-time or full time according to the NWC SOP and the accompanying Community Health Worker SOP.

5. Grantee is responsible for developing a "referral resource database". This database must include resources such as, but not limited to, community organizations that can aid individuals in meeting one or more of their Social Determinants of Health needs, clinics or providers offices that can aid individuals with medical needs, mental health service providers/resources, and more.

    a. Grantee is responsible for continually updating and vetting resources that are included in the referral resource database to ensure the organization/initiative/individual is active and able to provide aid to individuals who may be referred to the resource by the CHW.

6. Grantee must develop a library of health education materials that can be shared with NWC visitors including topics that span the Social Determinants of Health and other health or mental health conditions.

7. Grantee is responsible for directing and managing the full scope of CHW work activities. Some of these duties are outlined below and a full list of CHW responsibilities can be found within the CHW SOP:

    a. Engaging with NWC visitors, site partners, and NWC testing/diagnostic vendors for continuous rapport building.

    b. Conducting SDoH intakes to identify client needs and providing referrals to service providers capable of aiding clients in meeting those needs.

    c. Connecting with local organizations about NWC services to establish referral partners that can be added to the referral resource database. CHWs must utilize grantee designated resources, MDHHS resources, and collaborate with NWC stakeholders to promote NWC services.

    d. Participating in ongoing training and professional development trainings as designated by the grantee or MDHHS.
    e. Adhering to data capturing and reporting requirements as defined by

MDHHS. This includes but is not limited to the daily tracking of SDoH intakes, client engagements, outreach activity, and client follow-up support using MDHHS-designated platform or approved external platform.

f. Data is to be submitted to MDHHS/MDHHS designated vendor(s) by 7PM daily. For additional details, see the CHW reporting Work Aid and example follow-up word aid provided by MDHHS).

8. Grantee must develop a mechanism to support pre-registration and on-site service registration electronically. *Refer to Standard Operating Procedures (SOP*) provided by MDHHS for more information about data elements to incorporate into registration processes*

    a. Pre-registration links to be provided to MDHHS to support advertising of site services *(Refer to SOP).*

9. Grantee must provide testing/screening results and accompanying resources on-site (printed) and via email and or text message per the visitor's preferences. Testing/screening results must be retained for 7 years for auditing purposes.

10. Grantee must provide testing/screening results as described within the provided SOP (NWC diagnostics and Testing SOPs).

11. Grantee must follow all emergency protocols described within SOP.

12. If telehealth is available, Grantee must adhere to telehealth guidance and reporting requirements as described in the SOP.

13. Grantee will implement special projects as directed by MDHHS.

**Standard Operating Procedures are subject to change as they are continually updated as more information is learned through project implementation efforts. MDHHS will provide updated SOPs to Grantee(s) as they are updated and will work with Grantees to establish timelines to make adjustments to operations on a case-by-case basis

*** MDHHS reserves the right to reduce the project award or terminate the project in the event of the Grantee's failure to meet stated project requirements.

PROJECT: NURSE-FAMILY PARNERSHIP (NFP) SERVICES

Project Synopsis

The Nurse-Family Partnership (NFP) program offers families one-on-one home visits with a registered nurse. The model is grounded in human attachment, human ecology, and self-efficacy theories. Home visitors use model-specific resources to build on a parent's own interests to attain the model goals.

Additional Reporting Requirements

The Local Implementing Agency (LIA) shall submit all required reports in accordance with the Department reporting requirements. See the Michigan Department of Health and Human Services' (MDHHS) Home Visiting Section Guidance Manual (MDHHS HVS Contract Supports) for details about what must be included in each report.

a. Staffing Changes: Within 10 days of a staffing change, notify the NFP Model Consultant via e-mail and incorporate the change(s) into the budget and face sheet during the next amendment cycle as appropriate. The face sheet identifies the agency contacts and their assigned permissions related to the tasks they can perform in E-GrAMS. The assigned Project Director in E-GrAMS can make the face sheet changes once the agreement is available to be amended.

b. Medicaid Outreach Report (Berrien, Calhoun, Kalamazoo and Kent counties only): Due within 30 days of the end of each quarter.

c. NFP Work Plan: Due annually by May 30 to the HVS Model Consultant for preapproval then uploaded into Groupsite. See the MDHHS Home Visiting Section Guidance Manual for requirements related to Work Plan development and reporting.

d. Work Plan Reports: Must be uploaded to Groupsite within 30 days of the end of each quarter (January 30, April 30, July 30 and October 30).

e. HVS data collection requirements due in REDCap and Flo on the 5th business day of each month.

f. Quality Improvement Reporting:
   - Documentation of a QI team will be submitted with the quarterly Work Plan Report.
   - Documentation of QI activities will be submitted with the quarterly Work Plan Report.
   - Annual summary of QI activities will be submitted to the Model Consultant by April 30 using the HVS required QI Summary Template (QI Annual Summary Report Template).

g. HV CoIIN Reporting (for those LIAs participating) for QI efforts shall occur in accordance with the CoIIN's schedule. Participating LIAs are required to use the HV CoIIN site to complete monthly submissions of PDSA cycles and required data (the frequency of data collection may vary).

Reports (a-g) shall be submitted as described above. Additional guidance concerning data collection and Quality Improvement is provided in the MDHHS Home Visiting Section Guidance Manual.

FY26 Home Visiting Compensation Rates

The Local Implementing Agency (LIA) shall utilize MDHHS-Home Visiting Section (HVS) funding to compensate home visitors at no less than the current MDHHS-HVS minimum hourly salary requirement for a standard home visitor as identified below. The minimum hourly salary is set utilizing the MIT Living Wage scale and may be subject to change. Programs should not decrease compensation if home visitors are currently paid at a higher hourly rate.

It is recommended, but not required, that programs compensate home visiting program supervisors based on the hourly rate identified below.

FY 26 Home Visiting Compensation Rates	
Position	Hourly Rate
Home Visitor	$24.92
Home Visiting Supervisor	$30.41

The expectation to meet this goal began FY25 (i.e., October 1, 2024). The HVS will work with all LIAs to achieve this goal through a phase-in process as needed.

Maintain Fidelity to the Model

The LIA shall adhere to the Nurse Family Partnership National Service Office (NSO) program standards and operate the program with fidelity monitored by the NSO review and discussion of Quarterly Outcomes Repots, Network Partner Self-assessment, Fidelity Index, Collaborative Success Plan, Site Visits and ongoing consultation.

Comply with MDHHS Program Requirements

The LIA shall operate the program with fidelity to the requirements of MDHHS based on the agreement executed in E-GrAMS and the conditions as outlined in the MDHHS Home Visiting Section Guidance Manual. The LIA will fulfill these requirements while strengthening efforts towards health and racial equity through staff education, programmatic data evaluation and client supportive services.

Data-Informed Outreach

Michigan is using NFP as a specialized home visiting service strategy for first-time mothers who have low-income. This specialized service strategy is a focused way of

using limited resources, directing them to populations who live in communities placing them at higher risk. The LIA will conduct outreach activities to the population groups identified in their MDHHS-HVS Outreach Toolkit to enroll families from those outreach efforts.

The MDHHS expects LIAs to maintain a caseload capacity of 20 families per 1.0 FTE.

P.A. 291
The LIA shall comply with the provisions of Public Act 291 of 2012. See the MDHHS Home Visiting Section Guidance Manual for requirements related to PA 291.

Staffing
The LIA's NFP home visiting staff will reflect the community served. The LIA will provide documentation to demonstrate due diligence if unable to fully meet this requirement within 90 days of a MDHHS site visit in which this was a finding. See the MDHHS Home Visiting Section Guidance Manual for requirements related to program staffing.

Performance Measures
The LIA shall comply with MDHHS expectations of demonstrating improvement in the performance measures described in the MDHHS Home Visiting Section Guidance Manual.

Program Monitoring, Quality Assessment, Support and Technical Assistance (TA)
The LIA shall fully participate with the NFP NSO, the Department, and the Michigan Public Health Institute (MPHI) with regard to program development and monitoring (including annual site visits either in-person or virtual), training, support and technical assistance services. See the MDHHS Home Visiting Section Guidance Manual for requirements related to program monitoring, quality assessment, support and TA.

Professional Development and Training
All of the LIA's NFP staff associated with this funding will participate in professional development and training activities as required by the NFP, NSO and the Department. See the MDHHS Home Visiting Section Guidance Manual for requirements related to professional development and training activities.

Supervision
The LIA shall adhere to the NFP supervision requirements.

Engage and Coordinate with Community Members, Partners and Parents
The LIA shall build upon and maintain diverse community collaboration and support with authentic engagement of parent representatives who have the lived experience and expertise.

The LIA shall participate in the Local Leadership Group (LLG) or, if none, the Great Start Collaborative.

The LIA shall participate in the Regional Perinatal Quality Collaborative.

See the MDHHS Home Visiting Section Guidance Manual for requirements related to engagement with community partners.

Data Collection

The LIA shall comply with all NFP and MDHHS data training, collection, entry and submission requirements. See the MDHHS Home Visiting Section Guidance Manual for requirements related to data collection.

Quality Improvement (QI)

The LIA shall participate in all NFP quality initiatives including research, evaluation and continuous quality improvement.

The LIA shall participate in all state and local Home Visiting QI activities as required by MDHHS. Required activities include, but are not limited to:

a. Developing and maintaining a QI team
b. Participating in QI activities during the fiscal year
c. Consulting with QI coaches

See the MDHHS Home Visiting Section Guidance Manual for requirements related to QI.

Promotional Materials

If the LIA wishes to produce any marketing, advertising or educational materials using grant agreement funds, they must follow the requirements outlined in the MDHHS Home Visiting Section Guidance Manual.

PROJECT TITLE: OPIOID AFFECTED YOUTH INITIATIVE (OAYI)

Project Synopsis

The purpose of the Peer Navigator Pilot Project is to increase support for pregnant and postpartum people who are impacted by substance use by placing Peer Navigators in Healthcare or Behavioral Health settings. Peer Navigators will work to support families in their recovery journey while also supporting connections to resources within their community.

Project Title: Oral Health Kindergarten Assessment

Project Synopsis

Local health departments (LHD) will perform no-cost oral health assessments on children enrolling into kindergarten or first grade and refer for dental treatment as assessment findings warrant.

Additional Reporting Requirements

- The LHD shall submit quarterly progress reports on a form provided by the Contract Manager. These reports shall include a narrative description of program activities during the respective quarter.

- The above reports shall be submitted via email directly to the Contract Manager no later than 30 days following the end of each quarter:

  Michele Kawabe, MPH, RD, CDCES
  Kindergarten Oral Health Assessment Program Consultant
  kawabem@michigan.gov

- Results of each dental assessment conducted by the LHD or a subcontracted dental agency conducting dental assessments on its behalf shall be entered in the MDHHS KOHA database no later than 30 days following the close of the respective quarter.

Any additional requirements (if applicable)

- The LHD must be designated as a grantee health agency under P.A. 161 (MCL 333.1625) and permitted to operate as a Mobile Dental Facility within the state of Michigan unless the LHD subcontracts all assessments to an outside dental agency. Any agency that is subcontracted by an LHD to conduct assessments must be both designated as a grantee health agency under P.A. 161 and permitted to operate as a Mobile Dental Facility within the State of Michigan.

- The LHD and any agency it subcontracts to perform oral health assessments must follow all applicable federal, state, and local laws, and all administrative rules, regulations, and ordinances, including those required for their PA 161 designation and mobile dental facility permit approval.

- The LHD and any agency it subcontracts to perform oral health assessments must follow all Kindergarten Oral Health Assessment Program policies and procedures.

- The LHD shall develop an outreach plan to inform families, schools, daycare facilities, and other relevant stakeholders of KOHA. This plan shall include working collaboratively with school and other relevant community partners to publicize and host screening events.

- The LHD shall conduct oral health assessments at a minimum rate of 50% of the total number of kindergarteners eligible for free or reduced lunch within the LHD's jurisdiction; the assessments may be conducted by a subcontracted agency or agencies on behalf of the LHD.

- The LHD and any subcontracted agencies shall adhere to all applicable safety and infection control standards while providing dental assessments.

- The LHD shall attend scheduled meetings, calls, site visits, etc as requested by MDHHS and comply to all KOHA requirements as they are developed.

PROJECT: Public Health Emergency Preparedness (PHEP) and Cities Readiness Initiative (CRI) as applicable 9 Month Projects – BIONINE & CRININE

Project Synopsis

As a Grantee of funding provided through the Centers for Disease Control and Prevention (CDC) Public Health Emergency Preparedness (PHEP) Cooperative Agreement, each Grantee shall conduct activities to build preparedness and response capacity and capability. These activities shall be conducted in accordance with the PHEP Cooperative Agreement guidance for BP1(2024-2025) plus any and all related guidance from the CDC and the Department that is issued for the purpose of clarifying or interpreting overall program requirements.

Additional Reporting Requirements

1. Grantee are required to submit a 3-month (July 1 to September 30) budget and a 9-month (October 1 to June 30) for both Base PHEP and CRI funding, including the 10% MATCH for those periods (see below for detail regarding Match). Submitted to the Financial Specialist, Janis Tipton at tiptonj2@michigan.gov with a cc to MDHHS-BETP-DEPR-PHEP@michigan.gov by April 12, 2024.

2. ALL activities funded through the PHEP cooperative agreement must be completed between July 1, and June 30, and all BP1 funding must be obligated by June 30, 2025, and activity completed by the July 31, 2025 Final FSR submission deadline.

3. Grantee must submit required PHEP program data and reports by the stated deadlines. This includes, but is not limited to, progress reports, performance measure data reports, National Incident Management System (NIMS) compliance reports, updated emergency plans, budget narratives, Financial Status Reports (FSR), etc. Failure to do so will constitute a benchmark failure. All deliverables must be submitted by the designated due date in the LHD BP1 work plan.

4. Grantee must maintain National Incident Management System (NIMS) compliance as detailed in the LHD work plan and submit annually to the Department – DEPR per the LHD BP1 work plan.

5. Each subrecipient Grantee must retain program-related documentation for activities and expenditures consistent with Title 2 CFR Part 200; Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards, to the standards that will pass the scrutiny of audit.

Any additional requirements (if applicable)

All Grantee activities shall be consistent with all approved BP1 work plan(s) and budget(s) on file with the Department through the EGrAMS. In addition to these broad requirements, the Grantee will comply with the following:

- Grantee provides the required 10% MATCH of the MDHHS Comprehensive amount for July 1 to September 30 and October 1 to June 30. Grantee are required to submit a letter (on agency letterhead) stating the source, calculation, and narrative description of how the match was achieved, unless said match is met using local dollars. This is due with the narrative budget submission to the Division of Emergency Preparedness and Response-DEPR.

- Grantee will maintain a 1.0 full-time equivalent (FTE) emergency preparedness coordinator (EPC) position, to support emergency preparedness and response activities and as a program point of contact. This position will be supported at a minimum of 75% with PHEP funding. Other grants may be used up to 25% to support flexibility in grant utilization. In addition to the Grantee health officer, the EPC shall participate in collaborative capacity building activities of the PHEP Cooperative Agreement, all required reporting and exercise requirements and in regional Healthcare Coalition (HCC) initiatives. Any changes to this staffing model must be approved by the Public Health Emergency Preparedness Program Manager at the Division of Emergency Preparedness and Response (517-335-8150).

- Under the PHEP cooperative agreements, Grantees must continue to partner with the Regional Healthcare Coalitions (HCC) and support HCC initiatives to ensure that healthcare organizations receive resources to meet medical surge demands. Working well together during a crisis is facilitated by meeting on a regular basis. To this end, EPCs, supported by CDC PHEP are required to participate in and support regional HCC initiatives. In addition, the EPC or designee is required to attend regional HCC planning or advisory board meetings. The intent is for LHDs that cross regional boundaries to align with one regional coalition.

- There are a number of special initiatives, projects, and/or supplemental funding opportunities that are facilitated under this cooperative agreement. For example, the Cities Readiness Initiative (CRI) performance and evaluation initiatives. Each Grantee that is designated to participate in any of these types of supplemental opportunities is required to comply with all CDC and the Department – Division of Emergency Preparedness and Response (DEPR) guidance, and all accompanying work plan and budgeting requirements implemented for the purpose of subrecipient monitoring and accountability. Some or all supplemental opportunities may require separate recordkeeping of expenditures. If so, this separate accounting will be identified in separate project budgets in the EGrAMS. These supplemental opportunities may also require additional reporting and exercise activities.

- Budget amendments that contain line items deviating more than 15% or $10,000 (whichever is greater) from the original budgeted line item must be approved by DEPR prior to implementation via email to the Financial Specialist, Janis Tipton at tiptonj2@michigan.gov with a cc to MDHHS-BETP-DEPR-PHEP@michigan.gov

- In response to repeated communications from CDC strongly urging states to ensure all funds are spent each year a threshold has been established to limit the amount of unspent funds. A maximum of 2% of the Grantee allocation or $3,000 (whichever is greater) of unspent funds is allowable each budget period. Failure to meet this requirement, or misuse of funds, will affect the amount that is allocated in subsequent budget periods.

Unallowable and Allowable Costs

- Grantee may not use funds for research.

- Grantee may not use funds for clinic care except as allowed by law.

- Generally, Grantee may not use funds to purchase furniture or equipment. Any such proposed spending must be clearly identified in the budget.

- Reimbursement of pre-award costs generally is not allowed unless the CDC provides written approval to the recipient.

- Other than for normal and recognized executive-legislative relationships, no funds may be used for:

    a. Publicity or propaganda purposes, for the preparation, distribution, or use of any material designed to support or defeat the enactment of legislation before any legislative body.

    b. The salary or expenses of any grant or contract recipient, or agent acting for such recipient related to any activity designed to influence the enactment of legislation, appropriations regulation, administrative action, or Executive order proposed or pending before any legislative body.

- Lobbying is prohibited.

- The direct and primary recipient in a cooperative agreement must perform a substantial role in carrying out project outcomes and not merely serve as a conduit for an award to another party or provider who is ineligible.

- Grantee may not use funds to purchase vehicles to be used as means of transportation for carrying people or goods, e.g., passenger cars or trucks, electrical or gas-driven motorized carts.

- Grantee can (with prior approval) use funds to lease vehicles to be used as means of transportation for carrying people or goods, e.g., passenger cars or trucks and electrical or gas-driven motorized carts.

- Payment or reimbursement of backfilling costs for staff is not allowed.

- No clothing may be purchased with these funds.

- Items considered as give away such as first aid kits, flashlights, shirts etc., are not allowable.

- None of the funds awarded to these programs may be used to pay the salary of an individual at a rate in excess of Executive Level II or $199,300 per year.

- Grantee may not use funds for construction or major renovations.

- Grantee may not use funds to purchase a house or other living quarter for those under quarantine.

- PHEP funds may not be used to purchase or support (feed) animals for labs, including mice. Any requests for such must receive prior approval of protocols from the Animal Control Office within CDC and subsequent approval from the CDC OGS as to the allowable of costs.

- Grantee may supplement but not supplant existing state or federal funds for activities described in the budget. Supplantation is the replacement of non-federal funds with federal funds to support the same activities. Under Public Health Service Act, Title I, Section 319(c), it strictly and expressly prohibits using cooperative agreement funds to supplant any current state or local expenditures.

- Grantee may use funds only for reasonable program purposes including personnel, travel, supplies and services.

- Grantee may (with prior approval) use funds for overtime for individuals directly associated (listed in personnel costs) with the award.

- Grantee can (with prior approval) use funds to purchase material-handling equipment (MHE) such as industrial or warehouse-use trucks to be used to move materials, such as forklifts, lift trucks, turret trucks, etc. Vehicles must be of a type not licensed to travel on public roads.

- Grantee can use funds to purchase caches of medical or non-medical counter measures for use by public health first responders and their families to ensure the health and safety of the public health workforce.

- Grantee can use funds to support appropriate accreditation activities that meet the Public Health Accreditation Board's preparedness-related standards.

Audit Requirement

A grantee may use its Single Audit to comply with 42 USC 247d – 3a(j)(2) if at least once every two years the awardee obtains an audit in accordance with the Single Audit Act (31 USC 7501 – 7507) and Title 2 CFR, Part 200 Subpart F; submits that audit to and has the audit accepted by the Federal Audit Clearinghouse; and ensures that applicable PHEP CFDA number 93.069 are listed on the Schedule of Expenditures of Federal Awards (SEFA) contained in that audit.

Pandemic and All Hazards Preparedness and Advancing Innovation Act of 2018

Requires the withholding of amounts from entities that fail to achieve PHEP benchmarks. The following PHEP benchmarks have been identified by CDC and MDHHS-DEPR for the Fiscal Year:

- Update risk assessment to include people who are disproportionately impacted by public health emergencies (HE-A).

- Include critical response and recovery partners in required plans and exercises (PAR-A).

- Identify and implement communication surveillance, media relations, and digital communication strategies in exercises (RSK-B).

- Further guidance related to specific preparedness deliverables will be included in the LHD workplan.

Benchmark Failure

Awardees are expected to "substantially meet" the PAHPIA benchmarks. Per the Cooperative Agreement, failure to do so constitutes a benchmark failure, which carries an allowable penalty withholding of funds. Failure to meet any one of the two benchmarks and/or the spending threshold is considered a single benchmark failure. Any awardee (or sub-awardee) that does not meet a benchmark, and/or the spending threshold will have an opportunity to correct the deficiency during a probationary period. If the deficiency is not corrected during this period, the awardee is subject to a 10% withholding of funds the following budget period. Failure to meet the pandemic influenza plan requirement constitutes a separate benchmark failure and is also subject to a 10% withholding. The total potential withholding allowable is 20% the first year. If the deficiency is not corrected, the allowable penalty withholding increases to 30% in year two and 40% in year three.

Regional Epidemiology Support

For those Grantees receiving additional funds to provide workspace for Regional Epidemiologists, the grantee must provide adequate office space, telephone connections, and high-speed Internet access. The position must also have access to fax and photocopiers.

PROJECT: Public Health Infrastructure

Project Synopsis

The Strengthening Public Health Workforce and Infrastructure in Michigan grant is intended to support critical public health infrastructure needs in local jurisdictions related to the public health workforce, foundational capabilities and data modernization. Funding is intended to be highly flexible to meet the unique needs of each jurisdiction.

Additional Reporting Requirements

Grantees will be required to report progress biannually in winter and summer of each grant year. The MDHHS Division of Local Health Services will communicate the format for grant reporting during the grant year.

Any additional requirements (if applicable)

Examples of allowable expenses include:

- Expenses related to recruitment/hiring of new staff or retention of existing staff
- Supplies and equipment necessary for staff to complete job functions
- Training and conference expense
- Software or IT equipment purchases, leases, upgrades or repair
- Investments in workforce engagement, well-being and other related programs and services
- Expenses related to purchasing or leasing office space in an existing building
- Physical infrastructure repairs, improvements etc. (buildings, vehicles, equipment, etc.)
    - Improvements to existing structures must be approved by the MDHHS Division of Local Health Services (LHS) through the budget review process. Accompanying justification will be required.

Examples of allowable activities:

- Hiring staff to fill new or existing position
- Holding training events for new or existing staff

- Purchasing/leasing new vehicles, equipment, IT equipment, etc.
- Remodeling existing office space

Non-allowable expenses include:

- New building construction (e.g. breaking ground on a brand-new facility

- Funding restrictions and limitations listed under CDC's general terms and conditions for non-research grants (see: https://www.cdc.gov/grants/documents/General-Terms-and-Conditions-Non-Research-Awards.pdf)

    - Includes lobbying activities, advocacy/promotion of gun control, needle exchange programs, certain telecommunications/surveillance services or equipment and other limitations.

PROJECT: Regional Health Advisory Councils

Project Synopsis

The Regional Health Advisory Councils (RHACs) have been established using a framework adapting elements of collective impact and community social capital model to drive power sharing and co-created decision-making models in addressing community health. These councils are required to have a mix of community members and organizational representation to ensure the voice of community members was not just uplifted but also had influence in decision making processes.

The RHACs are tasked with addressing the disparate impacts of upstream or downstream social and economic factors on health in their regions. Council members come together to identify levers with the potential to improve health and/or close gaps within their region. Levers/activities can include data collection, community health worker programs, listening sessions, translation and interpretation, health literacy, and more. Once identified activities and action steps are developed by the council, an impact statement must be made to detail the connection.

The expected impact of the councils in communities of Michigan includes:

1. Fulfilling MDHHS's desire to establish a bilateral advisory infrastructure between MDHHS and the community across the 5 regions of Michigan.
2. Prioritize decision-making power within communities and in the hands of those with the lived experience to shift the imbalance of power in addressing direct needs of high-risk populations with limited access, including lesser represented populations, rural communities, and racial/ethnic communities.

Grantees will engage their council in these project goals:

1. Planned reduction of community identify priority risk factors.
2. Development and implementation of practices and policies to promote fair opportunities to reduce health differences in outcomes between different communities.
3. Fair distribution and efficient use of resources to support affected communities including organizations, community leaders, both existing and emerging.
4. Establish pathways for bidirectional communication and relationship building between traditional and non-traditional partners such as but not limited to healthcare, grassroots organizations, business, education, transportation, etc.

Additional Reporting Requirements

- Workplan – submitted according to due dates set by MI-TEACH
- Quarterly Reports – submitted no later than thirty (30) days after the close of the quarter.

Any additional requirements (if applicable)

- Submit a quarterly report on progress related to the objectives and measures in the workplan. Any necessary revisions can be made to the workplan at this time.
- Attend quarterly collaborative meetings.
- Submit success stories upon request.
- Ensure all communication materials that are developed and distributed by the grantee using the MDHHS funds acknowledge the funding source.

PROJECT: Regional Perinatal Care System

Project Synopsis

The aim of the Regional Perinatal Quality Collaboratives (RQPCs) is to develop data-informed innovative strategies and efforts that are tailored to the strengths and challenges of each region to improve maternal, infant, and family outcomes; especially looking at preterm birth, very low birth weight infants, low birth weight infants, and maternal health. Furthermore, RPQCs ensure statewide alignment with the strategies and goals outlined in Michigan's *Advancing Healthy Births: An Equity Plan for Michigan Families and Communities* and are tasked with addressing disparities in birth outcomes and health inequities. Each RPQC engages cross-sector, diverse partners and implements evidence-based, or promising practice, interventions utilizing quality improvement methodology.

Additional Reporting Requirements

The Grantee shall submit the following reports on a quarterly basis:

- Report on Aim statement, measures, and corresponding outcomes, as identified by the grantee and MDHHS, through submission of quarterly progress reports.

- RPQCs will submit quarterly narrative reports summarizing member agency efforts, new partnerships, community achievements, member participation in and status of other MDHHS initiatives, as well as the composition and number of attendees at each Collaborative meeting. This report will be submitted with the quarterly progress report to the Perinatal Quality Collaborative Nurse Coordinator, Emily Goerge, via email at: GoergeE@michigan.gov. A template for the narrative report will be provided.

- RPQCs are expected to comply with any other reporting requirements that may arise during the fiscal year, as identified, and communicated by the Contract Manager to RPQC leadership.

- When an RPQC has multiple funding sources in the contract budget, the fiduciary must submit a breakdown of expenditures by funding source to the contract manager with each FSR.

- RPQCs will be required to report on the number of participants with 'active membership' in their quarterly progress reports. See definitions below for what qualifies as 'active membership'.

- Additional funding sources may be acquired to support specific efforts and activities of the RPQC. RPQCs are encouraged to report on the efforts and activities of these outside funding sources in their quarterly narrative reports.

- Grantees will be required to submit quarterly progress reports by the 15th day of the month following the end of the quarter, with the fourth quarter report due no later

than October 15, 2026.

Any such other information as specified above shall be developed and submitted by the Grantee as required by the Contract Manager.

Any additional requirements (if applicable)

- In alignment with the Regional Perinatal Quality Collaborative's (RPQC) role of authentically engaging families and convening diverse partners, the Collaborative must be comprised of a multi-stakeholder and diverse membership; ensuring to recruit families, faith-based organizations, clinicians, Medicaid Health Plans, community-based organizations, business partners, and etcetera.

- MDHHS stresses the importance of garnering the input and feedback of families most impacted by adverse birth outcomes. RPQC membership **must** include family representation.

    - Family engagement is essential to the success of the RPQCs and can be fostered via various avenues, for example: family groups through Great Start Collaborative and Children Special Health Care Services, community centers, local churches, focus groups, parent panel and etcetera

- RPQCs are expected to convene periodic (with frequency of at least quarterly) collaborative meetings, inclusive of diverse regional partners, to garner feedback and discussion, including but not limited to, regional maternal and infant vitality concerns, review of data, analysis of gaps in care and birth outcomes, quality improvement efforts, alignment with Michigan's *Advancing Healthy Births: An Equity Plan for Michigan Families and Communities*.

***The collaborative meetings are to be in addition to any leadership or steering team meetings that the RPQC may choose to convene as oversight for the RPQC.**

Definitions

Active membership is defined as attending a minimum of two (2) Collaborative meetings, participating in RPQC quality improvement efforts, reporting out on their respective agency's efforts related to maternal and infant mortality, and etcetera.

Family active membership is defined as a family presence at a minimum of two (2) Collaborative meetings, garnering family input at least twice per fiscal year, and/or participation in the planning or implementation of quality improvement efforts.

- Family and community presence should comprise 10% of the RPQC's active membership.

Membership includes, but is not limited to:

- Families
- Clinicians
- Community-based organizations
- Local public health
- Medicaid health plans
- Faith-based organizations
- Business partners
- Others

To promote regional and state alignment, RPQCs will need to infuse maternal and infant Statewide initiatives into their Collaborative (example: Michigan Maternal Mortality Surveillance (MMMS), Fetal Infant Mortality Review (FIMR), Michigan Alliance for Innovation on Maternal Health (MI AIM), Michigan Fatality Review and Prevention (MFRP), and etcetera.)

- Each Collaborative will dedicate time during meetings for members to share updates, as well as time for reporting out on participation in other Statewide initiatives.

- RPQCs will specifically be required to:

    1. Include updates on region-specific MI AIM efforts and best practices at a minimum of two (2) collaborative meetings. Updates should be given by MI-AIM birthing hospital leads and MI AIM regional representatives.

    2. Encourage birthing hospital and other clinical provider engagement and participation in the RPQC, such as at Collaborative meetings, with quality improvement efforts, on leadership team, etcetera to build stronger community-clinical linkages and networks

    3. Know the current MI-AIM designation status of the birthing hospitals in their respective region.

- The names and titles of the RPQC leadership, and the Quality Improvement project team leads must be identified on the work plans submitted to the Perinatal Quality Collaborative Nurse Coordinator via email, GoergeE@michigan.gov

- Selected quality improvement objective(s), corresponding evidence-based or promising practices intervention(s), and all efforts put forth, must align with Michigan's *Advancing Healthy Births: An Equity Plan for Michigan Families and Communities*.

All quality improvement efforts must:

- Be data informed.

- Utilize quality improvement methodology.
- Address disparate outcomes.
- Utilize evidence-based and/or promising practices interventions that address improving outcomes for mothers, infants, and families.

- RPQCs must also actively address health inequities, social determinants of health, and disparate outcomes throughout all efforts and as inclusive of their dedication to improving birth outcomes.

- It is expected that RPQCs align with regional efforts to incorporate project focus as directed by MDHHS.

- All appropriated funding must support efforts specifically impacting individuals in the perinatal period, postpartum up to one year and/or infants up to one year of age.

- Funding cannot be used to support efforts that are duplicative of existing state resources or efforts

- As the RPQCs are a conduit to the community, the region must provide representation at MDHHS Division of Maternal and Infant Health hosted meetings, as requested, such as the Mother Infant Health and Equity Collaborative (MIHEC) meeting and the State Perinatal Quality Collaborative meetings (i.e., RPQC Leadership meetings)

    1. At least two members of the RPQC leadership team are required to attend the quarterly State Perinatal Quality Collaborative meetings (i.e., RPQC Leadership Meeting).

    2. Each region will be required to report on their efforts, challenges, successes and etcetera at one of the quarterly MIHEC meetings.

    3. RPQCs will host regional Town Hall meetings in collaboration with MDHHS, as requested.

Budget Allowances

To ensure most of the awarded funding is funneled into the community for quality improvement efforts:

- Total staffing budgets, inclusive of fringe benefits, will be capped based on the RPQC's ongoing funding amount.
    - **Under $300,000** must cap staffing budgets at **65%** of ongoing funding allocation.
    - Between **$300,000 - $400,000** must cap staffing budgets at **50%** of ongoing funding allocation.

    - Between **$400,000 - $700,000** must cap staffing budgets at **40%** of ongoing funding allocation.
    - **Above $700,000** must cap staffing budgets at **25%** of ongoing funding allocation.

- 'Staffing budget' is defined as those individuals hired to carry out the leadership, project coordination, and quality improvement tasks of the RPQC.

    - External consultants hired to provide support/lead work groups (including those formed as the result of assessments, strategic planning and the like), and those who were previously referred to as 'subject matter experts', will also be included in the staffing budget umbrella.
    - Individuals or companies hired to provide a specific service, or create a specific product, are not included under the staffing budget. Examples of these exceptions include:

        - Marketing agencies contracted to design RPQC logos, assist with social media and website design, newsletters, etc.
        - Agencies contracted to create videos as part of a specific effort of the RPQC and/or its workgroups.
        - Stipends to local health departments and/or birthing hospitals to encourage participation in the RPQC.
        - Parent/community member stipends for participation in the RPQC, its workgroups and related efforts.
        - Agencies or individuals contracted to provide a specific training or series of trainings.
        - Staff hired to provide strategic planning, birth equity assessments, etc.

            - Implementation or ongoing workgroup activities resulting from strategic planning or assessment activities will fall under the staffing budget.

- RPQCs are required to participate in activities supportive of, and related to, efforts outlined in the Centers for Disease Control and Prevention (CDC) Perinatal Quality Collaborative (PQC) grant, as requested.

- When an RPQC has multiple funding sources in the contract budget, the fiduciary must submit a breakdown of expenditures by funding source to the contract manager with each FSR.

- Grantees are prohibited from awarding funds provided under this agreement to any subrecipient organization where any staff member of the Grantee, their immediate family members, or other members of their household has a financial or personal interest. Failure to adhere to this provision may result in the suspension or termination of funding. Consult the information contained in your contract language regarding *Conflicts of Interest* and *Code of Conduct Standards*.

PROJECT: SDOH Hub Pilot

Project Synopsis

SDOH Hubs are a network of community partners and collaboratives that work together to understand and address the social, economic, and environmental factors influencing health and well-being. Local SDOH Hub partners work collectively to enhance social and health care service delivery, tailored to the specific needs of their community. The local health departments will serve as lead organizations for SDOH Hubs, responsible for administering funds, communicating with partners, and ensuring that community members guide the work of the hub.

Additional Reporting Requirements

Grantees are required to submit a quarterly status report with information on the following areas:

1. **Supplemental Programs/Projects**
    a. Share updates on activities and initiatives tied to supplemental programs or projects.
    b. Highlight notable successes and any challenges encountered.
2. **SDOH Hub Infrastructure**
    a. Report on developments related to governance and other foundational elements of the Hub's operations.
3. **Additional Activities within Work Plan**
    a. Describe any additional activities undertaken within those outlined in the work plan.
4. **Technical Assistance Needs**
    a. Outline any support or resources required to overcome challenges, enhance the Hub's impact, or address emerging needs.
5. **Progress Toward Intended Outcomes/Impact**
    a. Reflect on progress toward achieving the intended outcomes and impacts of programs and projects.

Surveys will be completed through Qualtrics and must be submitted by 15th of the month following the respective reporting period (e.g. due date of April 15 for the quarter spanning January -March).

- January 15, 2026 (reporting period of October-December)
- April 15, 2026 (reporting period of January-March)
- July 15, 2026 (reporting period of April-June)
- October 15, 2026 (reporting period of July-September)

Any additional requirements (if applicable)

Grantee participation in quarterly Learning Community meetings and quarterly Regional Partner meetings to share updates, best practices, and barriers will be required.

PROJECT: SEAL! Michigan Dental Sealant

Project Synopsis

SEAL! MI is the School Based Dental Sealant Program, providing oral health prevention to students in Michigan schools.

Additional Reporting Requirements

- Program shall submit program quarterly progress reports on tracking form provided by the School Oral Health Consultant.
    - The above report shall be submitted via email directly to the School Oral Health Consultant no later than 15 days following the end of each quarter:
        Andre Whittaker, RDH, BS, MPA
        School Oral Health Consultant
        whittakera@michigan.gov

- Program shall input student data information quarterly into the data capturing platform – Qualtrics.
    - The above information shall be completed no later than 15 days following the end of each quarter.

- The School Oral Health Consultant shall evaluate reports and student data submitted for completeness and adequacy.

Any additional requirements (if applicable)

- At least one person from program must attend the SEAL! MI Annual Workshop, in person, all day.

- All monies collected from insurance billing from dental sealants must be allocated back into the SEAL! MI program (equipment, staff, supplies, travel, incentives etc.).

- There must be **ONE EXTRA** complete treatment set up available for program use in the event of portable equipment or dental mobile unit failure (including: portable dental unit, curing light, Isolite other isolation system, patient chair, operator light and operator chair).

- Patient privacy screens must be available for use

Infection Prevention and Control

- Infection control policies must be followed in all SEAL! Michigan events.
    - This includes:

        - Weekly sterilization spore testing - If your program is not operational, note the reason for the missed testing.
        - Quarterly dental unit waterline testing
            - Maintain dental unit waterline testing log
        - Yearly dental unit waterline shocking
            - Maintain dent unit waterline shocking log

- One program representative must complete CDC's Foundations: Building the Safest Dental Visit Training and provide certificate of completion confirmation by July 31, 2026 to School Oral Health Consultant..

Performance

- The LHD shall attend scheduled meetings, calls, site visits, etc. as requested by MDHHS School Oral Health Consultant.

- The LHD shall permit School Oral Health Consultant or its designee to visit and make an evaluation of the program performance.

PROJECT: Statewide Lead Case Management

Project Synopsis

All local health departments in Michigan are eligible to participate in this program to receive reimbursement for nursing case management services to children not enrolled in Medicaid (nursing case management services to children enrolled in Medicaid is reimbursed through the CSHCS Medicaid Elevated Blood Lead Case Management Project), as well as reimbursement for community health workers (CHWs) to complete case management activities for all children regardless of insurance status. NCM visits will be reimbursed at a rate of $221.74 and community health worker visits at a rate of $110. This funding is to support local health departments in providing case management services to all children with elevated blood lead levels in Michigan. All services should be provided according to CLPPP guidance documents for case management for nurses and community health workers.

Additional Reporting Requirements

Quarterly FSR and FSR Supplemental Attachment

Submit request for reimbursement through EGrAMS based on the “fixed unit rate” method. The fixed rate for nursing case management services is $221.74 per home visit, for up to 6 home visits. The fixed rate for community health worker services is $110 per home visit, for up to 2 home visits. Additionally, a FSR supplemental attachment form is required to be uploaded in EGrAMS that specifies the number of children and home visits for which reimbursement is being requested on. The FSR and the FSR supplemental attachment form must be submitted no later than thirty (30) days after the close of the quarter.

Quarterly Case Management Logs

A complete spreadsheet of CM activities is due quarterly, submitted electronically through the CLPPP’s secure DCH-File Transfer Site available through MiLogin, using a template provided by CLPPP. The quarterly spreadsheet must be submitted no later than thirty (30) days after the close of the quarter.

Reporting Time Period	Due Dates for Quarterly Spreadsheet, FSR, and Supplemental Form
October 1 – December 31	January 30
January 1 – March 31	April 30
April 1 – June 30	July 30
July 1 – September 30	October 30

Any additional requirements (if applicable)

Continuation of this project is contingent upon funding availability.

The local health department shall:

- Have CM conducted by a registered nurse trained by MDHHS CLPPP. To be reimbursed for a nursing case management home visit, the visit must be completed by a registered nurse. To be reimbursed for a community health worker home visit, the visit must be completed by a certified community health worker.
- Sign up for the DCH-File Transfer Site available through MiLogin. This site will be used for data sharing of confidential information.
- Have signed care coordination agreements with all Medicaid Health Plans in their jurisdiction. Use template developed and agreed upon by MDHHS Medicaid and CLPPP.
- Document all required case management activities in the child's electronic file in the MICLEAR NCM database, as outlined in the Nursing Case Management Documentation Standards Procedure document.
- Complete case management activities according to the MDHHS CLPPP Nursing Case Management Guide for Children with Elevated Blood Lead Levels. If your local policies and procedures vary from MDHHS CLPPP Guide and/or procedures, please submit in writing to MDHHS CLPPP.

PROJECT: STI Prepaid Testing

Project Synopsis

The STI Prepaid Testing project will provide funding back to a regional lab system partner that has performed testing of risk category patients that meet state STD Program Office criteria to utilize a pre-paid test form. The test performed will be reimbursed at the current national CPT code approved rate or in special approval situations (i.e. Children's Village) at a rate of $14.19. Since this is a pay-back of testing performed, sites may utilize the returned funds in whatever manner they deem necessary.

Additional Reporting Requirements

October-December: numbers due by January 15
January-March: numbers due by April 15
April-June: numbers due by July 15
July-September: numbers due by October 15

Reports should be sent by email to:

Dr. Marty Soehnlen (soehnlenm@michigan.gov)
Gwen Murphy (murphyg1@michigan.gov)
Heather Blankenship (blankenshiph@michigan.gov)

Record Maintenance/Retention

Maintain adequate program and fiscal records and files, including source documentation, to support program activities and all expenditures made under the terms of this Agreement, as required. The Grantee must assure that all terms of the Agreement will be appropriately adhered to and that records and detailed documentation for the grant project or grant program identified in this Agreement will be maintained for a period of not less than seven years from the date of termination, the date of submission of the final expenditure report, or until litigation and audit findings have been resolved. This section applies to Grantee, any parent, affiliate, or subsidiary organization of the Grantee and any subcontractor that performs activities in connection with this Agreement.

PROJECT: Substance Use Home Visiting Program

Project Synopsis

The focus of the Substance Use Home Visiting Program is to increase support for families who have been impacted by substance use and/or families who are eligible for FFPSA through the expansion of home visiting services and Peer Navigator services that connect families to resources.

Additional Reporting Requirements
(Only applies to grantees implementing a Home Visiting Model)

The Local Implementing Agency (LIA) shall submit all required reports in accordance with the Department reporting requirements. See the Michigan Department of Health and Human Services' (MDHHS) Home Visiting Section Guidance Manual for details about what must be included in each report.

a. Staffing Changes: Within 10 days of a staffing change, notify the Model Consultant via e-mail and incorporate the change(s) into the budget and facesheet during the next amendment cycle as appropriate. The facesheet identifies the agency contacts and their assigned permissions related to the tasks they can perform in E-GrAMS. The assigned Project Director in E-GrAMS can make the facesheet changes once the agreement is available to be amended.
b. In addition to other data required by MDHHS, LIAs are required to record and submit ongoing funding tracking data used for federal billing and reporting through REDCap and/or their model data system by Thursday each week. This data includes:

    - Family Model ID#
    - Funding Source
    - How substance use was identified if the family has substance use impact
    - Family demographic information (including MiSACWIS IDs) if the family is FFPSA eligible

c. Work Plan: Due annually on May 30 to the HVS Model Consultant for preapproval then uploaded to Groupsite. See the MDHHS Home Visiting Section Guidance Manual for requirements related to Work Plan development and reporting.

d. Work Plan Reports: Must be uploaded to Groupsite within 30 days of the end of each quarter (January 30, April 30, July 30 and October 30).

e. HVS data/caseload collection and HMHB requirements due in REDCap by the 5th business day of each month. In addition, grantees must use the appropriate model database. PAT programs must use Visit Tracker, HFA programs must use Home Visiting On-Line (HVOL), and NFP programs must use FLO for all model and other MDHHS required data.

f. Quality Improvement Reporting:
    - Documentation of a QI team will be submitted with the quarterly Work Plan Report.
    - Documentation of QI activities will be submitted with the quarterly Work Plan Report.
    - Annual summary of QI activities will be submitted to the Model Consultant by April 30 using the HVS required QI Summary Template (QI Annual Summary Report Template).

g. HV CoIIN Reporting (for those LIAs participating) for QI efforts shall occur in accordance with the CoIIN's schedule. Participating LIAs are required to use the HV CoIIN site to complete monthly submissions of PDSA cycles and required data (the frequency of data collection may vary).

Reports (a-g) shall be submitted as described above. Additional guidance concerning data collection and Quality Improvement is provided in the MDHHS Home Visiting Section Guidance Manual.

Grantee Specific Requirements for Home Visiting Model Implementation

Home visitors funded through Thriving Futures will serve families referred from local Child Welfare agencies or those who are impacted by substance use, in proportion to their Thriving Futures FTE.

HFA: 13 FFPSA families per 1.0 FTE (or maximum case weight of 30)
NFP: 20 FFPSA families per 1.0 FTE
PAT: 12-16 (monitoring for 14) families per 1.0 FTE

Branding
The Healthy Moms Healthy Babies Substance Use Programs are known within funded programs and communities as Thriving Futures.

MOU
LIAs are required to work with MDHHS to complete a Memorandum of Understanding with MDHHS to establish expectations for the relationship that is being built between child welfare and the home visiting program. Healthy Families America (HFA) LIAs will need to submit the HFA's Child Welfare Protocol application to HFA National. They will also need to work with their assigned Child Welfare Service Analyst to obtain the signature of their local DHHS office on a letter of support. Both need to be completed before an HFA LIA can enroll any families under FFPSA or the Child Welfare Protocol.

Maintain Fidelity to the Model
The LIA shall adhere to the Home Visiting model Best Practice Standards or Model Elements. In addition, all Healthy Families America and Parents as Teachers affiliates shall comply with the requirements of the Central Administration for HFA/PAT State Office housed within the Michigan Public Health Institute.

Comply with MDHHS Program Requirements
The LIA shall operate the program with fidelity to the requirements of MDHHS based on the agreement executed in E-GrAMS and the conditions as outlined in the MDHHS Home Visiting Section Guidance Manual. The LIA will fulfill these requirements while strengthening efforts towards health and racial equity through staff education, programmatic data evaluation and client supportive services.

P.A. 291
The LIA shall comply with the provisions of Public Act 291 of 2012. See the MDHHS Home Visiting Unit Guidance Manual for requirements related to PA 291.

Staffing
LIAs will reflect the community served. The LIA will provide documentation to demonstrate due diligence if unable to fully meet this requirement within 90 days of a MDHHS site visit in which this was a finding. See the MDHHS Home Visiting Section Guidance Manual for requirements related to program staffing.

Performance Measures
The LIA shall comply with MDHHS expectations of demonstrating improvement in the performance measures described in the MDHHS Home Visiting Section Guidance Manual.

Program Monitoring, Quality Assessment, Support and Technical Assistance (TA)
The LIA shall fully participate with the NFP NSO, the Department and the Michigan Public Health Institute (MPHI) with regards to program development and monitoring (including annual site visits either in-person or virtual), training, support and technical assistance services. See the MDHHS Home Visiting Section Guidance Manual for requirements related to program monitoring, quality assessment, support and TA.

Professional Development and Training
All of the LIA's NFP staff associated with this funding will participate in professional development and training activities as required by the NFP, NSO and the Department. See the MDHHS Home Visiting Section Guidance Manual for requirements related to professional development and training activities.

Supervision
The LIA shall adhere to the HV Model supervision requirements.

- **HFA**: Weekly 1.5 - 2 hours of individual supervision per 1.0 FTE and pro-rated as allowed by the Best Practice Standards.

- **NFP**: LIA shall adhere to the NFP supervision requirements.

- PAT: Minimum of two hours per month of individual reflective supervision per 1.0 FTE as well as a minimum of two hours per month of group supervision.

Written policies and procedures shall specify how reflective supervision is included in, or added to, that time to ensure provision for each home visitor at a minimum of one hour per month.

Engage and Coordinate with Community Members, Partners and Parents

The LIA shall build upon and maintain diverse community collaboration and support with authentic engagement of parent representatives who have the lived experience and expertise.

The LIA shall build a relationship with their local DHHS office. LIAs are expected to inform the DHHS worker for their assigned Title IV-E eligible families of the enrollment date, referral status within two weeks of referral, if a home visitor has not been able to connect with a family in two weeks, and closure date. LIA will coordinate with DHHS when approaching annual review for any enrolled Title IV-E eligible families.

The LIA shall build relationships with local community providers who serve families impacted by substance use.

The LIA shall participate in the Local Leadership Group (LLG) or, if none, the Great Start Collaborative.

The LIA shall participate in the Regional Perinatal Quality Collaborative.

See the MDHHS Home Visiting Section Guidance Manual for requirements related to engagement with community partners.

Data Collection

The LIA shall comply with all model and MDHHS HVS data training, collection, entry, and submission requirements. See the MDHHS Home Visiting Section Guidance Manual for requirements related to data collection.

Quality Improvement (QI)

The LIA shall participate in all HV Model quality initiatives including research, evaluation, and continuous quality improvement.

The LIA shall participate in all state and local Home Visiting QI activities as required by MDHHS. Required activities include, but are not limited to:

a. Developing and maintaining a QI team
b. Participating in QI activities during the fiscal year
c. Consulting with QI coaches

See the MDHHS Home Visiting Section Guidance Manual for requirements related to QI.

Promotional Materials
If the LIA wishes to produce any marketing, advertising or educational materials using grant agreement funds, they must follow the requirements outlined in the MDHHS Home Visiting Section Guidance Manual.

Peer Navigator Program
(Only applies to grantees implementing the Peer Navigator Program)

Comply with MDHHS Peer Navigator Program Requirements
The LIA shall operate the program with fidelity to the requirements of the Michigan Department of Health and Human Services (MDHHS) based on the agreement executed in E-GrAMS and the conditions as outlined in the MDHHS Peer Navigator Program Implementation Guide. The LIA will fulfill these requirements while strengthening efforts towards health and racial equity through staff education, programmatic data evaluation and client supportive services.

Data-Informed Outreach
Michigan is using the Peer Navigator Program as a specialized service strategy for pregnant and postpartum people impacted by substance use. The LIA will conduct outreach activities to the families impacted by substance use identified to enroll families from those outreach efforts.

- The MDHHS expects the LIA to maintain a caseload **maximum** of 30 families per 1.0 FTE Peer Navigator

Program Monitoring, Quality Assessment, Support and Technical Assistance (TA)
The LIA shall fully participate with the Department and with regards to program development and monitoring, training, support, and technical assistance services.

Professional Development and Training
Peer Navigator Program staff associated with this funding will participate in professional development and training activities as required by MDHHS and those necessary to continue their Peer Recovery Coach and Community Health Worker certifications. See the Peer Navigator Program Implementation Guide for requirements related to professional development and training activities.

Peer Mentoring Consultation
The LIA shall adhere to engaging in Group Peer Mentoring Consultation at least monthly. Individual mentoring sessions are available as needed to the LIA.

Engage and Coordinate with Community Members, Partners and Parents
The LIA shall engage community members to build relationships, coordinate care, and increase awareness of the Peer Navigator Pilot Program services in their community.

Data Collection

The LIA shall comply with all MDHHS data training, collection, entry and submission requirements including REDCaP Data Entry completed by the 5th business day of each month. This data includes:

- Referrals
- Enrollments
- Exits
- Every Family Contact
- Plan of Safe Care Completion
- Community Service referrals
- Referral Follow-Up
- Engagement in Home Visiting
- Child Welfare Involvement
- BARC-10 assessment
- Substance Use History Form
- Hospital discharge status of the infant

Work Plan Requirements

Annually, by May 30, the grantee must submit a Work Plan for the next fiscal year to the MDHHS Home Visiting Section Substance Use Coordinator for preapproval. The approved Work Plan must be submitted via E-GrAMS at the time of application.

PROJECT: Tobacco Control Grant Program

Project Synopsis

The focus of the program is for health departments to educate communities about evidence-based tobacco policies to decrease youth initiation and increase tobacco dependence treatment, commercial tobacco-free spaces, and health equity by working with populations who are the most negatively affected by tobacco use disparities.

Additional Reporting Requirements

The Grantee shall submit the following reports on the following dates:

1. Evaluation data tracking tool bi-annually on April 30 and October 30 (format to be provided by MDHHS TCP).

2. Quarterly progress reports are due January 15, April 15, July 15, and October 15

3. Quarterly financial status reports (FSR's) are due January 30, April 30, July 30, and November 30. These are submitted to the TCP Contract Manager via URL http://egrams-mi.com/mdhhs/.

Any additional requirements (if applicable)

- Grantee will create action plans for any recommendation of the MDHHS TCP Contract Manager. Grantee will meet every other month or more frequently, as needed, with the MDHHS TCP Contract Manager.

- Grantee will communicate every other month or more frequently, as needed, with their consultant about budget projections.

Media & Communications Approval

All media and communications products developed, including but not limited to, brochures, advertisements, and other promotional or education materials, must receive final written approval from your designated Public Health Consultant prior to its publication or distribution. Your consultant reserves the right to request revisions to ensure alignment with grant requirements, media or public health best practices, and/or program objectives.

To support the timely development of media materials, technical assistance is available, and contractors are encouraged to consult with the Tobacco Control Program's Communications Specialist at the beginning of any media project. Early collaboration can help ensure compliance and prevent delays.

Media Guidelines Include

Readability

- Use sans-serif fonts for readability.
- Use accessible and appropriate font sizes (font sizes will vary based on media vehicle).

- Limit the use of decorative fonts, reserving for accents only in some cases.
- Use high contrast color combinations (dark text on light background or light text with dark background).
- Ensure compliance with ADA accessibility standards.
- Limit color palette to 3-5 colors.

Messaging

- Tailor message to the media format (e.g., short message for billboard, detailed information for brochure).
- Avoid jargon or technical language (based on your target audience)
- Use clear, concise, and action-oriented language.
- Use culturally tailored language and images (e.g. include explanation of traditional vs commercial tobacco).

Ethically sourced images and data

- Follow all copyright laws when securing images for materials.
- Include citations, acknowledgements, and disclaimers when appropriate.
- Receive permission to use logos owned by other organizations and follow any brand guidelines as required by said organization.

PROJECTS:
Treatment without Borders - DIS Intervention Workforce
Disease Intervention Specialist (DIS) Workforce

Project Synopsis:

Treatment without Borders - DIS Intervention Workforce: To address the increased number of congenital syphilis cases in Michigan, MDHHS/BHSP and the Detroit Health Department (DHD) will implement a protocol to pair a Pediatric Disease Intervention Specialist (DIS) with a DHD nurse to provide syphilis treatment in the home of pregnant persons diagnosed with syphilis, and their partners.

Disease Intervention Specialist (DIS) Workforce: This project is to build and enhance a Disease Intervention Specialist workforce that responds to COVID, STI's and other emerging threats.

Reporting Requirements

Report	Period	Due Date(s)	How to Submit Report
Treatment without Borders - DIS Intervention Workforce			
Quarterly Progress Data Report	Quarterly	30 days after the end of the quarter	Email MDHHS contract liaison
Disease Intervention Specialist (DIS) Workforce			
STI 340B Utilization/Inventory Report	Quarterly	Within 10 days after the end of the quarter	Log into SGRX340BFlex.com website, generate a quarterly report on the reporting tab, and it will be transferred automatically to ScriptGuide/BHSP
Quarterly Progress Data Report	Quarterly	30 days after the end of the quarter	Email MDHHS contract liaison & MDHHS-HIVSTIOperations@michigan.gov

GRANTEE SPECIFIC REQUIREMENTS

Utilizing the identified project sites:

1. Test at least 100 adolescents and young adults per month, using NAAT tests for gonorrhea and chlamydia.
2. Collect race, gender, age, test result, and treatment date for all tests.
3. Refer clients for further health evaluation if indicated.
4. Provide client centered risk reduction plan, promoting abstinence.
5. Treat all positives on site if possible.

6. Contact positive clients that are released prior to treatment with treatment options in community.
7. Promote self-notification of partners.
8. Develop one annual slide set highlighting year end data by demographic variable including trend data.
9. Continue to promote awareness of prevalence of STIs within adolescent and young adult populations.

Grant Program Operation

1. Maintain core STI clinical service, including prioritizing the testing, treatment of individuals referred by MDHHS DIS; this includes people reported with a positive lab result and those identified as contacts to incident cases of syphilis, gonorrhea, and HIV.
2. Participate in technical assistance/capacity development, quality assurance, and program evaluation activities as directed by Bureau of HIV and STI Programs/Sexually Transmitted Infections (BHSP/STI).
3. Implement program standards and practices to ensure the delivery of culturally, linguistically, and developmentally appropriate services. Standards and practices must address sexual minorities.
4. For gonorrhea and chlamydia cases in the Michigan Disease Surveillance System, 50% shall be completed within 30 days and 60% within 60 days from the date of specimen collection.

Mandatory Disclosures

1. Inform BHSP at least two weeks prior to changes in clinic operation (hours, scope of service, etc.).
2. The Grantee will provide immediate notification to BHSP, in writing, including but not limited to the following events:
    i. Any formal grievance initiated by a client and subsequent resolution of that grievance.
    ii. Any event occurring or notice received by the Grantee or subcontractor, that reasonably suggests that the Grantee or subcontractor may be the subject of, or a defendant in, legal action. This includes, but is not limited to, events or notices related to grievances by service recipients or Grantee or subcontractor employees.
    iii. Any staff vacancies funded for this project that exceed 30 days.
3. All notifications should be made to BHSP MDHHS-HIVSTIoperations@michigan.gov and MDHHS-SHOARS-SUPPORT@michigan.gov .

Any additional requirements (if applicable)

1. In partnership with MDHHS, provide technical assistance and capacity building to

ensure the Public Health STD Clinic adheres to MDHHS and CDC screening, diagnostic and treatment recommendations and guidelines.

2. Monitoring and evaluation of targeted screening and referrals provided internally and supported via contractual agreements.
    a. Ensure timely entry of client encounter information into Aphirm
3. Conduct community awareness building activities to increase STI and HIV knowledge, including points of access for service.
4. By September 30, distribute MDHHS determined allocation worth of condoms, lube, dental dams, and display equipment/materials.
5. By September 30, distribute HIV Prevention advertising/marketing materials.

Participate in MDHHS convened meetings regarding chlamydia and gonorrhea screening as requested.

Technical Assistance

1. Technical assistance (TA) requests must be submitted via the MDHHS SHOARS system. In addition, if your contract is to be amended, the request will have to be logged into SHOARS. Registration instructions and further information can be found at: SHOARS support
2. Recipient agency must register an Authorized Official, Financial Officer and Program Manager in the BHSP SHOARS system. These roles must match what the agency has listed for these roles in the EGrAMS system. If you have access related questions, contact MDHHS-SHOARS-SUPPORT@michigan.gov

PROJECT: Tuberculosis Control

Project Synopsis

Each Grantee as a sub-recipient of the CDC Tuberculosis Elimination Cooperative Agreement shall conduct activities for the purposes of tuberculosis control and elimination.

- Funds may be used to support personnel, purchase equipment and supplies, and provide services directly related to core TB control front-line activities, with a priority emphasis on DOT (Directly Observed Therapy) and electronic DOT, case management, completion of treatment and contact investigations.
- Funds may also be used to support incentive or enabler offerings to mitigate barriers for patients to complete treatment.
- Disallowed Costs: Federal (CDC) guidelines prohibit the use of these funds to purchase anti-tuberculosis medications or to pay for inpatient services.
- Examples of appropriate incentive/enabler offerings include retail coupons, public transit tickets, food, non-alcoholic beverages, or other goods/services that may be desirable or critical to a particular patient.

For more information and suggested uses of incentive/enabler options, refer to CDC's Self-Study Module #6: Self-Study Module #6: Self-Study Modules on Tuberculosis Module 6 Managing Tuberculosis Patients and Improving Adherence (cdc.gov).

Additional Reporting Requirements

DOT Logs are maintained on site and available if needed. All other data must be entered into MDSS as stipulated in contract specific requirements.
Ensure that confidential public health data is maintained and transmitted to the Department in compliance with applicable standards defined in the "CDC Data Security and Confidentiality Guidelines for HIV, Viral Hepatitis, Sexually Transmitted Diseases, and Tuberculosis Programs"
http://www.cdc.gov/nchhstp/programintegration/docs/PCSIDataSecurityGuidelines.pdf

Any additional requirements (if applicable)

- Utilize DOT as the standard of care to achieve at minimum 80% of TB cases enrolled in DOT or electronic DOT (Jan 1- Dec 31).
- Document in Michigan Disease Surveillance System (MDSS) all changes to treatment regimen using the Report of Verified Case of Tuberculosis (RVCT) comments field (pg. 12), and completion of therapy using RVCT Follow-Up 2 (pg. 7).
- Maintain evidence of monthly DOT logs on site (to be made available if needed). Monthly submission of DOT logs is not required.
- Achieve at least 94% completion of treatment within 12 months for eligible TB cases. The determination of treatment completion is based on the total number of

doses taken, not solely on the duration of therapy. Consult the most current ATS document *Treatment of Tuberculosis* for guidance in the number of doses needed and the length of treatment required following any interruptions in therapy.

- Maintain appropriate documentation on site (to be made available if needed). Document the appropriate use of expenditures for incentive and enablers for clients to best meet their needs to complete appropriate therapy.
- Ensure >90% completion of RVCT pages 1 - 6 in MDSS within one month of diagnosis.

Unallowable Costs per federal guidelines

- Funds cannot be used for procurement of anti-tuberculosis medications.
- Funds cannot be used for research.
- Funds cannot be used for inpatient services.

PROJECT: Vector-Borne Disease Surveillance

Project Synopsis

This agreement is intended to support the development of vector-borne disease surveillance and control capacity at the local health department level. Funds may be used to support a low-cost, community-level surveillance system for 1) the early detection of arbovirus threats by identifying potential invasive mosquito vectors or local virus transmission in mosquitoes and 2) populations of ticks including *Ixodes scapularis*, *Amblyomma americanum*, and *Haemaphysalis longicornis*. This information can be utilized by participating local health departments to notify its citizens of any local transmission risk using education campaigns and to potentially work with local municipalities to conduct vector control activities such as drain management, scrap-tire campaigns, breeding site removal, landscape modifications, or pesticide application. Requirements for participation in this program include providing for the placement of a minimum number of mosquito traps, operating for at least five "trap-nights" per week, conducting a minimum number of targeted tick "drags," and identifying ticks and mosquitoes. Bi-weekly (once every two weeks) reporting to MDHHS of grant activities is also required. MDHHS EZID should be notified immediately if an invasive mosquito or tick species is identified.

Additional Reporting Requirements

The subrecipient shall submit bi-weekly (once every two weeks) tables of surveillance data (template provided) documenting trap rates and disease detections to Emily Dinh (dinhe@michigan.gov) and Rachel Burkholder (burkholderr@michigan.gov) at the MDHHS EZID Section.

- A final report on all activities completed is due at the end of the fiscal year, by October 15

Any additional requirements (if applicable)

- Mosquito and/or Tick Surveillance
    - Mosquitos – target vector species may be submitted to MDHHS BOL for pathogen testing.
    - Ticks –
        - *Ixodes scapularis* (blacklegged) nymph and adult ticks must be submitted to MDHHS EZID staff at the end of the project period
        - Detections of *Amblyomma americanum* (lone star) and *Haemaphysalis longicornis* (Asian longhorned) ticks must be promptly reported to MDHHS EZID staff
- Minimum recommended mosquito and tick surveillance effort according to the point formula in Table 1 (below) over a period of 14 weeks.
- Provide bi-weekly (once every two weeks) reporting of surveillance results to MDHHS EZID Section (see contact information above).

- Use surveillance data to notify the public of risks related to vector borne disease in mosquitoes or ticks in the jurisdiction.

- The total funds allocated for this project to participating local health departments must be utilized prior to September 30.

- Each local health department as a sub-recipient of the State of Michigan Emerging Public Health Funds shall conduct activities for the purposes of mosquito and tick surveillance in their jurisdiction. For mosquito surveillance, funds may be used to support personnel, to purchase equipment and supplies related to conducting mosquito surveillance in areas of historically high incidence of arboviral disease, and to produce and distribute educational and other materials related to mosquito-borne disease prevention and control. For tick surveillance, funds may be used to support personnel, to purchase equipment and supplies, and to produce and/or distribute educational and other materials related to tick-borne disease prevention and control.

- Activities can be conducted according to the needs of the local jurisdiction but must conform to the point allocation formula in the table below. For instance, if mosquitoes are more of a concern in the jurisdiction, the funded LHD can focus its efforts on mosquito surveillance, educational activities, etc. If ticks are more of a concern in the jurisdiction, the funded LHD can focus its efforts on tick surveillance, educational activities, etc.

Local Health Department VBDSP Activity Formula

Activity	Required Activity / Weeks	Metric
5 mosquito collection devices* placed for 24-hour period	20/10	Report to MDHHS bi-weekly
2 mosquito collection devices* placed for 24-hour period in August	2/4	Report to MDHHS bi-weekly
1,000 meter tick drag	4 / 2	Report to MDHHS bi-weekly
Educational outreach activity / event		Report to MDHHS bi-weekly
Press release		Report to MDHHS bi-weekly
Coordination of control efforts with local municipalities / other prevention efforts		Report to MDHHS bi-weekly

*Devices can include BG-2 traps, CDC light traps, resting boxes, etc. Intended mosquito trapping plans must be approved by MDHHS EZID staff prior to beginning collections.

PROJECT: West Nile Virus Community Surveillance

Project Synopsis

This agreement is intended to support the development of a low-cost surveillance system for the early detection of West Nile virus in mosquitoes at the community level, for the purpose of educating the public and healthcare providers and preventing outbreaks. This information can be utilized by participating local health departments to notify its citizens and healthcare providers of any local transmission risk using education campaigns, press-releases and other means, and to potentially work with local municipalities to conduct mosquito population mitigation activities such as drain management, scrap-tire campaigns, breeding site removal, larviciding, and adulticiding. Requirements for participation in this program include providing for the placement of a minimum number of mosquito traps, operating for at least two “trap nights” per week, identifying mosquitoes, and bi-weekly (once every two weeks) reporting to MDHHS EZID of surveillance results.

Additional Reporting Requirements

The Grantee shall submit bi-weekly (once every two weeks) tables of surveillance data (template provided) documenting trap rates and disease detections to Emily Dinh (dinhe@michigan.gov), and Rachel Burkholder (burkholderr@michigan.gov) at the MDHHS EZID Section.

- A final report on all activities completed is due at the end of the fiscal year, by October 15.

Any additional requirements (if applicable)

Each Grantee as a sub-recipient of the Centers for Disease Control and Prevention (CDC) Epidemiology and Laboratory Capacity Cooperative Agreement shall conduct activities for the purposes of West Nile virus (WNV) surveillance among mosquito populations in their jurisdiction. Funds may be used to support personnel and travel, to purchase equipment and supplies related to conducting mosquito surveillance in areas of historically high incidence of WNV, and to produce and/or distribute educational and other materials related to West Nile virus prevention and control.

Mosquito Surveillance:

- Minimum recommended mosquito traps for this project is 5 traps utilized per county, operating 2 nights per week for a total of 10 “trap nights” per week for approximately 16 weeks.
- Submit target vector species to MDHHS BOL for pathogen testing.

- Provide bi-weekly (once every two weeks) reporting of surveillance results to the MDHHS EZID Section (see contact information above).
- Use surveillance data to notify the public and healthcare providers of any risk related to West Nile Virus in mosquitoes in the jurisdiction.
- The total funds allocated for this project to participating local health departments must be utilized prior to September 30.

PROJECT TITLE: Wisewoman

Project Synopsis

WISEWOMAN (Well-Integrated Screening and Evaluation for Women Across the Nation) is a program designed to screen women for chronic disease risk factors, counsel them about lifestyle changes to reduce risk factors, and refer them for medical treatment of hypertension, hyperlipidemia, and/or diabetes mellitus.

Reporting Requirements (if different than agreement language)

- All Grantees implementing WISEWOMAN shall submit Quarterly Progress Reports to the Program Director, Courtney Cole, at ColeC13@michigan.gov.

Period Covered	Report Due
October 1 – December 31	January 31
January 1 – March 31	April 30
April 1 – June 30	July 31
July 1 – September 30	October 31

- Each agency must provide matching funds in the amount of $1 for each $3 of Coordination dollars. A WISEWOMAN *Matching Funds Report* form along with instructions is issued by MDHHS for Local Coordinating Agencies (LCAs) to use for documentation of amounts and types of community match. It is available at www.michigan.gov/wisewoman. The *Matching Funds Report* should be submitted as an attachment via email to Courtney Cole at ColeC13@michigan.gov by November 1.

Any additional requirements (if applicable)

- Under this agreement WISEWOMAN LCAs commit to:
  - Screen 95% of assigned caseload and provide eligible participants assistance to reduce risk of heart disease and stroke according to WISEWOMAN program policies and procedures.
  - Encourage 100% of participants to set a health goal and receive at least one health coaching contact or participate in an evidence-based lifestyle program.

- A statewide database called the Michigan Breast and Cervical Information System (MBCIS) is maintained by MDHHS and the Cancer Prevention and Control Section (CPCS). Instructions for contractor use of MBCIS are provided in manuals for programs that contribute data to this database. The CPCS will exchange relevant program reports with appropriate contractors through encrypted email or a secure file transfer system, as noted in the same program manuals.

- For specific WISEWOMAN Program requirements, refer to the most current WISEWOMAN Program Manual available at www.michigan.gov/wisewoman.

Kent County Health Department Only:

Kent County Health Department (KCHD) will provide a 15% match on the Michigan Department of Health and Human Services (MDHHS) funded amount. These matching funds will be tracked on the KCHD WISEWOMAN Matching Funds Report and due back to MDHHS by November 1. Please see the KCHD WISEWOMAN Matching Funds Report spreadsheet for additional details.

PROJECT: Women Infant Children (WIC)
WIC Breastfeeding
WIC Migrant
WIC Resident

Project Synopsis

Women, Infants, and Children (WIC) is a federally funded Special Supplemental Nutrition Program of the Food and Nutrition Service (FNS) of the United States Department of Agriculture (USDA) and is administered by the Michigan Department of Health and Human Services (MDHHS) to serve low and moderate income pregnant, breastfeeding, and postpartum women, infants, and children up to age five who are found to be at nutritional risk through its statewide local WIC agencies.

WIC is a health and nutrition program that has demonstrated a positive effect on pregnancy outcomes, child growth and development. The program provides a combination of nutrition education, supplemental foods, breastfeeding promotion and support, and referrals to health care. Participants redeem WIC food benefits at approved retail grocery stores and pharmacies. WIC foods are selected to meet nutrient needs such as calcium, iron, folic acid, vitamins A & C.

Additional Reporting Requirements

A Financial Status Report (FSR) must be submitted to MDHHS on a quarterly basis by deadlines as defined by MDHHS Expenditure Operations. Grantees shall (when requested) annually report expenditures on a supplemental form, if needed and required, to be provided by MDHHS and attached to the final Financial Status Report (FSR) which is due on November 30 after the end of the fiscal year in EGrAMS.

As part of the Breastfeeding Peer Counselor (BFPC) Grant the Grantee must submit quarterly progress reports to the State Breastfeeding Peer Counselor Coordinator (or designee) by the 15th of the month following end of quarter.

Any additional requirements (if applicable)

- The Grantee is required to comply with all applicable WIC federal regulations, policy and guidance.
- The Grantee is required to comply with all State WIC Policies.
- The Grantee is required to complete the NE and BF Time Study as instructed by the MDHHS WIC Program.
- Work completed by breastfeeding staff funded under the BFPC grant is not eligible

for inclusion in the time study. Work completed by breastfeeding staff funded under the WIC Resident grant is to be included in the time study.

- The Grantee must follow guidelines provided by USDA FNS for the Breastfeeding Peer Counselor grant, including those for allowable expenses.

  The primary purpose of these funds is to provide breastfeeding support services through peer counseling to WIC participants. The Grantee must follow the staffing requirements specified in both the WIC Breastfeeding Model Components for Peer Counseling and allocation letter for the Breastfeeding Peer Counselor grant. This signed letter needs to be returned annually to the State Breastfeeding Peer Counselor Coordinator.

  Due to the limited nature of the Breastfeeding Peer Counselor Grant funding, total indirect cost shall not exceed 30% of the total grant award (budgeted and/or reported, whichever is less). To maintain consistency across budgets, County-City Central Services reported under a direct expense line item will be included as indirect cost even if captured outside of the indirect line item on the budget. Additional local funds can be supplemented to cover indirect costs exceeding 30%.

- The grantee must comply with the requirements of the WIC program as prescribed in the Code of Federal Regulations (7 CFR, Part 246) including the following special provisions from Part 246.6 (f)(1)(2):

  (f) *Outreach/Certification in Hospitals.* The State agency shall ensure that each local agency operating the program within a hospital and/or that has a cooperative arrangement with a hospital:

  Advises potentially eligible individuals that receive inpatient or outpatient prenatal, maternity, or postpartum services, or that accompany a child under the age of 5 who receives well-child services, of the availability of program services; and

  To the extent feasible, provides an opportunity for individuals who may be eligible to be certified within the hospital for participation in the WIC Program.

- The Grantee, in accordance with the general purposes and objectives of this agreement, will comply with the federal regulations requiring that any individual that embezzles, willfully misapplies, steals or obtains by fraud, any funds, assets or property provided, whether received directly or indirectly from the USDA, that are of a value of $100 or more, shall be subject to a fine of not more than $25,000.

- The Grantee is required to operate the Produce Connection (formerly known as Project FRESH) Program within the guidelines as laid out in the “WIC Produce Connection Local Agency Guidebook.”

- The Grantee is required to abide by the Dissemination License Agreement between

Michigan State University (MSU) and MDHHS for “Mothers in Motion,” and the Dissemination License Agreement between MSU, Ohio State Innovative Foundation and MDHHS for “Communicate to Motivate.” use of these licensed materials in the provision of program related services is subject to the terms and conditions outlined in the licensure agreement, which is included in Addendum 1, as reference.

- The Grantee is required to follow the basic standards for processing and tracking covered complaints of discrimination as indicated in the Memorandum of Understanding between USDA and MDHHS, which is included in Addendum 2, as reference.

- The Grantee is required to provide written assurance that it will operate in compliance with applicable nondiscrimination laws, regulations, instructions, policies, and guidelines. A signed copy of these assurances must also be submitted by the Grantee to **MDHHS-WicFinance@michigan.gov by September 30.**

WIC Resident Services/Migrant/Breastfeeding Training and Education Requirements:

The Grantee is required to comply with MI-WIC Policies 1.07 Local Agency Staffing and Training, and 1.07A Staff Training Plan, requirements for WIC staff training and education.

PROJECT: Youth & Schools Tobacco Project

Project Synopsis

The focus of the program is to expand work with districts and schools for alternatives to suspension policy, treatment resources, staff training. This work includes partnerships with school health clinics and school social workers.

Additional Reporting Requirements

The Grantee shall submit the following reports on the following dates:

1. Evaluation data tracking tool bi-annually on April 30 and October 30 (format to be provided by MDHHS TCP).

2. Quarterly progress reports are due January 15, April 15, July 15, and October 15.

3. Quarterly financial status reports (FSR's) are due January 30, April 30, July 30, and November 30. These are submitted to the Contract Manager via URL http://egrams-mi.com/mdhhs/.

Any additional requirements (if applicable)

- Grantee will create action plans for any recommendation of the MDHHS Contract Manager. Grantee will meet every other month or more frequently, as needed, with the MDHHS Contract Manager.

- Grantee will communicate every other month or more frequently, as needed, with their consultant about budget projections.

Media & Communications Approval

All media and communications products developed, including but not limited to, brochures, advertisements, and other promotional or education materials, must receive final written approval from your designated Public Health Consultant prior to its publication or distribution. Your consultant reserves the right to request revisions to ensure alignment with grant requirements, media or public health best practices, and/or program objectives.
To support the timely development of media materials, technical assistance is available, and contractors are encouraged to consult with the Tobacco Control Program's Communications Specialist at the beginning of any media project. Early collaboration can help ensure compliance and prevent delays.

Media Guidelines Include

Readability
- Use sans-serif fonts for readability.
- Use accessible and appropriate font sizes (font sizes will vary based on media vehicle).

- Limit the use of decorative fonts, reserving for accents only in some cases.
- Use high contrast color combinations (dark text on light background or light text with dark background).
- Ensure compliance with ADA accessibility standards.
- Limit color palette to 3-5 colors.

Messaging

- Tailor message to the media format (e.g., short message for billboard, detailed information for brochure).
- Avoid jargon or technical language (based on your target audience)
- Use clear, concise, and action-oriented language.
- Use culturally tailored language and images (e.g. include explanation of traditional vs commercial tobacco).

Ethically sourced images and data

- Follow all copyright laws when securing images for materials.
- Include citations, acknowledgements, and disclaimers when appropriate.
- Receive permission to use logos owned by other organizations and follow any brand guidelines as required by said organization.

OAKLAND COUNTY MICHIGAN
BOARD OF COMMISSIONERS

AGENDA ITEM: Grant Application to the Michigan Department of Corrections for the FY 2027 Community Corrections Comprehensive Plan Program
DEPARTMENT: Public Services - Pretrial & Justice Services
MEETING: Public Health & Safety Committee
DATE: Tuesday, June 2, 2026 10:30 AM - Click to View Agenda

ITEM SUMMARY SHEET

COMMITTEE REPORT TO BOARD

Resolution #2026-6596
Motion to approve the grant application and comprehensive plan submission to the Michigan Department of Corrections for the FY 2027 Community Corrections Comprehensive Plan Program in the amount of $2,201,443 for the period of October 1, 2026, through September 30, 2027.

ITEM CATEGORY	SPONSORED BY
Grant	Penny Luebs

INTRODUCTION AND BACKGROUND

The Pretrial & Justice Services Division (formerly Community Corrections) is seeking board approval to apply for the FY 2027 State of Michigan – Michigan Department of Corrections, Community Corrections Comprehensive Plan grant. Under Public Act 511 (PA 511), the State of Michigan offers grant funding to local communities to divert felony offenders from prison and place them into local jails or available sentencing options. Oakland County has been an applicant and recipient of this grant since 1994.

For FY 2027, Pretrial & Justice Services is requesting, through the comprehensive plan, a continuation budget for services under a grant of $2,201,443 for the period October 1, 2026 through September 30, 2027.

This grant application seeks to continue the full funding for fifteen (15) positions and partial funding for one (1) position within Pretrial & Justice Services that provides the program services, monitoring, and operational oversight for Pretrial & Justice Services. It also seeks the continued funding of two (2) full-time Inmate Caseworker positions within the Correction Services Division, which provides in-jail services under PA 511.

Any programs created through these funds become part of the County's Comprehensive Community Corrections Plan.

POLICY ANALYSIS

- Please note that the "Comprehensive Plan" is the Grant Application. The final grant application is voted on and approved by the Community Corrections Advisory Board.

- If the grant is awarded, funding would continue 17.5 positions. No HR action is required.
    - Fifteen (15) full-time eligible (FTE) positions and partially (50%) funds one (1) FTE position **within the Pretrial & Justice Services Division.**
    - Two (2) FTE positions within the **Oakland County Sheriff's Office – Correction Services Division.**
    - *For the partially funded position, the other 50% is covered by the County.*
- Resolution #2025-6116 accepted FY 2026 grant funding in the amount of $2,144,875. Due to funding cuts for FY 2026, three (3) positions were deleted.

FISCAL IMPACT: Budget Amendment Attached

Committee members can contact Breanne Progar, Analyst at 248.701.6874 or progarb@oakgov.com or the department contact persons listed for additional information.

CONTACT

Eric Schmidt, Manager Pretrial & Justice Services

ITEM REVIEW TRACKING

Eric Schmidt, Public Services - Pretrial & Justice Services	Created/Initiated - 5/12/2026
Eric Schmidt, Public Services - Pretrial & Justice Services	Approved - 5/12/2026
Breanne Progar, Board of Commissioners	Approved - 5/15/2026
Jawun Nelson, Fiscal Services	Approved - 5/27/2026
Diana McBroom, Executive's Office	Approved - 5/28/2026
Solon Phillips, Corporation Counsel	Approved - 5/28/2026
Sheryl Johnson, Fiscal Services	Approved - 6/1/2026
Breanne Progar, Board of Commissioners	Approved - 6/1/2026
Penny Luebs, Board of Commissioners	Final Approval - 6/1/2026

AGENDA DEADLINE: 05/19/2026 4:30 PM

ATTACHMENTS

1. FY2027 Community Corrections Comprehensive Application_Sch.A
2. FY27 Grant Review Sign Off
3. FY27 Consolidated Grant Application

COMMITTEE TRACKING

2026-06-02 Public Health & Safety - Recommend to Board
2026-06-11 Full Board

Motioned by: Commissioner Michael Spisz
Seconded by: Commissioner Angela Powell

Yes: Ann Erickson Gault, Michael Gingell, Marcia Gershenson, Penny Luebs, Angela Powell, Michael Spisz, Linnie Taylor (7)
No: None (0)
Abstain: None (0)
Absent: (0)
Passed

Oakland County, Michigan
PRETRIAL & JUSTICE SERVICES/SHERIFF'S OFFICE FY 2027 COMMUNITY CORRECTIONS COMPREHENSIVE PLAN GRANT APPLICATION
Schedule "A" DETAIL

R/E	Fund Name	Division Name	Fund # (FND)	ost Center (CCN	Account # (RC/SC)	Program # (PRG)	Grant ID (GRN) #	ect ID # (PR OJ)	e g i o	u d g e	Ledger Account Summary	Account Title	FY 2026 Amendment	FY 2027 Amendment
R	Community Corrections Comprehensive Grant	Community Corrections	FND11003	CCN1070401	RC615571	PRG113180	GRN1004675				615000	Grants State	$ 1,837,935	
R	Community Corrections Comprehensive Grant	Sherriff - Corrective Services	FND11003	CCN4030301	RC615571	PRG112650	GRN1004675				615000	Grants State	306,940	
												Total Revenues	$ 2,144,875	
E	Community Corrections Comprehensive Grant	Community Corrections	FND11003	CCN1070401	SC702010	PRG113000	GRN1004675				702000	Salaries	$ 103,502	
E	Community Corrections Comprehensive Grant	Community Corrections	FND11003	CCN1070401	SC722740	PRG113000	GRN1004675				722000	Fringe Benefits	73,371	
E	Community Corrections Comprehensive Grant	Community Corrections	FND11003	CCN1070401	SC731213	PRG113000	GRN1004675				730000	Membership, Dues	500	
E	Community Corrections Comprehensive Grant	Community Corrections	FND11003	CCN1070401	SC732018	PRG113000	GRN1004675				730000	Travel, Conference	5,000	
E	Community Corrections Comprehensive Grant	Community Corrections	FND11003	CCN1070401	SC773630	PRG113000	GRN1004675				770000	IT Development	10,000	
E	Community Corrections Comprehensive Grant	Community Corrections	FND11003	CCN1070401	SC770631	PRG113000	GRN1004675				770000	Bldg, Space Rental	9,207	
E	Community Corrections Comprehensive Grant	Community Corrections	FND11003	CCN1070401	SC774636	PRG113000	GRN1004675				770000	IT Cost	2,100	
E	Community Corrections Comprehensive Grant	Community Corrections	FND11003	CCN1070401	SC778675	PRG113000	GRN1004675				770000	Telecommunications	1,100	
E	Community Corrections Comprehensive Grant	Community Corrections	FND11003	CCN1070401	SC731388	PRG113000	GRN1004675				730000	Public Education (Printing)	500	
E	Community Corrections Comprehensive Grant	Community Corrections	FND11003	CCN1070401	SC731818	PRG113000	GRN1004675				730000	Board expense (Special Event Pro	1,000	
E	Community Corrections Comprehensive Grant	Community Corrections	FND11003	CCN1070401	SC702010	PRG113020	GRN1004675				702000	Salaries	286,867	
E	Community Corrections Comprehensive Grant	Community Corrections	FND11003	CCN1070401	SC722740	PRG113020	GRN1004675				722000	Fringe Benefits	137,648	
E	Community Corrections Comprehensive Grant	Community Corrections	FND11003	CCN1070401	SC730373	PRG113020	GRN1004675				730000	Contracted Services	42,908	
E	Community Corrections Comprehensive Grant	Community Corrections	FND11003	CCN1070401	SC702010	PRG123010	GRN1004675				702000	Salaries	389,412	
E	Community Corrections Comprehensive Grant	Community Corrections	FND11003	CCN1070401	SC722740	PRG123010	GRN1004675				722000	Fringe Benefits	183,002	
E	Community Corrections Comprehensive Grant	Community Corrections	FND11003	CCN1070401	SC731773	PRG113120	GRN1004675				730000	Software Rental/Lease	1,500	
E	Community Corrections Comprehensive Grant	Community Corrections	FND11003	CCN1070401	SC731458	PRG113131	GRN1004675				730000	Professional Services	51,250	
E	Community Corrections Comprehensive Grant	Community Corrections	FND11003	CCN1070401	SC702010	PRG113130	GRN1004675				702000	Salaries	318,148	
E	Community Corrections Comprehensive Grant	Community Corrections	FND11003	CCN1070401	SC722740	PRG113130	GRN1004675				722000	Fringe Benefits	153,590	
E	Community Corrections Comprehensive Grant	Community Corrections	FND11003	CCN1070401	SC730373	PRG113130	GRN1004675				730000	Contracted Services	4,500	
E	Community Corrections Comprehensive Grant	Community Corrections	FND11003	CCN1070401	SC702010	PRG113131	GRN1004675				702000	Salaries	42,056	
E	Community Corrections Comprehensive Grant	Community Corrections	FND11003	CCN1070401	SC722740	PRG113131	GRN1004675				722000	Fringe Benefits	20,774	
E	Community Corrections Comprehensive Grant	Sherriff - Corrective Services	FND11003	CCN4030301	SC702010	PRG112651	GRN1004675				702000	Salaries	98,746	
E	Community Corrections Comprehensive Grant	Sherriff - Corrective Services	FND11003	CCN4030301	SC722740	PRG112651	GRN1004675				722000	Fringe Benefits	55,190	
E	Community Corrections Comprehensive Grant	Sherriff - Corrective Services	FND11003	CCN4030301	SC730373	PRG112651	GRN1004675				730000	Contracted Services	1,000	
E	Community Corrections Comprehensive Grant	Sherriff - Corrective Services	FND11003	CCN4030301	SC702010	PRG113130	GRN1004675				702000	Salaries	98,746	
E	Community Corrections Comprehensive Grant	Sherriff - Corrective Services	FND11003	CCN4030301	SC722740	PRG113130	GRN1004675				722000	Fringe Benefits	53,258	
												Total Expenditures	$ 2,144,875.00	
R	Community Corrections Comprehensive Grant	Community Corrections	FND11003	CCN1070401	RC615571	PRG113180	GRN2027				615000	Grants State	$ -	$ 1,890,403
R	Community Corrections Comprehensive Grant	Sherriff - Corrective Services	FND11003	CCN4030301	RC615571	PRG112650	GRN2027				615000	Grants State	-	311,040
												Total Revenues	$ -	$ 2,201,443
E	Community Corrections Comprehensive Grant	Community Corrections	FND11003	CCN1070401	SC702010	PRG113000	GRN2027				702000	Salaries	$ -	$ 112,130
E	Community Corrections Comprehensive Grant	Community Corrections	FND11003	CCN1070401	SC722740	PRG113000	GRN2027				722000	Fringe Benefits	-	78,649
E	Community Corrections Comprehensive Grant	Community Corrections	FND11003	CCN1070401	SC731213	PRG113000	GRN2027				730000	Membership, Dues	-	500
E	Community Corrections Comprehensive Grant	Community Corrections	FND11003	CCN1070401	SC732018	PRG113000	GRN2027				730000	Travel, Conference	-	5,000
E	Community Corrections Comprehensive Grant	Community Corrections	FND11003	CCN1070401	SC773630	PRG113000	GRN2027				770000	IT Development	-	10,000
E	Community Corrections Comprehensive Grant	Community Corrections	FND11003	CCN1070401	SC770631	PRG113000	GRN2027				770000	Bldg, Space Rental	-	9,207
E	Community Corrections Comprehensive Grant	Community Corrections	FND11003	CCN1070401	SC774636	PRG113000	GRN2027				770000	IT Cost	-	2,100
E	Community Corrections Comprehensive Grant	Community Corrections	FND11003	CCN1070401	SC778675	PRG113000	GRN2027				770000	Telecommunications	-	1,100
E	Community Corrections Comprehensive Grant	Community Corrections	FND11003	CCN1070401	SC731388	PRG113000	GRN2027				730000	Public Education (Printing)	-	500
E	Community Corrections Comprehensive Grant	Community Corrections	FND11003	CCN1070401	SC731818	PRG113000	GRN2027				730000	Board expense (Special Event Pro	-	1,000
E	Community Corrections Comprehensive Grant	Community Corrections	FND11003	CCN1070401	SC702010	PRG113020	GRN2027				702000	Salaries	-	306,210
E	Community Corrections Comprehensive Grant	Community Corrections	FND11003	CCN1070401	SC722740	PRG113020	GRN2027				722000	Fringe Benefits	-	135,092
E	Community Corrections Comprehensive Grant	Community Corrections	FND11003	CCN1070401	SC730373	PRG113020	GRN2027				730000	Contracted Services	-	100
E	Community Corrections Comprehensive Grant	Community Corrections	FND11003	CCN1070401	SC702010	PRG123010	GRN2027				702000	Salaries	-	402,996
E	Community Corrections Comprehensive Grant	Community Corrections	FND11003	CCN1070401	SC722740	PRG123010	GRN2027				722000	Fringe Benefits	-	195,374
E	Community Corrections Comprehensive Grant	Community Corrections	FND11003	CCN1070401	SC731458	PRG113131	GRN2027				730000	Professional Services	-	51,250
E	Community Corrections Comprehensive Grant	Community Corrections	FND11003	CCN1070401	SC702010	PRG113130	GRN2027				702000	Salaries	-	344,207
E	Community Corrections Comprehensive Grant	Community Corrections	FND11003	CCN1070401	SC722740	PRG113130	GRN2027				722000	Fringe Benefits	-	163,654
E	Community Corrections Comprehensive Grant	Community Corrections	FND11003	CCN1070401	SC730373	PRG113130	GRN2027				730000	Contracted Services	-	4,500
E	Community Corrections Comprehensive Grant	Community Corrections	FND11003	CCN1070401	SC702010	PRG113131	GRN2027				702000	Salaries	-	45,244
E	Community Corrections Comprehensive Grant	Community Corrections	FND11003	CCN1070401	SC722740	PRG113131	GRN2027				722000	Fringe Benefits	-	21,590
E	Community Corrections Comprehensive Grant	Sherriff - Corrective Services	FND11003	CCN4030301	SC702010	PRG112651	GRN2027				702000	Salaries	-	103,050
E	Community Corrections Comprehensive Grant	Sherriff - Corrective Services	FND11003	CCN4030301	SC722740	PRG112651	GRN2027				722000	Fringe Benefits	-	51,970
E	Community Corrections Comprehensive Grant	Sherriff - Corrective Services	FND11003	CCN4030301	SC730373	PRG112651	GRN2027				730000	Contracted Services	-	1,000
E	Community Corrections Comprehensive Grant	Sherriff - Corrective Services	FND11003	CCN4030301	SC702010	PRG113130	GRN2027				702000	Salaries	-	103,050
E	Community Corrections Comprehensive Grant	Sherriff - Corrective Services	FND11003	CCN4030301	SC722740	PRG113130	GRN2027				722000	Fringe Benefits	-	51,970
												Total Expenditures	$ -	$ 2,201,443

GRANT REVIEW SIGN-OFF – Pretrial & Justice Services

GRANT NAME: FY 2027 Michigan Department of Corrections/Office of Community Corrections Grant APP00299
FUNDING AGENCY: Michigan Department of Corrections (MDOC)
DEPARTMENT CONTACT: Eric Schmidt/(248) 451-2305
STATUS: Application (Greater than $50,000)
DATE: 05/11/2026

Please be advised that the captioned grant materials have completed the internal grant review. Below are the comments returned.

The Board of Commissioners' liaison committee resolution and grant application package (which should include this sign-off and the grant application with related documentation) should be downloaded into Civic Clerk to be placed on the next agenda(s) of the appropriate Board of Commissioners' committee(s) for grant acceptance by Board resolution.

DEPARTMENT REVIEW

Approved	05/05/2026 09:02:23 AM		Robert Erlenbeck (27643) (Grant Review Departments)	1	Robert Erlenbeck: No County insurance requirements.
Approved	05/05/2026 10:43:48 AM		Heather Lewis (28550)	1	Heather Lewis: Corporation Counsel conducted a legal review and there are no unresolved legal issues at this time.
Approved	05/05/2026 12:21:58 PM		Hailey Matthews (28332) (Grant Review Departments)	1	Hailey Matthews: Approved by Human Resources. Continues existing positions. HR action is not needed.
Approved	05/07/2026 08:06:22 AM		Sheryl Johnson (41706) on behalf of Shannon Lee (29084) (Grant Review Departments)	1	

Part One

Contact Sheet

Name of CCAB: *Oakland County* **Federal I.D. Number:** *386004876*

A: General Contact Information:

	CCAB Manager	CCAB Manager's Direct Supervisor	CCAB Chairperson	Agency Serving as Fiduciary of Award & Contact Person
Name:	*Eric Schmidt*	*Barbara Hankey*	*Judith Gracey*	*Brian Lefler*
Title:	*Manager*	*Director Public Services*	*Criminal Defense Attorney*	*Chief Financial Officer*
Address:	*250 Elizabeth Lake Road, Suite 1520*	*1200 N. Telegraph Road, Bldg 28E*	*2200 Beechmont Street*	*2100 Pontiac Lake Road, EOB Dept. 409*
City:	*Pontiac*	*Pontiac*	*Keego Harbor*	*Waterford*
State:	*Michigan*	*Michigan*	*Michigan*	*Michigan*
Phone:	*(248) 451-2305*	*(248) 451-2306*	*(248) 221-7726*	*(248) 858-0049*
Email:	*schmidte@oakgov.com*	*hankeyb@oakgov.com*	*judith@thegraceylawfirm.com*	*leflerb@oakgov.com*

Type of Community Corrections Board: *County Advisory Board*

Date application was approved by the local CCAB: *05/28/2026*

Participating County

Counties/Cities Participating in the CCAB: *Oakland*

Date application was approved by county board(s) of commisioners and/or city council: *06/11/2026* *[X]*Tentative Date

B: CCAB Membership

Representing:	Name	Email	Vacant
County Sheriff:	*Lt. Mickens*	*mickensk@oakgov.com*	*[ ]*
Chief of Police:	*Steven Cooper*	*scooper@oakparkmi.gov*	*[ ]*
Circuit Court Judge:	*Mary Ellen Brennan*	*brennanme@oakgov.com*	*[ ]*
District Court Judge:	*Laura Polizzi*	*polizzil@oakgov.com*	*[ ]*
Probate Court Judge:	*Jennifer S. Callaghan*	*callaghanj@oakgov.com*	*[ ]*
County Commissioner(s): *(One Required for each member of County)*	*Angela Powell*	*powellan@oakgov.com*	*[ ]*
Service Area (Up to 3):	*Megan Phillips*	*phillipsm@oaklandchn.org*	*[ ]*
Service Area (Up to 3):	*Peter Menna*	*mennap@oakgov.com*	*[ ]*
Service Area (Up to 3):	*Jamie Webb*	*jlbwebb@gmail.com*	*[ ]*
County Prosecutor:	*Karen McDonald*	*mcdonaldk@oakgov.com*	*[ ]*
Criminal Defense Attorney:	*Judith Gracey*	*judith@thegraceylawfirm.com*	*[ ]*
Business Community:			*[X]*

Communications Media:			*Mickey McCanham*	*newsmick@gmail.com*	*[ ]*
Circuit/District Probation:			*Britain Washington*	*washingtonb@michigan.gov*	*[ ]*
City Councilperson (Applies to City or City/County Regional CCABs only - one from each member City/County required):					*[X]*
Workforce Development:			*Elizabeth Rivard-Weston*	*rivardwestone@oakgov.com*	*[ ]*

Criminal Justice System Analysis

A: PCR Tables

PCR Table FY 2024

	CCAB PCR	State PCR
Overall	*13.9%*	*17.0%*
Group 2	*8.3%*	*11.2%*
Straddle Cell	*15.6%*	*19.7%*
Group 2 Straddle	*15.6%*	*18.3%*
Pretrial Appearance Rate	*94.0%*	%
Pretrial Public Safety Rate	*96.0%*	%

PCR Table FY 2025

	CCAB PCR	State PCR
Overall	*13.7%*	*18.8%*
Group 2	*9.0%*	*12.8%*
Straddle Cell	*17.0%*	*21.6%*
Group 2 Straddle	*17.4%*	*21.1%*
Pretrial Appearance Rate	*92.0%*	*91.0%*
Pretrial Public Safety Rate	*98.0%*	*96.0%*

Does this data exclude those dispositions with prisoner status? *Yes*

B: Recidivism

County	# of Probation Violations - New Sentence to Prison	# of Probation Violations - Technical to Prison

C: COMPAS Criminogenic Needs Profile

Please list the Top 3 needs scales (medium/probable and high/highly probable combined) as identified within the COMPAS Criminogenic Needs and Risk Profile for all probationers provided by OCC. Additionally, identify both the local and proposed OCC strategies that will impact the identified needs scales. OCC funded strategies must be identified by CCIS Code and Local Name of Program as it appears on the program descriptions:

First: *Criminal Personality*
Second: *Substance Abuse*
Third: *Social Isolation*

Check the Program codes in support of the top three criminogenic needs. *C01: Cognitive, I22: Actuarial Assessment, I24: Case Management*

List non-OCC funded programs in support of the top three criminogenic needs.

MAT Jail Services

Step Forward Intake

Step Forward Case Management

Stages of Change I & II

Co-Occurring Diagnosis Group

REDI OUIL III Group

Anger Management

Domestic Violence Group

Carey Guides

Thinking Matters / Moving On

Pretrial Services Unit

Pretrial Supervision / Electronic Monitoring Unit

State Board Impact

A: Key Objectives

Does your plan intend to impact sentenced felons? *Yes*

Please state the objective:

Overall PCR from *15.00* **%** in FY *2025*, to *15.00* **%** in FY *2027*.

List OCC Programs in support of Objective:
I24: Case Management

List OCC Programs in support of Objective:
C01: Cognitive

List OCC Programs in support of Objective:
C01: Cognitive

List OCC Programs in support of Objective:
C01: Cognitive

List OCC Programs in support of Objective:
I24: Case Management

Local Program Name(s):

Step Forward Program
Local Program Name(s):

Thinking Matters Community
Local Program Name(s):

Safety From Trauma
Local Program Name(s):

Thinking Matters Jail
Local Program Name(s):

Jail Reentry

List Non-OCC Programs in support of Objective:

MAT Jail Services

Step Forward Program

Stages of Change I & II

Co-Occurring Disorder Group

Domestic Violence Group

REDI OUIL III Group

Carey Guides

Thinking Matters Community

OUIL III MAT Assessment

Pretrial Services Assessment

Pretrial Supervision / EM Unit

Were key objectives met the prior year for the sentenced felon population? *Yes*
Does your plan intend to impact pretrial defendants? *Yes*
Please state the objective:

Appeareance Rate from:	*92.00* **%** in FY	*2025*, to	*92.00* **%** in FY	*2027*.
Public Safety Rate from:	*96.00* **%** in FY	*2025*, to	*96.00* **%** in FY	*2027*.

List OCC Programs in support of Objective:
F22: Pretrial Assessment

Local Program Name:

Pretrial Services Unit

List OCC Programs in support of Objective:
F23: Pretrial Supervision

Local Program Name:

Pretrial Supervision / EM Unit

List Non-OCC Programs in support of Objective:

Pretrial Services Unit

Pretrial Supervision / EM Unit

Were key objectives met the prior year for the pretrial population? *Yes*

Additional Information

Please provide any additional information that supports your requests:

Oakland County Pretrial & Justice Services has continued to see a rise in program utilization through FY24, FY25 & Quarter 2 of FY26. Due to a significant increase in projected utilization for programming in FY26, we will not be increasing the projections for FY27, however we do want to reflect that despite our increases, we have seen an award reduction for the past two fiscal years. PJS consistently hits the OCC program objectives, has strong KPI's, and had a 100% fiscal expenditure spend down in FY25. With these performance measures, we are hopeful you will fund our application as submitted.

Administrative Duties & Expenses Agreement

Per P.A. 511, Administration funds cannot exceed 30% of the award amount. Staff time billed for Administration duties must be for actual hours worked. Contracted provider time billed for Administration duties must comply with your local provider contract. All expenses must be approved by MOCC.

*[X]*By applying for Administration funding, I acknowledge and accept the MOCC's Administration Duties & Expenses Agreement.

Evidence Based Plan

*[X]*The County certifies that the Comprehensive Plan submitted to the Office of Community Corrections adheres to the 8 Evidence-based Principles for Effective Interventions: Assess Actuarial Risk/Needs, Enhance Intrinsic Motivation, Target Interventions, Skill Train with Direct Practice, Increase Positive Reinforcement, Engage Ongoing Support in Natural Communities, Measure Relevant Processes/Practices, and Provide Measurement Feedback.

Cognitive Group

Cognitive Group

CCIS Code: *C01* **Local Program Name:** *Safety From Trauma* **New Initiative:** *[ ]*Yes *[X]*No

Provider Name: *Oakland Community Health Network / Sacred Heart* **Program Location:** *[ ]*Jail *[X]*Community

For Regional CCABs only, list all member counties that will use this program:

Input

Curriculum

1) Curriculum Name: *Seeking Safety*

2) Total number of sessions to complete the curriculum: *12*

Staff

*[X]*I certify that staff members are certified and have been trained.

Participants

3) Projected Number of new Enrollments: *150*

4) What is the target population?

*[X]*Sentenced Felons *[ ]*Delayed/Deferred Felons

5) Eligibility criteria: Enrollees must score probable to highly probable in at least *1* of the following: (Choose all that apply)

a) COMPAS Criminogenic Needs Scales: *Substance Abuse, Cognitive Behavioral, Criminal Personality*

b) Gender Responsive Scales: *Experiences of Abuse as Adult, Experiences of Abuse as a Child, Relationship Dysfunction, Parental Stress*

c) *[X]*Felony Probation Violator, regardless of COMPAS Score

Gender

All

Funding

Activities

Approved Activities:

1) *Group facilitation*
2) *Group check-in*
3) *Assignment of Homework*
4) *Review of homework*
5) *Reporting group attendance*

Outputs

1) Number of Groups Conducted

2) Number of Progress Reports

3) Number of Terminations

a) Successful

b) Unsuccessful

4) Number of groups attended per participant

a) ALOS to Complete

*[X]*I acknowledge that I have read the above information and will comply.

Key Performance Measurement (KPM)

You may choose any of the following or provide another measurable performance indicator.

*[ ]*Of those who successfully completed this program, % will obtain employment.

*[ ]*Of those who successfully completed this program, % will not be convicted of a crime 3, 6, 12 months post completion.

*[ ]*Of those who successfully completed this program, % will increase parenting time.

*[ ]*Of those who successfully completed this program, % will increase their post-test score.

*[ ]*Of those who successfully completed this program, % will maintain sobriety for 3, 6, 12 months.

*[X]*Other: *55% or more of participants will see a reduction of their criminogenic need.*

Logic Model

Click **here** to generate logic model

Cognitive Group

Cognitive Group

CCIS Code: *C01* **Local Program Name:** *Thinking Matters Community* **New Initiative:** *[ ]*Yes *[X]*No

Provider Name: *Pretrial & Justice Services Step Forward Program* **Program Location:** *[ ]*Jail *[X]*Community

For Regional CCABs only, list all member counties that will use this program:

Input

Curriculum

1) Curriculum Name: *Thinking Matters / Moving On*

2) Total number of sessions to complete the curriculum: *15*

Staff

*[X]*I certify that staff members are certified and have been trained.

Participants

3) Projected Number of new Enrollments: *400*

4) What is the target population?

*[X]*Sentenced Felons *[ ]*Delayed/Deferred Felons

5) Eligibility criteria: Enrollees must score probable to highly probable in at least *1* of the following: (Choose all that apply)

a) COMPAS Criminogenic Needs Scales: *Cognitive Behavioral, Criminal Personality, Leisure/Recreation, Social Environment, Criminal Opportunity*

b) Gender Responsive Scales: *Experiences of Abuse as Adult, Experiences of Abuse as a Child, Relationship Dysfunction*

c) *[X]*Felony Probation Violator, regardless of COMPAS Score

Gender

All

Funding

Activities

Approved Activities:

1) *Group facilitation*
2) *Group check-in*
3) *Assignment of Homework*
4) *Review of homework*
5) *Reporting group attendance*

Outputs

1) Number of Groups Conducted

2) Number of Progress Reports

3) Number of Terminations

a) Successful

b) Unsuccessful

4) Number of groups attended per participant

a) ALOS to Complete

*[X]*I acknowledge that I have read the above information and will comply.

Key Performance Measurement (KPM)

You may choose any of the following or provide another measurable performance indicator.

*[ ]*Of those who successfully completed this program, % will obtain employment.

*[ ]*Of those who successfully completed this program, % will not be convicted of a crime 3, 6, 12 months post completion.

*[ ]*Of those who successfully completed this program, % will increase parenting time.

*[ ]*Of those who successfully completed this program, % will increase their post-test score.

*[ ]*Of those who successfully completed this program, % will maintain sobriety for 3, 6, 12 months.

*[X]*Other: *55% or more of participants will see a reduction of their criminogenic need.*

Logic Model

Click **here** to generate logic model

Cognitive Group

Cognitive Group

CCIS Code: *C01* **Local Program Name:** *Thinking Matters Jail* **New Initiative:** *[ ]*Yes *[X]*No

Provider Name: *Inmate Services - Oakland County Sheriff's Office* **Program Location:** *[X]*Jail *[ ]*Community

For Regional CCABs only, list all member counties that will use this program:

Input

Curriculum

1) Curriculum Name: *Thinking Matters / Moving On*

2) Total number of sessions to complete the curriculum: *36*

Staff

*[X]*I certify that staff members are certified and have been trained.

Participants

3) Projected Number of new Enrollments: *250*

4) What is the target population?

*[X]*Sentenced Felons *[ ]*Delayed/Deferred Felons

5) Eligibility criteria: Enrollees must score probable to highly probable in at least *1* of the following: (Choose all that apply)

a) COMPAS Criminogenic Needs Scales: *Vocational/Educational, Substance Abuse, Cognitive Behavioral, Criminal Personality, Leisure/Recreation, Social Environment, Residential Instability, Family Criminality, Social Isolation, Criminal Opportunity, Criminal Association*

b) Gender Responsive Scales: *Experiences of Abuse as Adult, Experiences of Abuse as a Child, Relationship Dysfunction*

c) *[X]*Felony Probation Violator, regardless of COMPAS Score

Gender

All

Funding

Activities

Approved Activities:

1) *Group facilitation*
2) *Group check-in*
3) *Assignment of Homework*
4) *Review of homework*
5) *Reporting group attendance*

Outputs

1) Number of Groups Conducted

2) Number of Progress Reports

3) Number of Terminations

a) Successful

b) Unsuccessful

4) Number of groups attended per participant

a) ALOS to Complete

*[X]*I acknowledge that I have read the above information and will comply.

Key Performance Measurement (KPM)

You may choose any of the following or provide another measurable performance indicator.

*[ ]*Of those who successfully completed this program, % will obtain employment.

*[ ]*Of those who successfully completed this program, % will not be convicted of a crime 3, 6, 12 months post completion.

*[ ]*Of those who successfully completed this program, % will increase parenting time.

*[ ]*Of those who successfully completed this program, % will increase their post-test score.

*[ ]*Of those who successfully completed this program, % will maintain sobriety for 3, 6, 12 months.

*[X]*Other: *55% or more of participants will see a reduction of their criminogenic need.*

Logic Model

Click **here** to generate logic model

Pretrial Risk Assessment

Pretrial Risk Assessment

CCIS Code: *F22* **Local Program Name:** *Pretrial Services Unit* **New Initiative:** *[ ]*Yes *[X]*No

Provider Name: *Pretrial & Justice Services* **Program Location:** *[X]*Jail *[ ]*Community

For Regional CCABs only, list all member counties that will use this program:

Input

Participants

1) What is the projected number of new PRAXIS assessments: *11,500*

2) Participants are: *[X]*Lodged in Jail *[ ]*Not lodged

3) Participants are Charged with:

All Criminal Charges

Funding

Staff

6) What is the total estimated time for completion per assessment? *90* Minutes

Activities

1) When is the assessment completed? *Prior to arraignment, After arraignment, At subsequent pretrial hearing, At judicial request*

2) Defendant Interview is required for this program description.

3) PRAXIS Scoring is required for this program description.

4) Criminal History Check Utilized: *LEIN, JDW, Local Jail/Court System*

5) Do you verify the gathered information? *[X]*Yes *[ ]*No

6) Do you write/compile a report for the court's review? *[X]*Yes *[ ]*No

7) Do you provide testimony in court if needed? *[X]*Yes *[ ]*No

Outputs

1) Number of defendants assessed prior to arraignment

2) Number of defendants assessed at subsequent hearing

3) Number of defendants who secure release pending case disposition

4) Number of defendants detained pending case disposition

5) Number of defendants whose release decisions correspond with their assessed risk level (Praxis)

Key Performance Measurement (KPM)

Complete the following required measures:
Release Rate: *65*% of the OCC-funded defendants who secure release pending case disposition.
Concurrence Rate: *65*% of OCC-funded defendants whose release decision/court ordered bail correspond with their assessed risk level (PRAXIS).

Logic Model

Click **here** to generate logic model

Pretrial Supervision Services

Pretrial Supervision Services

CCIS Code: *F23* **Local Program Name:** *Pretrial Supervision / EM Unit* **New Initiative:** *[ ]*Yes *[X]*No

Provider Name: *Pretrial & Justice Services* **Program Location:** *[ ]*Jail *[X]*Community

For Regional CCABs only, list all member counties that will use this program:

Input

Participants

Number of projected new enrollments: *5,800*

Staff

Funding

Eligibility Criteria

Eligibility criteria must comply with the 2023 Michigan PRAXIS.

Activities

Required Activities

All required activities must comply with the National Association of Pretrial Services (NAPSA) Pretrial Best Practice Standards.

Please check those that apply to your organization.

*[X]*1) Intake/Enrollment

*[X]*2) Referrals to additional programs and/or services

3) Court reminder contacts

4) New criminal activity checks

*[X]*5) Provides supervision reports to the court.

*[X]*6) Document supervision contact/case notes

7) Pretrial services must utilize the least restrictive means while working to promote court appearances and public safety.

8) Electronic monitoring is supported for the following: those charged with an OUIL III, victim cases, serious misdemeanors, and non-violent felonies scoring 6 or higher on the PRAXIS and/or a violent felony scoring 3 or higher on the PRAXIS.

Other Activities

*[X]*9) Does F23 utilize electronic monitoring supervision? *Yes*

If Yes, select which one is utilized: *Both*

*[X]*10) Does F23 utilize substance use testing/monitoring? *Yes*

Outputs

1) Number of defendants enrolled:

2) Number of court reminder calls:

3) Number of defendants with program rule/bond violations:

4) Number of Successful Terminations

5) Track all scheduled court appearances through case disposition

6) Track new criminal activity through case disposition

Key Performance Measurement (KPM)

Complete the following required measures:
1) Appearance Rate: *92.0*% of OCC-funded defendants who attend all scheduled court appearances while enrolled in F23 pretrial supervision.
2) Public Safety Rate: *96.0*% of OCC-funded defendants do not receive any new criminal charges while enrolled in F23 pretrial supervision.

Logic Model

Click **here** to generate logic model

Community-Based Case Management

Community-Based Case Management

CCIS Code: *I24* **Local Program Name:** *Jail Reentry* **New Initiative:** *[ ]*Yes *[X]*No

Provider Name: *Inmate Services - Oakland County Sheriff's Office* **Program Location:** *[X]*Jail *[ ]*Community

For Regional CCABs only, list all member counties that will use this program:

Input

Participants

1) Projected Number of new Enrollments: *250*

2) What is the target population?

*[X]*Sentenced Felons *[ ]*Delayed/Deferred Felons

3) Eligibility criteria: Enrollees must score probable to highly probable in at least 1 of the following COMPAS Criminogenic Needs Scales.

a) COMPAS Criminogenic Needs Scales: *Vocational/Educational, Substance Abuse, Cognitive Behavioral, Criminal Personality, Leisure/Recreation, Social Environment, Residential Instability, Family Criminality, Social Isolation, Criminal Opportunity, Criminal Association*

b) Gender Responsive Scales: *Experiences of Abuse as Adult, Experiences of Abuse as a Child, Relationship Dysfunction*

c) *[X]*Felony Probation Violator, regardless of COMPAS Score

Gender

All

Funding

Activities

Approved Activities

1) Development of individualized Case Plan with participant, including identified criminogenic needs scales

2) Linkage to support, services, and resources

3) Regular review of Case Plan objectives and goals with the participant

4) Collaboration with supervising MDOC Agent

Outputs

Required Outputs

1) Frequent contact with participant

2) Number of objectives/goals obtained

3) Communication with supervising MDOC Agent

4) Tracking of termination type (successful, unsuccessful, neutral)

5) Tracking of AVLOS in program

Key Performance Measurement (KPM)

You may choose any of the following or provide another measurable performance indicator.

*[ ]*Of those who successfully completed this program, % will obtain employment.

*[ ]*Of those who successfully completed this program, % will not be convicted of a crime 3, 6, 12 months post completion.

*[ ]*Of those who successfully completed this program, % will increase parenting time.

*[ ]*Of those who successfully completed this program, % will increase their post-test score.

*[ ]*Of those who successfully completed this program, % will maintain sobriety for 3, 6, 12 months.

*[X]*Other: *55% or more of participants will see a reduction of their criminogenic need.*

Logic Model

Click **here** to generate logic model

Community-Based Case Management

Community-Based Case Management

CCIS Code: *I24* **Local Program Name:** *Step Forward Program* **New Initiative:** *[ ]*Yes *[X]*No

Provider Name: *Pretrial & Justice Services* **Program Location:** *[ ]*Jail *[X]*Community

For Regional CCABs only, list all member counties that will use this program:

Input

Participants

1) Projected Number of new Enrollments: *700*

2) What is the target population?

*[X]*Sentenced Felons *[ ]*Delayed/Deferred Felons

3) Eligibility criteria: Enrollees must score probable to highly probable in at least 1 of the following COMPAS Criminogenic Needs Scales.

a) COMPAS Criminogenic Needs Scales: *Vocational/Educational, Substance Abuse, Cognitive Behavioral, Criminal Personality, Leisure/Recreation, Social Environment, Residential Instability, Family Criminality, Social Isolation, Criminal Opportunity, Criminal Association*

b) Gender Responsive Scales: *Experiences of Abuse as Adult, Experiences of Abuse as a Child, Relationship Dysfunction*

c) *[X]*Felony Probation Violator, regardless of COMPAS Score

Gender

All

Funding

Activities

Approved Activities

1) Development of individualized Case Plan with participant, including identified criminogenic needs scales

2) Linkage to support, services, and resources

3) Regular review of Case Plan objectives and goals with the participant

4) Collaboration with supervising MDOC Agent

Outputs

Required Outputs

1) Frequent contact with participant

2) Number of objectives/goals obtained

3) Communication with supervising MDOC Agent

4) Tracking of termination type (successful, unsuccessful, neutral)

5) Tracking of AVLOS in program

Key Performance Measurement (KPM)

You may choose any of the following or provide another measurable performance indicator.

*[ ]*Of those who successfully completed this program, % will obtain employment.

*[ ]*Of those who successfully completed this program, % will not be convicted of a crime 3, 6, 12 months post completion.

*[ ]*Of those who successfully completed this program, % will increase parenting time.

*[ ]*Of those who successfully completed this program, % will increase their post-test score.

*[ ]*Of those who successfully completed this program, % will maintain sobriety for 3, 6, 12 months.

*[X]*Other: *55% or more of participants will see a reduction of their criminogenic need.*

Logic Model

Click **here** to generate logic model

Program Cost Descriptions

Program Cost Descriptions

CCAB Name

Oakland County

Position

Title	Name	Hourly or Salaried?	Hourly Wage	Salary	% of salary charged to grant	Fringe Total	% of fringe charged to grant	Total hours charged to grant	Total
User Support Specialist II	*Zachary Sisco*	*Salaried*		*$119,127.00*	*0.0%*	*$0.00*	*0.0%*		*$0.00*

Position Description

Total Position

$0.00

User Support Specialist II.pdf

Program Code	% of Time	Total CPS	Local/Other	Fee Revenue
Administration	*100.0%*	*$0.00*	*$119,127.00*	*$0.00*
Totals	*100.0%*	*$0.00*	*$119,127.00*	*$0.00*

Position

Title	Name	Hourly or Salaried?	Hourly Wage	Salary	% of salary charged to grant	Fringe Total	% of fringe charged to grant	Total hours charged to grant	Total
Manager	*Eric Schmidt*	*Salaried*		*$213,422.00*	*0.0%*	*$0.00*	*0.0%*		*$0.00*

Position Description

Total Position

$0.00

Manager Pretrial Justice Services.pdf

Program Code	% of Time	Total CPS	Local/Other	Fee Revenue
Administration	*100.0%*	*$0.00*	*$213,422.00*	*$0.00*

Totals	*100.0%*	*$0.00*	*$213,422.00*	*$0.00*

Position

Title	Name	Hourly or Salaried?	Hourly Wage	Salary	% of salary charged to grant	Fringe Total	% of fringe charged to grant	Total hours charged to grant	Total
Chief	*Kenneth Briggs*	*Salaried*		*$168,131.00*	*0.0%*	*$0.00*	*0.0%*		*$0.00*

Position Description

Total Position

$0.00

Chief Pretrial Justice Services.pdf

Program Code	% of Time	Total CPS	Local/Other	Fee Revenue
Administration	*100.0%*	*$0.00*	*$168,131.00*	*$0.00*
Totals	*100.0%*	*$0.00*	*$168,131.00*	*$0.00*

Position

Title	Name	Hourly or Salaried?	Hourly Wage	Salary	% of salary charged to grant	Fringe Total	% of fringe charged to grant	Total hours charged to grant	Total
Office Support Clerk - Records	*Anita Lindsay*	*Salaried*		*$100,177.00*	*0.0%*	*$0.00*	*0.0%*		*$0.00*

Position Description

Total Position

$0.00

Office Support Clerk Senior.pdf

Program Code	% of Time	Total CPS	Local/Other	Fee Revenue
Administration	*100.0%*	*$0.00*	*$100,177.00*	*$0.00*
Totals	*100.0%*	*$0.00*	*$100,177.00*	*$0.00*

Position

Title	Name	Hourly or Salaried?	Hourly Wage	Salary	% of salary charged to grant	Fringe Total	% of fringe charged to grant	Total hours charged to grant	Total
Supervisor	*Katherine Tysick*	*Salaried*		*$109,496.00*	*50.0%*	*$63,276.00*	*50.0%*		*$86,386.00*

Position Description

Total Position

$86,386.00

Supervisor Pretrial Justice Services.pdf

Program Code	% of Time	Total CPS	Local/Other	Fee Revenue
Administration	*100.0%*	*$86,386.00*	*$86,386.00*	*$0.00*
Totals	*100.0%*	*$86,386.00*	*$86,386.00*	*$0.00*

Position

Title	Name	Hourly or Salaried?	Hourly Wage	Salary	% of salary charged to grant	Fringe Total	% of fringe charged to grant	Total hours charged to grant	Total
Supervisor	*Heather Gullon*	*Salaried*		*$144,991.00*	*0.0%*	*$0.00*	*0.0%*		*$0.00*

Position Description

Total Position

$0.00

Supervisor Pretrial Justice Services.pdf

Program Code	% of Time	Total CPS	Local/Other	Fee Revenue
F22	*100.0%*	*$0.00*	*$144,991.00*	*$0.00*
Totals	*100.0%*	*$0.00*	*$144,991.00*	*$0.00*

Position

Title	Name	Hourly or Salaried?	Hourly Wage	Salary	% of salary charged to grant	Fringe Total	% of fringe charged to grant	Total hours charged to grant	Total
Supervisor	*Lisa Lee*	*Salaried*		*$175,980.00*	*0.0%*	*$0.00*	*0.0%*		*$0.00*

Position Description

Total Position

$0.00

Supervisor Pretrial Justice Services.pdf

Program Code	% of Time	Total CPS	Local/Other	Fee Revenue
F23	*100.0%*	*$0.00*	*$175,980.00*	*$0.00*
Totals	*100.0%*	*$0.00*	*$175,980.00*	*$0.00*

Position

Title	Name	Hourly or Salaried?	Hourly Wage	Salary	% of salary charged to grant	Fringe Total	% of fringe charged to grant	Total hours charged to grant	Total
Supervisor	*Janet Yosick*	*Salaried*		*$176,990.00*	*0.0%*	*$0.00*	*0.0%*		*$0.00*

Position Description

Total Position

$0.00

Supervisor Pretrial Justice Services.pdf

Program Code	% of Time	Total CPS	Local/Other	Fee Revenue
F23	*100.0%*	*$0.00*	*$176,990.00*	*$0.00*
Totals	*100.0%*	*$0.00*	*$176,990.00*	*$0.00*

Position

Title	Name	Hourly or Salaried?	Hourly Wage	Salary	% of salary charged to grant	Fringe Total	% of fringe charged to grant	Total hours charged to grant	Total
Office Support Clerk Seniro	*Autumn Childers*	*Salaried*		*$57,382.00*	*100.0%*	*$47,011.00*	*100.0%*		*$104,393.00*

Position Description

Total Position

$104,393.00

Office Support Clerk Senior.pdf

Program Code	% of Time	Total CPS	Local/Other	Fee Revenue
Administration	*100.0%*	*$104,393.00*	*$0.00*	*$0.00*
Totals	*100.0%*	*$104,393.00*	*$0.00*	*$0.00*

Position

Title	Name	Hourly or Salaried?	Hourly Wage	Salary	% of salary charged to grant	Fringe Total	% of fringe charged to grant	Total hours charged to grant	Total
Office Support Clerk Senior	*2 Staff*	*Salaried*		*$124,951.00*	*0.0%*	*$0.00*	*0.0%*		*$0.00*

Position Description

Total Position

$0.00

Office Support Clerk Senior.pdf

Program Code	% of Time	Total CPS	Local/Other	Fee Revenue
F23	*100.0%*	*$0.00*	*$124,951.00*	*$0.00*
Totals	*100.0%*	*$0.00*	*$124,951.00*	*$0.00*

Position

Title	Name	Hourly or Salaried?	Hourly Wage	Salary	% of salary charged to grant	Fringe Total	% of fringe charged to grant	Total hours charged to grant	Total
Office Support Clerk Senior	*Sandra Ballard*	*Salaried*		*$96,120.00*	*0.0%*	*$0.00*	*0.0%*		*$0.00*

Position Description

Total Position

$0.00

Office Support Clerk Senior.pdf

Program Code	% of Time	Total CPS	Local/Other	Fee Revenue
I24	*100.0%*	*$0.00*	*$96,120.00*	*$0.00*
Totals	*100.0%*	*$0.00*	*$96,120.00*	*$0.00*

Position

Title	Name	Hourly or Salaried?	Hourly Wage	Salary	% of salary charged to grant	Fringe Total	% of fringe charged to grant	Total hours charged to grant	Total
Office Support Clerk Senior	*Nancy Murray*	*Salaried*		*$102,765.00*	*0.0%*	*$0.00*	*0.0%*		*$0.00*

Position Description

Total Position

$0.00

Office Support Clerk Senior.pdf

Program Code	% of Time	Total CPS	Local/Other	Fee Revenue
Administration	*100.0%*	*$0.00*	*$102,765.00*	*$0.00*
Totals	*100.0%*	*$0.00*	*$102,765.00*	*$0.00*

Position

Title	Name	Hourly or Salaried?	Hourly Wage	Salary	% of salary charged to grant	Fringe Total	% of fringe charged to grant	Total hours charged to grant	Total
Pretrial & Justice Specialist III	*4 Staff Members GF*	*Salaried*		*$624,014.00*	*0.0%*	*$0.00*	*0.0%*		*$0.00*

Position Description

Total Position

$0.00

Pretrial Justice Specialist III.pdf

Program Code	% of Time	Total CPS	Local/Other	Fee Revenue
F22	*100.0%*	*$0.00*	*$624,014.00*	*$0.00*
Totals	*100.0%*	*$0.00*	*$624,014.00*	*$0.00*

Position

Title	Name	Hourly or Salaried?	Hourly Wage	Salary	% of salary charged to grant	Fringe Total	% of fringe charged to grant	Total hours charged to grant	Total
Pretrial & Justice Specialist III	*Two General Fund Positions*	*Salaried*		*$334,369.00*	*0.0%*	*$0.00*	*0.0%*		*$0.00*

Position Description

Total Position

$0.00

Pretrial Justice Specialist III.pdf

Program Code	% of Time	Total CPS	Local/Other	Fee Revenue
F23	*100.0%*	*$0.00*	*$334,369.00*	*$0.00*
Totals	*100.0%*	*$0.00*	*$334,369.00*	*$0.00*

Position

Title	Name	Hourly or Salaried?	Hourly Wage	Salary	% of salary charged to grant	Fringe Total	% of fringe charged to grant	Total hours charged to grant	Total
Pretrial & Justice Specialist III	*Two General Fund Positions*	*Salaried*		*$306,926.00*	*0.0%*	*$0.00*	*0.0%*		*$0.00*

Position Description

Total Position

$0.00

Pretrial Justice Specialist III.pdf

Program Code	% of Time	Total CPS	Local/Other	Fee Revenue
I24	*100.0%*	*$0.00*	*$306,926.00*	*$0.00*
Totals	*100.0%*	*$0.00*	*$306,926.00*	*$0.00*

Position

Title	Name	Hourly or Salaried?	Hourly Wage	Salary	% of salary charged to grant	Fringe Total	% of fringe charged to grant	Total hours charged to grant	Total
Pretrial & Justice Specialist III	*Shannon Carter*	*Salaried*		*$166,644.00*	*0.0%*	*$0.00*	*0.0%*		*$0.00*

Position Description

Total Position

$0.00

Pretrial Justice Specialist III.pdf

Program Code	% of Time	Total CPS	Local/Other	Fee Revenue
Administration	*100.0%*	*$0.00*	*$166,644.00*	*$0.00*
Totals	*100.0%*	*$0.00*	*$166,644.00*	*$0.00*

Position

Title	Name	Hourly or Salaried?	Hourly Wage	Salary	% of salary charged to grant	Fringe Total	% of fringe charged to grant	Total hours charged to grant	Total
Pretrial & Justice Specialist II	*Paige Toerper*	*Salaried*		*$83,309.00*	*100.0%*	*$44,968.00*	*100.0%*		*$128,277.00*

Position Description

Total Position

$128,277.00

Pretrial Justice Specialist II.pdf

Program Code	% of Time	Total CPS	Local/Other	Fee Revenue
F22	*100.0%*	*$128,277.00*	*$0.00*	*$0.00*
Totals	*100.0%*	*$128,277.00*	*$0.00*	*$0.00*

Position

Title	Name	Hourly or Salaried?	Hourly Wage	Salary	% of salary charged to grant	Fringe Total	% of fringe charged to grant	Total hours charged to grant	Total
Pretrial & Justice Specialist II	*Paige Koehn*	*Salaried*		*$76,535.00*	*100.0%*	*$36,005.00*	*100.0%*		*$112,540.00*

Position Description

Total Position

$112,540.00

Pretrial Justice Specialist II.pdf

Program Code	% of Time	Total CPS	Local/Other	Fee Revenue
F22	*100.0%*	*$112,540.00*	*$0.00*	*$0.00*
Totals	*100.0%*	*$112,540.00*	*$0.00*	*$0.00*

Position

Title	Name	Hourly or Salaried?	Hourly Wage	Salary	% of salary charged to grant	Fringe Total	% of fringe charged to grant	Total hours charged to grant	Total
Pretrial & Justice Specialist II	*Kylie Laratta*	*Salaried*		*$76,535.00*	*100.0%*	*$35,732.00*	*100.0%*		*$112,267.00*

Position Description

Total Position

$112,267.00

Pretrial Justice Specialist II.pdf

Program Code	% of Time	Total CPS	Local/Other	Fee Revenue
F22	*100.0%*	*$112,267.00*	*$0.00*	*$0.00*
Totals	*100.0%*	*$112,267.00*	*$0.00*	*$0.00*

Position

Title	Name	Hourly or Salaried?	Hourly Wage	Salary	% of salary charged to grant	Fringe Total	% of fringe charged to grant	Total hours charged to grant	Total
Pretrial & Justice Specialist II	*Christopher Wolf*	*Salaried*		*$90,082.00*	*100.0%*	*$41,522.00*	*100.0%*		*$131,604.00*

Position Description

Total Position

$131,604.00

Pretrial Justice Specialist II.pdf

Program Code	% of Time	Total CPS	Local/Other	Fee Revenue
F22	*100.0%*	*$131,604.00*	*$0.00*	*$0.00*
Totals	*100.0%*	*$131,604.00*	*$0.00*	*$0.00*

Position

Title	Name	Hourly or Salaried?	Hourly Wage	Salary	% of salary charged to grant	Fringe Total	% of fringe charged to grant	Total hours charged to grant	Total
Pretrial & Justice Specialist II	*Tiara Cruz*	*Salaried*		*$76,535.00*	*100.0%*	*$37,147.00*	*100.0%*		*$113,682.00*

Position Description

Total Position

$113,682.00

Pretrial Justice Specialist II.pdf

Program Code	% of Time	Total CPS	Local/Other	Fee Revenue
F22	*100.0%*	*$113,682.00*	*$0.00*	*$0.00*
Totals	*100.0%*	*$113,682.00*	*$0.00*	*$0.00*

Position

Title	Name	Hourly or Salaried?	Hourly Wage	Salary	% of salary charged to grant	Fringe Total	% of fringe charged to grant	Total hours charged to grant	Total
Pretrial & Justice Specialist II	*8 FTE Staff*	*Salaried*		*$1,231,759.00*	*0.0%*	*$0.00*	*0.0%*		*$0.00*

Position Description

Total Position

$0.00

Pretrial Justice Specialist II.pdf

Program Code	% of Time	Total CPS	Local/Other	Fee Revenue
F22	*100.0%*	*$0.00*	*$1,231,759.00*	*$0.00*
Totals	*100.0%*	*$0.00*	*$1,231,759.00*	*$0.00*

Position

Title	Name	Hourly or Salaried?	Hourly Wage	Salary	% of salary charged to grant	Fringe Total	% of fringe charged to grant	Total hours charged to grant	Total
Pretrial & Justice Specialist II	*Jennifer Lechnyr*	*Salaried*		*$79,992.00*	*100.0%*	*$36,005.00*	*100.0%*		*$115,997.00*

Position Description

Total Position

$115,997.00

Pretrial Justice Specialist II.pdf

Program Code	% of Time	Total CPS	Local/Other	Fee Revenue
F23	*100.0%*	*$115,997.00*	*$0.00*	*$0.00*
Totals	*100.0%*	*$115,997.00*	*$0.00*	*$0.00*

Position

Title	Name	Hourly or Salaried?	Hourly Wage	Salary	% of salary charged to grant	Fringe Total	% of fringe charged to grant	Total hours charged to grant	Total
Pretrial & Justice Specialist II	*Hannah Mehki*	*Salaried*		*$73,148.00*	*100.0%*	*$36,005.00*	*100.0%*		*$109,153.00*

Position Description

Total Position

$109,153.00

Pretrial Justice Specialist II.pdf

Program Code	% of Time	Total CPS	Local/Other	Fee Revenue
F23	*100.0%*	*$109,153.00*	*$0.00*	*$0.00*
Totals	*100.0%*	*$109,153.00*	*$0.00*	*$0.00*

Position

Title	Name	Hourly or Salaried?	Hourly Wage	Salary	% of salary charged to grant	Fringe Total	% of fringe charged to grant	Total hours charged to grant	Total
Pretrial & Justice Specialist II	*Salina Ruffin*	*Salaried*		*$76,535.00*	*100.0%*	*$27,988.00*	*100.0%*		*$104,523.00*

Position Description

Total Position

$104,523.00

Pretrial Justice Specialist II.pdf

Program Code	% of Time	Total CPS	Local/Other	Fee Revenue
F23	*100.0%*	*$104,523.00*	*$0.00*	*$0.00*
Totals	*100.0%*	*$104,523.00*	*$0.00*	*$0.00*

Position

Title	Name	Hourly or Salaried?	Hourly Wage	Salary	% of salary charged to grant	Fringe Total	% of fringe charged to grant	Total hours charged to grant	Total
Pretrial & Justice Specialist II	*Jodi Scott*	*Salaried*		*$76,535.00*	*100.0%*	*$35,094.00*	*100.0%*		*$111,629.00*

Position Description

Total Position

$111,629.00

Pretrial Justice Specialist II.pdf

Program Code	% of Time	Total CPS	Local/Other	Fee Revenue
F23	*100.0%*	*$111,629.00*	*$0.00*	*$0.00*
Totals	*100.0%*	*$111,629.00*	*$0.00*	*$0.00*

Position

Title	Name	Hourly or Salaried?	Hourly Wage	Salary	% of salary charged to grant	Fringe Total	% of fringe charged to grant	Total hours charged to grant	Total
Pretrial & Justice Specialist II	*6 FTE & 3 PTNE*	*Salaried*		*$682,806.00*	*0.0%*	*$0.00*	*0.0%*		*$0.00*

Position Description

Total Position

$0.00

Pretrial Justice Specialist II.pdf

Program Code	% of Time	Total CPS	Local/Other	Fee Revenue
F23	*100.0%*	*$0.00*	*$682,806.00*	*$0.00*
Totals	*100.0%*	*$0.00*	*$682,806.00*	*$0.00*

Position

Title	Name	Hourly or Salaried?	Hourly Wage	Salary	% of salary charged to grant	Fringe Total	% of fringe charged to grant	Total hours charged to grant	Total
Pretrial & Justice Specialist II	*Wanda Nixon*	*Salaried*		*$79,992.00*	*100.0%*	*$38,332.00*	*100.0%*		*$118,324.00*

Position Description

Total Position

$118,324.00

Pretrial Justice Specialist II.pdf

Program Code	% of Time	Total CPS	Local/Other	Fee Revenue
I24	*100.0%*	*$118,324.00*	*$0.00*	*$0.00*
Totals	*100.0%*	*$118,324.00*	*$0.00*	*$0.00*

Position

Title	Name	Hourly or Salaried?	Hourly Wage	Salary	% of salary charged to grant	Fringe Total	% of fringe charged to grant	Total hours charged to grant	Total
Pretrial & Justice Specialist II	*Leigh Fresquez*	*Salaried*		*$83,309.00*	*100.0%*	*$38,890.00*	*100.0%*		*$122,199.00*

Position Description

Total Position

$122,199.00

Pretrial Justice Specialist II.pdf

Program Code	% of Time	Total CPS	Local/Other	Fee Revenue
I24	*100.0%*	*$122,199.00*	*$0.00*	*$0.00*
Totals	*100.0%*	*$122,199.00*	*$0.00*	*$0.00*

Position

Title	Name	Hourly or Salaried?	Hourly Wage	Salary	% of salary charged to grant	Fringe Total	% of fringe charged to grant	Total hours charged to grant	Total
Pretrial & Justice Specialist II	*Juan Moncada*	*Salaried*		*$73,148.00*	*100.0%*	*$36,050.00*	*100.0%*		*$109,198.00*

Position Description

Total Position

$109,198.00

Pretrial Justice Specialist II.pdf

Program Code	% of Time	Total CPS	Local/Other	Fee Revenue
I24	*80.0%*	*$87,358.40*	*$0.00*	*$0.00*
Program Code	**% of Time**	**Total CPS**	**Local/Other**	**Fee Revenue**
C01	*20.0%*	*$21,839.60*	*$0.00*	*$0.00*
Totals	*100.0%*	*$109,198.00*	*$0.00*	*$0.00*

Position

Title	Name	Hourly or Salaried?	Hourly Wage	Salary	% of salary charged to grant	Fringe Total	% of fringe charged to grant	Total hours charged to grant	Total
Pretrial & Justice Specialist II	*Kayla Mosely*	*Salaried*		*$69,763.00*	*100.0%*	*$32,513.00*	*100.0%*		*$102,276.00*

Position Description

Total Position

$102,276.00

Pretrial Justice Specialist II.pdf

Program Code	% of Time	Total CPS	Local/Other	Fee Revenue
I24	*80.0%*	*$81,820.80*	*$0.00*	*$0.00*
Program Code	**% of Time**	**Total CPS**	**Local/Other**	**Fee Revenue**
C01	*20.0%*	*$20,455.20*	*$0.00*	*$0.00*
Totals	*100.0%*	*$102,276.00*	*$0.00*	*$0.00*

Position

Title	Name	Hourly or Salaried?	Hourly Wage	Salary	% of salary charged to grant	Fringe Total	% of fringe charged to grant	Total hours charged to grant	Total
Pretrial & Justice Specialist II	*Raven Smith*	*Salaried*		*$83,309.00*	*100.0%*	*$39,389.00*	*100.0%*		*$122,698.00*

Position Description

Total Position

$122,698.00

Pretrial Justice Specialist II.pdf

Program Code	% of Time	Total CPS	Local/Other	Fee Revenue
I24	*80.0%*	*$98,158.40*	*$0.00*	*$0.00*
Program Code	**% of Time**	**Total CPS**	**Local/Other**	**Fee Revenue**
C01	*20.0%*	*$24,539.60*	*$0.00*	*$0.00*
Totals	*100.0%*	*$122,698.00*	*$0.00*	*$0.00*

Position

Title	Name	Hourly or Salaried?	Hourly Wage	Salary	% of salary charged to grant	Fringe Total	% of fringe charged to grant	Total hours charged to grant	Total
Pretrial & Justice Specialist II	*3 FTE & 1 PTNE*	*Salaried*		*$507,478.00*	*0.0%*	*$0.00*	*0.0%*		*$0.00*

Position Description

Total Position

$0.00

Pretrial Justice Specialist II.pdf

Program Code	% of Time	Total CPS	Local/Other	Fee Revenue
I24	*100.0%*	*$0.00*	*$507,478.00*	*$0.00*
Totals	*100.0%*	*$0.00*	*$507,478.00*	*$0.00*

Position

Title	Name	Hourly or Salaried?	Hourly Wage	Salary	% of salary charged to grant	Fringe Total	% of fringe charged to grant	Total hours charged to grant	Total
Pretrial & Justice Specialist I	*Shelbie McClain*	*Salaried*		*$39,755.00*	*0.0%*	*$0.00*	*0.0%*		*$0.00*

Position Description

Total Position

$0.00

Pretrial Justice Specialist I.pdf

Program Code	% of Time	Total CPS	Local/Other	Fee Revenue
I22	*100.0%*	*$0.00*	*$39,755.00*	*$0.00*
Totals	*100.0%*	*$0.00*	*$39,755.00*	*$0.00*

Position

Title	Name	Hourly or Salaried?	Hourly Wage	Salary	% of salary charged to grant	Fringe Total	% of fringe charged to grant	Total hours charged to grant	Total
Pretrial & Justice Specialist II	*Catherine Zoss*	*Salaried*		*$41,954.00*	*0.0%*	*$0.00*	*0.0%*		*$0.00*

Position Description

Total Position

Pretrial Justice Specialist II.pdf

$0.00

Program Code	% of Time	Total CPS	Local/Other	Fee Revenue
I22	*100.0%*	*$0.00*	*$41,954.00*	*$0.00*
Totals	*100.0%*	*$0.00*	*$41,954.00*	*$0.00*

Position

Title	Name	Hourly or Salaried?	Hourly Wage	Salary	% of salary charged to grant	Fringe Total	% of fringe charged to grant	Total hours charged to grant	Total
Inmate Caseworker	*Paula Goodman*	*Salaried*		*$103,050.00*	*100.0%*	*$51,970.00*	*100.0%*		*$155,020.00*

Position Description

Total Position

$155,020.00

Inmate Caseworker.pdf

Program Code	% of Time	Total CPS	Local/Other	Fee Revenue
C01	*100.0%*	*$155,020.00*	*$0.00*	*$0.00*
Totals	*100.0%*	*$155,020.00*	*$0.00*	*$0.00*

Position

Title	Name	Hourly or Salaried?	Hourly Wage	Salary	% of salary charged to grant	Fringe Total	% of fringe charged to grant	Total hours charged to grant	Total
Inmate Caseworker	*Kara Dison*	*Salaried*		*$103,050.00*	*100.0%*	*$51,970.00*	*100.0%*		*$155,020.00*

Position Description

Total Position

$155,020.00

Inmate Caseworker.pdf

Program Code	% of Time	Total CPS	Local/Other	Fee Revenue
I24	*100.0%*	*$155,020.00*	*$0.00*	*$0.00*
Totals	*100.0%*	*$155,020.00*	*$0.00*	*$0.00*

Contractual Services
Contract

Name of Provider	Services Provided	Terms of Reimbursement
Oakland Community Health Network/Sacred Heart	*Safety From Trauma Group*	*$250 per gender specific group at two locations (4 total per week)*

Funding Sources & Cost Allocation

Program Code	CPS	Local/Other	Fee Renevue	Total
C01	*$51,250.00*	*$0.00*	*$0.00*	*$51,250.00*
Totals	*$51,250.00*	*$0.00*	*$0.00*	*$51,250.00*

Contract

Name of Provider	Services Provided	Terms of Reimbursement
Oakland County IT Department	*IT Development, computers, phone lines, building space rental, repairs, equipment rental*	*$374/quarter or $1,500/year for computer rental and $10,000 for development; $1,100 for phone usage, $50/month for fax/copier/scanner maintenance and repairs; Facilities space cost: $11/square foot x 837 feet of space*

Funding Sources & Cost Allocation

Program Code	CPS	Local/Other	Fee Renevue	Total
Administration	*$22,407.00*	*$541,238.00*	*$0.00*	*$563,645.00*
Totals	*$22,407.00*	*$541,238.00*	*$0.00*	*$563,645.00*

Contract

Name of Provider	Services Provided	Terms of Reimbursement
ADE, Inc.	*NEEDS Assessments*	*$6 per test. NEEDS assessments for statute required MAT OUIL III assessments prior to sentencing.*

Funding Sources & Cost Allocation

Program Code	CPS	Local/Other	Fee Renevue	Total
I22		*$1,500.00*	*$0.00*	
Totals	*$0.00*	*$1,500.00*	*$0.00*	*$1,500.00*

Contract

Name of Provider	Services Provided	Terms of Reimbursement
EMS Tether, Home Confinement Inc., Total Court Services	*Electronic Monitoring Services*	*Prices vary by company and equipment type. Average cost is $13.00/day; plus $100 installation fee*

Funding Sources & Cost Allocation

Program Code	CPS	Local/Other	Fee Renevue	Total
F23	*$100.00*	*$80,000.00*	*$0.00*	*$80,100.00*
Totals	*$100.00*	*$80,000.00*	*$0.00*	*$80,100.00*

Contract

Name of Provider	Services Provided	Terms of Reimbursement
OCSO Results Drug / Alcohol Testing Program	*Drug & Alcohol Testing*	*$15 per test urine drug screen, $4.00 PBT for those who are indigent and enrolled in Step Forward*

Funding Sources & Cost Allocation

Program Code	CPS	Local/Other	Fee Renevue	Total
I24	*$3,500.00*	*$0.00*	*$0.00*	*$3,500.00*
Totals	*$3,500.00*	*$0.00*	*$0.00*	*$3,500.00*

Contract

Name of Provider	Services Provided	Terms of Reimbursement
SMART Bus	*Bus passes for Step Forward program & Jail Reentry program*	*Passes vary in price and we generally order 100 at $2 and 40 at $22*

Funding Sources & Cost Allocation

Program Code	CPS	Local/Other	Fee Renevue	Total
I24	*$1,000.00*	*$0.00*	*$0.00*	*$1,000.00*

Program Code	CPS	Local/Other	Fee Renevue	Total
I24	*$1,000.00*	*$0.00*	*$0.00*	*$1,000.00*
Totals	*$2,000.00*	*$0.00*	*$0.00*	*$2,000.00*

Contract

Name of Provider	Services Provided	Terms of Reimbursement
Turning Point	*Probation residential services for misdemeanors*	*$55 (and up to $175) per day depending on assessed level of care*

Funding Sources & Cost Allocation

Program Code	CPS	Local/Other	Fee Renevue	Total
Administration		*$310,000.00*	*$0.00*	
Totals	*$0.00*	*$310,000.00*	*$0.00*	*$310,000.00*

	Total CPS	Local/Other	Fee Renevue	Total
All Contract Totals	*$79,257.00*	*$932,738.00*	*$0.00*	*$1,011,995.00*

Equipment

Program Code	CPS	Local/Other	Fee Renevue	Total	Description
Administration		*$5,125.00*	*$0.00*	*$5,125.00*	*Expendable office equipment*
Totals	*$0.00*	*$5,125.00*	*$0.00*	*$5,125.00*	

Supplies

Program Code	CPS	Local/Other	Fee Renevue	Total	Description
Administration		*$22,845.00*	*$0.00*	*$22,845.00*	*Office supplies, custodial supplies*
Totals	*$0.00*	*$22,845.00*	*$0.00*		*$22,845.00*

Travel

Program Code	CPS	Local/Other	Fee Renevue	Total	Description
Administration	*$5,000.00*	*$17,000.00*	*$0.00*	*$22,000.00*	*Conference, travel, and training for all staff (MATCP, NAPSA, Moving On, Thinking Matters, Domestic Violence*
Totals	*$5,000.00*	*$17,000.00*	*$0.00*		*$22,000.00*

Training

Program Code	CPS	Local/Other	Fee Renevue	Total	Description
				$0.00	
Totals	*$0.00*	*$0.00*	*$0.00*		*$0.00*

Board Expenses

Program Code	CPS	Local/Other	Fee Renevue	Total	Description
Administration	*$1,000.00*	*$0.00*	*$0.00*	*$1,000.00*	*CCAB expenses throughout the fiscal year*
Totals	*$1,000.00*	*$0.00*	*$0.00*		*$1,000.00*

Other

Program Code	CPS	Local/Other	Fee Renevue	Total	Description
Administration	*$1,000.00*	*$12,070.00*	*$0.00*	*$13,070.00*	*Membership dues to APPA, NAPSA, and printing expenses for the Bench Guides, etc.*

Totals	*$1,000.00*	*$12,070.00*	*$0.00*	*$13,070.00*

Proposal

Proposal

CCAB Name

Program	Program Code	Funding Request
Group-Based Programs		
Education	B00	*$0.00*
Employment	B15	*$0.00*
Cognitive	C01	*$273,104.40*
Domestic Violence	C05	*$0.00*
Sex Offender	C06	*$0.00*
Outpatient Services	G18	*$0.00*
Sub-Total		
Supervision Programs		
Pretrial Supervision	F23	*$441,402.00*
Sub-Total		
Assessment Services		
Actuarial Assessment	I22	*$0.00*
Pretrial Assessment	F22	*$598,370.00*
Sub-Total		
Case Management	I24	*$668,380.60*
Substance Abuse Testing	G17	*$0.00*
Other	Z00	*$0.00*
5 Day Housing	Z02	*$0.00*
Program Total		
Administration		
Salary & Wages		*$190,779.00*
Contractual Services		*$22,407.00*
Equipment		*$0.00*
Supplies		*$0.00*
Travel		*$5,000.00*
Training		*$0.00*
Board Expenses		*$1,000.00*
Other		*$1,000.00*
Administration Total		
Total Funding Request		

Reserved Funding	Approved Funding	Applied Admin %	Approved Admin %

OAKLAND COUNTY MICHIGAN
BOARD OF COMMISSIONERS

AGENDA ITEM: Memorandum of Understanding with the United States Capitol Police for Security Services for Members of Congress
DEPARTMENT: Sheriff's Office
MEETING: Public Health & Safety Committee
DATE: Tuesday, June 2, 2026 10:30 AM - Click to View Agenda

ITEM SUMMARY SHEET

COMMITTEE REPORT TO BOARD

Resolution #2026-6591
Motion to approve the attached Memorandum of Understanding with the United States Capitol Police for Security Services for Members of Congress.

ITEM CATEGORY	SPONSORED BY
Contract	Penny Luebs

INTRODUCTION AND BACKGROUND

As part of their mission, the United States Capitol Police (USCP) partners with law enforcement agencies nationwide to support the security of Members of Congress while they are in their home districts and during official travel throughout the United States. This MOU establishes a framework that allows for financial reimbursement to Oakland County should assistance be provided at the request of the USCP. Participation is entirely voluntary and does not obligate the Oakland County Sheriff's Office to provide resources, nor does it commit the USCP to reimbursement without prior coordination and approval. The intent is simply to establish points of contact, reimbursement procedures, and administrative requirements in advance should a need arise.

POLICY ANALYSIS

- If a request for service is fulfilled, the OCSO would be reimbursed via the 2025 - 2027 Overtime Rates established via resolution #2024-4635.
- The USCP Office of Protective and Intelligence Operations (P&IO) has the statutory requirement pursuant to 2 U.S.C. §1966 to protect the Members of Congress when security considerations so require. In order to fulfill this responsibility, P&IO requires augmentation of its capabilities in the form of law enforcement support within the Partner Agency's jurisdiction.
- The purpose of this MOU is to set forth the terms by which the USCP will reimburse the Partner Agency for the protective services specified in Section IV(A), such services to commence on the date the MOU is fully executed. In instances in which Partner Agency services must be provided prior to full execution of this MOU, USCP will consider the return of this form with fields 1a, 2a, and 3a completed as a good-faith effort to proceed towards full execution, such that those services will be eligible for reimbursement once the MOU is finalized.
- This MOU does not obligate the Partner Agency to provide resources at USCP's request.
- This MOU does not obligate USCP to reimburse the Partner Agency for protective services provided without direct coordination with USCP. Assets and resources provided by the

OCSO to support USCP for the hours requested are eligible for reimbursement, provided coordination was directly conducted with USCP. Congressional staff are not authorized to guarantee reimbursement through the USCP MOU program. The USCP shall promptly pay all invoices submitted by the Partner Agency for services provided pursuant to this MOU. However, the USCP will not reimburse the salary costs for any backfill that may be required by the agency. Expenditure on equipment requires specific approval from USCP prior to purchase, if reimbursement is sought.

- This MOU is an agreement between the Parties and is not intended and should not be construed to create or confer any other person or entity any right or benefit, substantive or procedural, enforceable at law or otherwise against the Partner Agency, USCP, or any state, locality, or other entity.

FISCAL IMPACT: No Budget Amendment Needed

Committee members can contact Breanne Progar, Analyst at 248.701.6874 or progarb@oakgov.com or the department contact persons listed for additional information.

CONTACT

Timothy Willis, Undersheriff
Gaia Piir, Fiscal Officer

ITEM REVIEW TRACKING

Katie West, Sheriff's Office	Created/Initiated - 5/11/2026
Katie West, Sheriff's Office	Approved - 5/11/2026
Gaia Piir, Sheriff's Office	Approved - 5/12/2026
Breanne Progar, Board of Commissioners	Approved - 5/15/2026
Tochukwu Onyenero, Fiscal Services	Approved - 5/18/2026
Diana McBroom, Risk Management	Approved - 5/18/2026
Solon Phillips, Corporation Counsel	Approved - 5/19/2026
Sheryl Johnson, Board of Commissioners	Approved - 6/2/2026
Breanne Progar, Board of Commissioners	Approved - 6/2/2026
Penny Luebs, Board of Commissioners	Final Approval - 6/2/2026

AGENDA DEADLINE: 05/19/2026 4:30 PM

ATTACHMENTS

1. USCP Standard MOU - version 3.2 (004)
2. MOU FAQs - version 3.2

COMMITTEE TRACKING

2026-06-02 Public Health & Safety - Recommend to Board
2026-06-11 Full Board

Motioned by: Commissioner Michael Spisz
Seconded by: Commissioner Angela Powell

Yes: Ann Erickson Gault, Michael Gingell, Marcia Gershenson, Penny Luebs, Angela Powell, Michael Spisz, Linnie Taylor (7)
No: None (0)
Abstain: None (0)

Absent: (0)
Passed

Please fill in all blank fields on this form. Absence of information may cause delay in processing.

MEMORANDUM OF UNDERSTANDING WITH THE UNITED STATES CAPITOL POLICE

1. Parties	1a. Oakland County Sheriff's Office *Herein "Partner Agency"*	1b. United States Capitol Police
2. Jurisdiction • **City** • **County** • **State** • **Institution (if applicable)**	**2a.** Oakland County MI	**2b.** The USCP is a federal law enforcement agency under the Legislative Branch of Government. It is the mission of the USCP to protect the Congress – its Members, employees, visitors, and facilities – so it can fulfill its constitutional and legislative responsibilities in a safe, secure and open environment.
3. Point of Contact (POC) • **Name** • **Title** • **Address** • **Email** • **Phone Number**	**3a.** Russell Yeiser Major 1200 N. Telegraph, Bldg 38 East. Pontiac MI 48341 Yeiserr@oakgov.com 248-858-4970	**3b.** Jeanita Mitchell Acting Assistant Chief of Police for Protective and Intelligence Operations United States Capitol Police 119 D Street, NE Washington, DC 20510 Jeanita.Mitchell@uscp.gov (C) 202-384-8720
IN WITNESS WHEREOF, the parties hereto have executed this MOU as follows		
4. Authorizing Official • **Name** • **Title**	**4a.** *Insert name and title of an official who has signatory authority for your agency.*	**4b.** Michael G. Sullivan Chief of Police United States Capitol Police
5. Authorizing Official's Signature	**5a.**	**5b.**
6. Date of Authorizing Officials' Signature	**6a.**	**6b.**

Terms & Conditions

I. INTRODUCTION

This Memorandum of Understanding ("MOU") is entered into by and between the United States Capitol Police ("USCP") and the Partner Agency, collectively referred to as the "Parties," for the purpose of reimbursing the Partner Agency for agreed upon law enforcement services.

II. BACKGROUND

The USCP Office of Protective and Intelligence Operations (P&IO) has the statutory requirement pursuant to 2 U.S.C. §1966 to protect the Members of Congress when security considerations so require. In order to fulfill this responsibility, P&IO requires augmentation of its capabilities in the form of law enforcement support within the Partner Agency's jurisdiction.

III. PURPOSE

A. The purpose of this MOU is to set forth the terms by which the USCP will reimburse the Partner Agency for the protective services specified in Section IV(A), such services to commence on the date the MOU is fully executed. In instances in which Partner Agency services must be provided prior to full execution of this MOU, USCP will consider the return of this form with fields 1a, 2a, and 3a completed as a good faith effort to proceed towards full execution such that those services will be eligible for reimbursement once the MOU is finalized.

B. This MOU does not obligate the Partner Agency to provide resources at USCP's request.

C. This MOU does not obligate USCP to reimburse the Partner Agency for protective services provided without direct coordination with USCP.

D. This MOU is an agreement between the Parties and is not intended and should not be construed, to create or confer any other person or entity any right or benefit, substantive or procedural, enforceable at law or otherwise against the Partner Agency, USCP, or any state, locality, or other entity.

IV. RESPONSIBILITIES OF THE PARTNER AGENCY UNDER THIS MOU

A. Upon request from USCP, and agreement by the Partner Agency, based on available resources, the Partner Agency shall provide support and enhancements to the USCP protective mission for Congressional events and/or USCP protective operations occurring in the Partner Agency's jurisdiction. Services may involve the expenditure of overtime by the Partner Agency. During the events and/or protective operations, the Partner Agency shall maintain routine communications with USCP leadership as necessary.

B. The Partner Agency agrees to provide the USCP with a summary of expenses incurred in connection with the Partner Agency's provision of services requested by the USCP. This summary will be consistent with the format for record keeping provided by the USCP. Upon request, the Partner Agency agrees to make available to USCP accounting records related to services provided under this MOU and that such records may be subject to audit and examination. The Partner Agency will direct correspondence related to reimbursement to USCP and no other party.

C. The Partner Agency will secure prior, explicit approval for any expenditure on equipment incurred while supporting USCP requests and where reimbursement will be sought.

D. The Partner Agency will provide advance notice to USCP of any third-party law enforcement agency it engages to support a USCP request unless there are exigent circumstances. Third-party agencies cannot be directly reimbursed by USCP through this MOU and must seek reimbursement through the Partner Agency.

E. The Partner Agency will submit invoices within 60 days of having provided the relevant services/support to ensure payment.

V. RESPONSIBILITIES OF USCP UNDER THIS MOU

A. The USCP agrees to provide the necessary funds due to the Partner Agency as part of this MOU between both parties. The USCP shall promptly pay all invoices submitted by the Partner Agency regarding services provided pursuant to this MOU, but will not reimburse for the salary of any backfill required by the agency.

B. The USCP agrees to bear its own costs in relation to this MOU.

VI. DURATION OF THIS MOU

This MOU will continue in force until it is terminated by either party. Either party may terminate this MOU after giving 30 days' written notice to the other Party.

VII: FUNDING

No provision of this MOU shall be interpreted to require obligation or payment of funds in violation of the Anti-Deficiency Act, 31 U.S.C. § 1341. Reimbursements and expenditures under this MOU shall be subject to the USCP's budgetary processes and to the availability of funds.

VIII: SEVERABILITY

Nothing in this MOU shall be construed to conflict with current law. If a term of this MOU is inconsistent with such authority, that term shall be invalid to the extent of the inconsistency. The remainder of that term and all other terms of this MOU shall remain in effect.

IX: MODIFICATIONS

The terms and conditions of this MOU may be modified only upon prior written agreement by the Parties.

X: MISCELLANEOUS

The Parties shall comply with all applicable laws, rules, and regulations.

USCP MOU Frequently Asked Questions

A Partner Agency that returns the Standard Memorandum of Understanding (MOU) with the date and Sections 1a., 2a., and 3a. completed may consider the MOU process with the United States Capitol Police (USCP) to be initiated such that the costs associated with providing law enforcement services to support a USCP request are eligible to be reimbursed. The actual disbursement of funds, however, will require the finalization of the MOU.

Where do I send the MOU?

The MOU should be returned via email to MOU@uscp.gov.

What types of services are reimbursable?

Assets and resources provided by your agency to support USCP for the hours requested are eligible for reimbursement, provided coordination was directly conducted with USCP. Congressional staff are not authorized to guarantee reimbursement through the USCP MOU program.

The USCP shall promptly pay all invoices submitted by the Partner Agency for services provided pursuant to this MOU. However, the USCP will not reimburse the salary costs for any backfill that may be required by the agency. Expenditure on equipment requires specific approval from USCP prior to purchase, if reimbursement is sought.

Who can be reimbursed?

Only the law enforcement agency from which USCP requested assistance, and that has entered into an MOU with USCP, may be directly reimbursed. USCP cannot provide reimbursement to private companies for security services.

What if I need an additional law enforcement agency to support a USCP request?

If you need to engage an additional law enforcement agency to support a USCP request, you must provide USCP with advance notice, unless exigent circumstances exist. That agency must seek reimbursement through your agency. Your agency may then pass the cost of that reimbursement to USCP in accordance with the provisions within the MOU.

How do I submit for reimbursement?

When MOU is fully executed and returned to your agency, the USCP will also provide a **vendor enrollment form** and a **blank invoice form** to your agency.

- The **vendor enrollment form** is required to register your agency for payments and must be returned to the USCP.
- The **blank invoice form** must be used to itemize and total your reimbursement and returned to the USCP.

Once your agency has completed the USCP requested support/services, the agency Point of Contact (POC) should fill out the blank invoice form with the following information:

- Agency name and address.
- An invoice number.
- The date(s) services were rendered and the event.
- A list of officers, associated hours, salary rate, date, and total cost.

The invoice should be billed to:

United States Capitol Police
119 D Street, NE
Washington, DC 20510

Invoices must be submitted **via email only** to MOU@uscp.gov.

How and when will reimbursement be issued?

Reimbursement will only be initiated after services in support of a USCP request have been provided.

Payment will be issued in the form of a paper check or ACH direct deposit. Payment will only be processed to an agency with a fully executed MOU; no payments will be made directly to individual officers or third-party vendors. While services may be eligible for reimbursement upon initiation of the MOU process, payment can only be issued once the MOU has been fully executed by both agencies.

After your POC (1) returns the vendor enrollment form and (2) sends an invoice, you can expect reimbursement in 30-60 days, provided the MOU has been fully executed.

What if my agency wants to make edits to the Standard USCP MOU?

Any law enforcement partner willing to enter an MOU with USCP but would like to request changes to the Standard MOU, can email MOU@uscp.gov. We will connect you with our Office of General Counsel for further review and processing.

What if I have additional questions?

You can reach our team an MOU@uscp.gov.

OAKLAND COUNTY MICHIGAN
BOARD OF COMMISSIONERS

AGENDA ITEM: Amendment #1 to the FY 2026 Emergency Response Support Program for the Rochester Hills Splash Pad Shooting from Oakland County Health Network
DEPARTMENT: Sheriff's Office
MEETING: Public Health & Safety Committee
DATE: Tuesday, June 2, 2026 10:30 AM - Click to View Agenda

ITEM SUMMARY SHEET

COMMITTEE REPORT TO BOARD

Resolution #2026-6589
Motion to approve amendment #1 to the FY 2026 Emergency Response Support Program for the Rochester Hills Splash Pad Shooting from Oakland County Health Network to return grant funding in the amount of $331,604; further, delete one (1) SR FTE Dispatch Specialist position (P00017627) in the Sheriff's Office, Emergency Response and Preparedness Division (#4030501); further amend the FY 2026-FY 2028 budget as shown in the attached Schedule A.

ITEM CATEGORY	SPONSORED BY
Grant	Penny Luebs

INTRODUCTION AND BACKGROUND

The Oakland County Sheriff's Office (OCSO) was awarded $331,604 in federal pass-through funding for emergency response support for the Rochester Hills Splash Pad shooting for the period October 1, 2025, through September 30, 2026. Grant funding was authorized to create one (1) Special Revenue (SR) full-time eligible (FTE) Dispatch Specialist position in the Sheriff's Office, Emergency Response and Preparedness Division (#4030501) to be assigned to a Peer Support role and assist OCSO staff experiencing mental health challenges in the wake of the June 2024 mass shooting at the Brooklands Plaza Splash Pad in Rochester Hills. The grant agreement also authorized the purchase of a digital mental wellness platform designed to support first responders by providing proactive, confidential, and culturally competent mental health care.

Due to hiring constraints for the Dispatch Specialist position and time limitations for bidding/executing a contract for a digital mental wellness platform, it was determined that the Sheriff's Office would not be able to utilize the funds within the grant period. One (1) SR FTE Dispatch Specialist position (P00017627) in the Sheriff's Office, Emergency Response and Preparedness Division (#4030501) was created for this grant, but remains vacant and will be deleted.

POLICY ANALYSIS

- HR action would be needed for the deletion of one (1) position.
- Grant funding was accepted via resolution #2025-6034, in the amount of $331,604 for the period October 1, 2025, through September 30, 2026. The OCSO will not be utilizing any of this funding.

- OCHN is currently working with the Michigan Department of Health and Human Services to develop an agreeable amendment to reallocate the funds in order to support the Rochester Hills Community.

FISCAL IMPACT: Budget Amendment Attached

Committee members can contact Breanne Progar, Analyst at 248.701.6874 or progarb@oakgov.com or the department contact persons listed for additional information.

CONTACT

Timothy Willis, Undersheriff
Gaia Piir, Fiscal Officer

ITEM REVIEW TRACKING

Katie West, Sheriff's Office	Created/Initiated - 5/11/2026
Katie West, Sheriff's Office	Approved - 5/11/2026
Gaia Piir, Sheriff's Office	Approved - 5/12/2026
Breanne Progar, Board of Commissioners	Approved - 5/15/2026
Tochukwu Onyenero, Fiscal Services	Approved - 5/18/2026
Diana McBroom, Risk Management	Approved - 5/18/2026
Solon Phillips, Corporation Counsel	Approved - 5/26/2026
Sheryl Johnson, Fiscal Services	Approved - 6/1/2026
Breanne Progar, Board of Commissioners	Approved - 6/1/2026
Penny Luebs, Board of Commissioners	Final Approval - 6/1/2026

AGENDA DEADLINE: 05/19/2026 4:30 PM

ATTACHMENTS

1. Sch A-FY2026 Emergency Response Support - Rochester Splash Pad Shooting - deletion
2. Grant Review Sign-Off
3. Fw_ SERG Grant - OCHN_OCSO (Rochester Hills Splash Pad Incident_Peer Support)

COMMITTEE TRACKING

2026-06-02 Public Health & Safety - Forward to Finance
2026-06-03 Finance - Recommend to Board
2026-06-11 Full Board

Motioned by: Commissioner Michael Spisz
Seconded by: Commissioner Angela Powell

Yes: Ann Erickson Gault, Michael Gingell, Marcia Gershenson, Penny Luebs, Angela Powell, Michael Spisz, Linnie Taylor (7)
No: None (0)
Abstain: None (0)
Absent: (0)
Passed

Oakland County, Michigan

SHERIFF'S OFFICE - FY2026 Emergency Response Support - Rochester Splash Pad Shooting - Amendment #1 - Deletions of Position

Schedule "A" DETAIL

R/E	Fund Name	Division Name	Fund # (FND)	Cost Center (CCN) #	Account # (RC/SC)	Program # (PRG)	Grant ID (GRN) #	Project ID # (PROJ)	Region (REG)	Budget Fund Affiliate (BFA)	Ledger Account Summary	Account Title	FY 2026 Amendment	FY 2027 Amendment	FY 2028 Amendment
R	Law Enforcement Grants	Sheriff Emergency Response and Preparedness Administration	FND11005	CCN4030501	RC610313	PRG110110	GRN-1004817				610000	Federal Operating Grants	$ (331,604.00)	$ (331,604.00)	$ (331,604.00)
												Total Revenue	**$ (331,604.00)**	**$ (331,604.00)**	**$ (331,604.00)**
E	Law Enforcement Grants	Sheriff Emergency Response and Preparedness Administration	FND11005	CCN4030501	SC702010	PRG110110	GRN-1004817				702000	Salaries	$ (77,292.00)	$ (77,292.00)	$ (77,292.00)
E	Law Enforcement Grants	Sheriff Emergency Response and Preparedness Administration	FND11005	CCN4030501	SC712020	PRG110110	GRN-1004817				702000	Overtime	(10,000.00)	(10,000.00)	(10,000.00)
E	Law Enforcement Grants	Sheriff Emergency Response and Preparedness Administration	FND11005	CCN4030501	SC722900	PRG110110	GRN-1004817				722000	Fringe Benefit Adjustments	(41,888.00)	(41,888.00)	(41,888.00)
E	Law Enforcement Grants	Sheriff Emergency Response and Preparedness Administration	FND11005	CCN4030501	SC731941	PRG110110	GRN-1004817				730000	Training	(22,000.00)	(22,000.00)	(22,000.00)
E	Law Enforcement Grants	Sheriff Emergency Response and Preparedness Administration	FND11005	CCN4030501	SC731346	PRG110110	GRN-1004817				730000	Personal Mileage	(3,000.00)	(3,000.00)	(3,000.00)
E	Law Enforcement Grants	Sheriff Emergency Response and Preparedness Administration	FND11005	CCN4030501	SC778675	PRG110110	GRN-1004817				770000	Telephone Communications	(772.00)	(772.00)	(772.00)
E	Law Enforcement Grants	Sheriff Emergency Response and Preparedness Administration	FND11005	CCN4030501	SC774636.	PRG110110	GRN-1004817				770000	Info Tech Operations	(176,652.00)	(176,652.00)	(176,652.00)
												Total Expenses	**$ (331,604.00)**	**$ (331,604.00)**	**$ (331,604.00)**

GRANT REVIEW SIGN-OFF – Sheriff's Office

GRANT NAME: FY 2026 Emergency Response Support - Rochester Splash Pad Shooting AWD00726
FUNDING AGENCY: United States Department of Health and Human Services
DEPARTMENT CONTACT PERSON: Captain Todd Hill
STATUS: Grant Amendment (Greater than $10,000) Position deletion
DATE: 05/11/2026

Original Resolution: 2025-6034

Please be advised that the captioned grant materials have completed internal grant review. Below are the returned comments.

The Board of Commissioners' liaison committee resolution and grant amendment package (which should include this sign-off email and the grant amendment documentation) should be downloaded into Civic clerk and placed on the next agenda(s) of the appropriate Board of Commissioners' committee(s) for grant acceptance by Board resolution.

DEPARTMENT REVIEW

Approved	05/01/2026 09:53:46 AM		Hailey Matthews (28332) (Grant Review Departments)	1	Hailey Matthews: Approved by Human Resources. This amendment deletes one position. HR action is needed.
Approved	05/04/2026 02:02:23 PM		Robert Erlenbeck (27643) (Grant Review Departments)	1	Robert Erlenbeck: Agreement allows the County to self-insure and removes additional insured requirement.
Approvers Added	05/05/2026 08:17:15 AM		Kate Alexander (29532) (Grant Review Departments)	1	Kate Alexander: CC Assigned Attorney: Brad Benn; CC File #2026-0652
Approved	05/05/2026 08:17:15 AM		Kate Alexander (29532) (Grant Review Departments)	1	
Approved	05/05/2026 11:07:58 AM		Bradley Benn (23874)	1	Bradley Benn: I have reviewed the supplied documents and see no legal issues.
Approved	05/11/2026 08:35:56 AM		Sheryl Johnson (41706) on behalf of Shannon Lee (29084) (Grant Review Departments)	1	

From: West, Katie
To: Keyes-Bowie, Tifanny B
Subject: Fw: SERG Grant - OCHN/OCSO (Rochester Hills Splash Pad Incident/Peer Support)
Date: Friday, May 1, 2026 9:26:58 AM
Attachments: image001.png

Get Outlook for iOS

From: O'Reilly, Leslie (DHHS) <oreillyl@michigan.gov>
Sent: Thursday, April 16, 2026 1:39 PM
To: Hill, Todd <hillt@oakgov.com>; Hausermann, Krista (DHHS) <HausermannK@michigan.gov>; Newman, Caitlin (DHHS-Contractor) <NewmanC5@michigan.gov>; Leigha Filips <lfilips@mphi.org>
Cc: Bailey, Krista (DHHS) <BaileyK4@michigan.gov>; Hatter, Andre Stephon <hattera@oakgov.com>; West, Katie <westca@oakgov.com>; Cross, Talishe (DHHS) <CrossT9@michigan.gov>; Pasini, Bryan M <pasinib@oakgov.com>; Smith, Rob <smithrd@oakgov.com>; Coker, Beth (DHHS) <CokerB2@michigan.gov>; Spada, Robert (DHHS-Contractor) <SpadaR@michigan.gov>
Subject: RE: SERG Grant - OCHN/OCSO (Rochester Hills Splash Pad Incident/Peer Support)

CAUTION: This message is from a sender outside of the Oakland County organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Capt. Hill: Thank you for confirming the information about the SERG grant. I have copied our MDHHS Behavioral Health Staff.

From: Hill, Todd <hillt@oakgov.com>
Sent: Thursday, April 16, 2026 1:32 PM
To: O'Reilly, Leslie (DHHS) <oreillyl@michigan.gov>; Spada, Robert (DHHS-Contractor) <SpadaR@michigan.gov>; Cross, Talishe (DHHS) <CrossT9@michigan.gov>
Cc: Bailey, Krista (DHHS) <BaileyK4@michigan.gov>; Hatter, Andre Stephon <hattera@oakgov.com>; West, Katie <westca@oakgov.com>; Pasini, Bryan M <pasinib@oakgov.com>; Smith, Rob <smithrd@oakgov.com>; Coker, Beth (DHHS) <CokerB2@michigan.gov>
Subject: SERG Grant - OCHN/OCSO (Rochester Hills Splash Pad Incident/Peer Support)

CAUTION: This is an External email. Please report suspicious emails via the "Report to Abuse" button in Outlook

Leslie, this is to confirm that the Sheriff's Office has not used any and will not be able to any of the SERG Grant dollars due to staffing constraints and the time needed for RFP and implementation of the Wellness Application Tool. This isn't a normal way in which we facilitate

grant awards and anticipate having staffing issue in hand by late Fall 2026.



DEFENDING OAKLAND SINCE 1820



CAPTAIN TODD HILL

HOMELAND SECURITY, WELLNESS & PROFESSIONAL DEVELOPMENT DIVISION

1200 N. TELEGRAPH RD., BLDG. 38E
PONTIAC, MI 48341
OFFICE: 248-858-5417 CELL: 248-867-0193
EMAIL: HILLT@OAKGOV.COM
WEB: WWW.OAKLANDSHERIFF.COM

OAKLAND COUNTY SHERIFF'S OFFICE

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OAKLAND COUNTY MICHIGAN
BOARD OF COMMISSIONERS

AGENDA ITEM: Amendment #3 to the Interlocal Agreement with Oakland Community Health Network for Jail Alliance with Support Program
DEPARTMENT: Sheriff's Office
MEETING: Public Health & Safety Committee
DATE: Tuesday, June 2, 2026 10:30 AM - Click to View Agenda

ITEM SUMMARY SHEET

COMMITTEE REPORT TO BOARD

Resolution #2026-6590
Motion to approve amendment #3 to the Interlocal Agreement with Oakland Community Health Network for Jail Alliance with Support Program in the amount not to exceed $147,449 for the period October 1, 2026, through September 30, 2027; further, authorize the Chair of the Board of Commissioners to execute the attached agreement; further, amend the FY 2027 budget as detailed in the attached Schedule A.

ITEM CATEGORY	SPONSORED BY
Grant	Penny Luebs

INTRODUCTION AND BACKGROUND

The Oakland County Sheriff's Office is extending the existing interlocal agreement with the Oakland County Health Network (OCHN) for the Jail Alliance with Support (JAWS) Program for the period October 1, 2026 through September 30, 2027. The JAWS program seeks to divert offenders with mental health needs from custody to more appropriate community-based resources. The OCHN will reimburse the County in the amount not to exceed $147,449 for one (1) full-time eligible (FTE) Inmate Caseworker position (#06577) to offer mental health services to inmates having serious and persistent mental illnesses.

POLICY ANALYSIS

- Amendment #3 will continue to support one (1) GF/GP full-time eligible (FTE) Inmate Caseworker position (#4030301 – 06577); continuation of this position is contingent upon continued reimbursement funding.
- The County will be compensated for actual allowable costs incurred for the Inmate Caseworker position for FY 2027, up to $147,449.00. To ensure timely payment, the County shall invoice OCHN for the full amount and direct the invoice to the attention of OCHN's Chief Financial Officer no later than October 20, 2027.
- Amendment #2 was approved via resolution #2025-5685, which authorized the amount not-to-exceed $138,411 for the period of October 1, 2025, through September 30, 2026 and sunsetted two (2) GF/GP part-time non-eligible (PTNE) 1,000 hours per year Inmate Caseworker positions (#4030301 - 11611 and 11612) on September 30, 2025.
    - Due to budgetary constraints, OCHN was no longer able to fund the two (2) part-time Caseworker positions beyond September 30, 2025. The program was placed on a brief hold on October 1, 2026, to make administrative adjustments due to the deletion

of the two (2) Caseworkers. The program resumed on February 9, 2026. The impacts of these deletions are as follows; (1) all tasks previously assigned to the FTE JAWS Caseworker are now filtered to the GF Caseworkers, (2) the FTE JAWS Caseworker has absorbed all the duties and responsibilities previously assigned to the two (2) PTNE Caseworkes, increasing their duties and responsibilities, that were already at capacity, (3) tasks may be delayed if the JAWS Caseworker utilizes any leave time OR the primary duties of the GF Caseworker takes priority, (4) It is anticipated that recidivism rates may increase because not as many participants will benefit from the program, however, this data has not yet been studied (Prior to staffing cuts, the JAWS program recidivism rate averaged at 3% annually).

FISCAL IMPACT: Budget Amendment Attached

Committee members can contact Breanne Progar, Analyst at 248.701.6874 or progarb@oakgov.com or the department contact persons listed for additional information.

CONTACT

Timothy Willis, Undersheriff
Gaia Piir, Fiscal Officer

ITEM REVIEW TRACKING

Katie West, Sheriff's Office	Created/Initiated - 5/19/2026
Katie West, Sheriff's Office	Approved - 5/19/2026
Gaia Piir, Sheriff's Office	Approved - 5/19/2026
Breanne Progar, Board of Commissioners	Approved - 5/20/2026
Tochukwu Onyenero, Fiscal Services	Approved - 5/20/2026
Diana McBroom, Risk Management	Approved - 5/20/2026
Solon Phillips, Corporation Counsel	Approved - 5/21/2026
Sheryl Johnson, Management and Budget	Approved - 5/22/2026
Breanne Progar, Board of Commissioners	Approved - 5/29/2026
Penny Luebs, Board of Commissioners	Final Approval - 5/30/2026

AGENDA DEADLINE: 05/19/2026 4:30 PM

ATTACHMENTS

1. Sch A -FY27 OCHN JAWS Interlocal Agreemt- Amendmt#3
2. Grant Review Sign-Off
3. 2024-1807-3 Oak Co JAWS clean

COMMITTEE TRACKING

2026-06-02 Public Health & Safety - Forward to Finance
2026-06-03 Finance - Recommend to Board
2026-06-11 Full Board

Motioned by: Commissioner Michael Spisz
Seconded by: Commissioner Angela Powell

Yes: Ann Erickson Gault, Michael Gingell, Marcia Gershenson, Penny Luebs, Angela Powell, Michael Spisz, Linnie Taylor (7)
No: None (0)

Abstain: None (0)
Absent: (0)
Passed

Oakland County, Michigan

SHERIFF'S OFFICE – INTERLOCAL AGREEMENT WITH OAKLAND COMMUNITY HEALTH NETWORK (OCHN) FOR JAIL ALLIANCE WITH SUPPORT (JAWS) PROGRAM- AMENDMENT FOR FY2027

Schedule "A" DETAIL

R/E	Fund Name	Division Name	Fund # (FND)	Cost Center (CCN) #	Account # (RC/SC)	Program # (PRG)	Grant ID (GRN) #	Project ID # (PROJ)	Region (REG)	Fund Affiliate (BFA)	Ledger Account Summary	Account Title	FY 2026 Amendment	FY 2027 Amendment	FY 2028 Amendment
R	General Fund Grants	Sheriff Corrective Services	FND10101	CCN4030301	RC631799	PRG112650	GRN-1004244				630000	Reimb. Contracts		$ 147,449	$ -
												Total Revenues	$ -	$ 147,449	$ -
E	General Fund-Grants	Sheriff Corrective Services Ac	FND10101	CCN4030301	SC702010	PRG112650	GRN-1004244				702000	Salaries		$ 95,726	
E	General Fund-Grants	Sheriff Corrective Services Ac	FND10101	CCN4030301	SC722900	PRG112650	GRN-1004244				722000	Fringe Benefit Adjustments		$ 51,723	
												Total Expenditures	**$ -**	**$ 147,449**	**$ -**

GRANT REVIEW SIGN-OFF – Sheriff's Office

GRANT NAME: FY 2024 JAWS Program Grant AWD00388
FUNDING AGENCY: Oakland Community Health Network
DEPARTMENT CONTACT PERSON: Jodi Barrigan 248-858-4034
STATUS: Grant Amendment #3 (Greater than 15% or $10,000 of the award amount) Salary Impact
DATE: 05/21/2026

Original Resolution: #2024-4453

Please be advised that the captioned grant materials have completed the internal grant review. Below are the comments returned.

The Board of Commissioners' liaison committee resolution and grant acceptance package (which should include this sign-off email and the grant agreement/contract with related documentation) should be downloaded into Civic Clerk to be placed on the next agenda(s) of the appropriate Board of Commissioners' committee(s) for grant acceptance by Board resolution.

DEPARTMENT REVIEW

Approved	05/13/2026 11:32:26 AM		Heather Mason (14906) on behalf of Hailey Matthews (28332) (Grant Review Departments)	1	Heather Mason on behalf of Hailey Matthews: Approved - No HR action needed. Continues one (1) GF/GP FTE Inmate Caseworker position P00006577
Approved	05/13/2026 04:45:40 PM		Robert Erlenbeck (27643) (Grant Review Departments)	1	Robert Erlenbeck: Agreement allows the County to self-insure.
Approvers Added	05/14/2026 09:57:21 AM		Kate Alexander (29532) (Grant Review Departments)	1	Kate Alexander: CC Assigned Attorney: Mary Ann Jerge; CC File #2026-0726
Approved	05/14/2026 09:57:21 AM		Kate Alexander (29532) (Grant Review Departments)	1	
Approved	05/18/2026 08:52:33 AM		Mary Ann Jerge (30358)	1	
Approved	05/19/2026 11:08:33 AM		Shannon Lee (29084) (Grant Review Departments)	1	

FY2027

INTERLOCAL AGREEMENT FOR THE JAWS PROGRAM

BETWEEN

COUNTY OF OAKLAND AND

OAKLAND COMMUNITY HEALTH NETWORK

AMENDMENT #3

OCHN #2024-1807-JUS AMENDMENT #3

The Parties, **COUNTY OF OAKLAND** ("County") and **OAKLAND COUNTY COMMUNITY HEALTH NETWORK** ("OCHN"), agree and acknowledge that the purpose of this Amendment is to modify as provided herein and otherwise continue the present relationship between the Parties as described in their current Jail Alliance With Support (JAWS) Program Agreement ("Agreement").

This Amendment #3 shall take effect on October 1, 2026 and shall extend the terms of the Agreement through September 30, 2027 or is terminated by any of the Parties pursuant to section 11 of this Agreement.

In consideration of the mutual promises, representations, assurances, agreements and provisions in the Agreement and this Amendment the adequacy of which is hereby acknowledged by the Parties, the Parties agree to amend the Agreement as follows:

1. The Agreement shall reflect fiscal year "2027" in the title of the Agreement;

2. Section 4 Term and Renewal of the Agreement shall be amended to start on October 1, 2023 and shall remain in effect until September 30, 2027.

3. Exhibit II Section 1 shall be amended to the following:

    1. OCHN shall fund the County in a NOT TO EXCEED (NTE) amount for the following:

        - **$124,270.00** for the cost of one (1) **full-time eligible Inmate Caseworker**, including full-time fringe benefits, for the period of October 1, 2023 through September 30, 2024; **$132,571.00** for one (1) **full-time eligible Inmate Caseworker**, including full-time benefits for the period of October 1, 2024 through September 30, 2025; **$138,411.00** for one (1) **full-time eligible Inmate Caseworker**, including full-time benefits for the period of October 1, 2025 through September 30, 2026; and $147,449.00 for one (1) full-time eligible Inmate Caseworker, including full-time benefits for the period of October 1, 2026 through September 30, 2027.

        - **$78,124.00 ($40,885.00 and $37,239.00)** for the cost of two (2) **part-time non-**

eligible Inmate Caseworkers including the following fringe benefits: 1) FICA; 2) Unemployment; 3) Workers Comp; and 4) Retirement Contribution for Health Savings Accounts, for the period of October 1, 2023 through September 30, 2024; and **$86,196.00 ($44,820.00 and $41,376.00)** for the cost of two (2) **part-time non-eligible Inmate Caseworkers including the same above noted fringe benefits 1 – 4** for the period of October 1, 2024 through September 30, 2025.Funding for the two (2) **part-time non-eligible Inmate Caseworkers is not included** for the period of October 1, 2025 through September 30, 2026.

4. Exhibit II Section 2 shall be amended to the following:

    - The County will be compensated for actual allowable costs incurred for the Inmate Caseworker position for FY2027 up to $147,449.00. To ensure timely payment, the County shall invoice OCHN for the full amount and direct the invoice to the attention of OCHN's Chief Financial Officer no later than October 20, 2027.

5. Exhibit II Section 5 is removed from the Agreement.

6. All other terms of the Agreement remain in full force and effect through the date of September 30, 2026.

The Parties, by signing below, enter into this Interlocal Agreement for the JAWS Program in the Oakland County Jail.

FOR THE OAKLAND COMMUNITY HEALTH NETWORK:

_____ Date:_____

Trisha Zizumbo
Chief Operating Officer / Deputy Executive Director

_____ Date: _____

Richard Carpenter Chief Financial Officer

FOR COUNTY OF OAKLAND:

_____ Date:_____

David T. Woodward, Chairperson
Oakland County Board of Commissioners

OAKLAND COUNTY MICHIGAN
BOARD OF COMMISSIONERS

June 2, 2026

COMMITTEE REPORT TO BOARD
RESOLUTION #2026-6434

Appointment to the Land Bank Authority
Sponsored By:
Brendan Johnson, Commissioner

Chair, the Legislative Affairs & Government Operations Committee recommends the following Board action:

to reappoint Martin Manna, as a county resident representative, to the Land Bank Authority for a three-year term beginning August 18, 2026, and ending August 17, 2029.

COMMITTEE TRACKING
2026-06-02 Legislative Affairs & Government Operations - Recommend the reappointment of Martin Manna, county resident, and Authorize to Advertise the Township Official vacancy
2026-06-11 Full Board

Motioned by: Commissioner Linnie Taylor
Seconded by: Commissioner Robert Hoffman

Yes: Ann Erickson Gault, Marcia Gershenson, Robert Hoffman, Brendan Johnson, Karen Joliat, Penny Luebs, Linnie Taylor (7)
No: None (0)
Abstain: None (0)
Absent: (0)
Passed

ATTACHMENTS
1. 2023 Manna App - County Resident
2. 2023 Manna Resume

OAKLAND COUNTY MICHIGAN
BOARD OF COMMISSIONERS

AGENDA ITEM: Contract Amendment with Auger, Klein and Aller Architects
DEPARTMENT: Water Resources Commissioner
MEETING: Economic Development and Infrastructure Committee
DATE: Wednesday, June 3, 2026 9:30 AM - Click to View Agenda

ITEM SUMMARY SHEET

COMMITTEE REPORT TO BOARD

Resolution #2026-6569
Motion to amend the existing contract with Auger, Klein, and Aller, Architects for an increased amount of $111,378 to cover the cost of work having been completed to date, pursuant to the terms of its contract with Oakland County.

ITEM CATEGORY	SPONSORED BY
Contract	Yolanda Smith Charles

INTRODUCTION AND BACKGROUND

Auger, Klein, and Aller, Architects (AKA) is currently designing a new facility for the Water Resources Commissioner's Office that will consolidate all staff and equipment into a single, centralized location on Vanguard Drive, east of Telegraph Road in Pontiac. The project, with a proposed budget of $154 million, has progressed through the schematic design phase. Staff is requesting payment of $111,378 to AKA for services completed to date.

FISCAL IMPACT: No Budget Amendment Needed

Committee members can contact Amy Aubry, Senior Analyst at 248.425.7056 or aubrya@oakgov.com or the department contact persons listed for additional information.

CONTACT

Steve Korth
Anne Vaara, Chief Deputy Water Resources Commissioner

ITEM REVIEW TRACKING

Aaron Snover, Board of Commissioners	Created/Initiated - 5/29/2026
Kelsey Cooke, Water Resources Commissioner	Approved - 5/29/2026
Amy Aubry, Board of Commissioners	Approved - 5/29/2026
Yolanda Smith Charles, Board of Commissioners	Final Approval - 6/1/2026

AGENDA DEADLINE: 05/20/2026 4:30 PM

ATTACHMENTS

1. 2026-06-03 WRC Memo to EDI re AKA Contract

COMMITTEE TRACKING

2026-05-13 Economic Development & Infrastructure - Recommend to Board
2026-06-03 Economic Development & Infrastructure - Recommend to Board
2026-06-11 Full Board

Motioned by: Commissioner Linnie Taylor
Seconded by: Commissioner Yolanda Smith Charles

Yes: Brendan Johnson, Gwen Markham, William Miller III, Robert Smiley, Yolanda Smith Charles, Linnie Taylor, Philip Weipert (7)
No: None (0)
Abstain: None (0)
Absent: (0)
Passed

OAKLAND COUNTY
WATER RESOURCES COMMISSIONER

MEMORANDUM

TO: **Commissioner Yolanda Smith Charles, Chairperson of the Economic Development and Infrastructure Committee**

FROM: **Jim Nash, Water Resources Commissioner**

SUBJECT: **Auger Klein Aller Architects Inc. Contract Amendment No. 3**

DATE: **June 3, 2026**

The architectural services contract, originally for the Public Works Building Expansion and Renovation, was awarded to Auger Klein Aller Architects Inc. (AKA) on June 8, 2019. This contract was thereafter amended on May 16, 2025, to provide architectural services related to a new Water Resources Building. The not to exceed fee in the amended contract is $744,546. This fee was proposed to cover schematic design (see **Table 1** for schematic design detail) and included subconsultant services such as civil engineering, structural engineering, wetland mitigation consultant, landscape architect, storm water management consultant, and LEED coordinator. This work is complete.

In addition to the authorized work above, AKA hired subconsultants to perform value-engineering work to achieve a reliable project budget. This work included a more detailed stormwater plan to review for LEED certification, additional soil borings to determine suitability for foundations and infiltration, a traffic study for the entrance on County Center Drive, site plan meetings with Pontiac, and an additional topographic survey (see **Table 2** for the additional work and reimbursable expenses). Performing this value-engineering work to establish a project budget was critical for future financial planning and to establish rates for our customer communities. It is this additional work for which a third contract amendment is requested.

My office plans to present a full update at this committee's next meeting of progress achieved to date. The next phase will be the design development and will require additional approval to further expand AKA's scope. To ensure transparency, we will continue our communication with the communities about the new building and all the operational and cost efficiencies a new centralized building will provide.

Requested Action: Amend the existing contract with Auger Klein Aller Architects Inc. to increase the not-to-exceed amount by $111,378, for the work completed to date.

Presenters: Steve Korth, P.E., Chief Manager 248-431-3810 korths@oakgov.com
Anne Vaara, Chief Deputy 248-804-6471 vaaraa@oakgov.com

Table 1. Schematic Design for Hourly Not to Exceed fee of $744,546

Schematic Design	Fee
Architecture	$ 146,000
Facilities Consultant	$ 22,000
MEP Engineering	$ 144,000
Structural Engineering	$ 40,000
Civil Engineering (PEA Engineering)	$ 57,500
Storm Water Design	$ 102,607
Mainland Drain Design	$ 55,599
Landscape Architecture	$ 158,340
LEED Coordination	$ 18,500
Total	$ 744,546

Table 2. Additional Work and Reimbursable Expenses

Task	Consultant	Amount
Soil Borings and Geotechnical	Somat	$ 49,913
Wetland Survey and Meetings	PEA Engineering	$ 25,078
Tree Survey	PEA Engineering	$ 12,365
Additional Topographical Survey	PEA Engineering	$ 5,113
Traffic Study	PEA Engineering	$ 17,500
Document Printing (reimbursable)	AKA	$ 1,409
Total		$ 111,378

OAKLAND COUNTY MICHIGAN
BOARD OF COMMISSIONERS

AGENDA ITEM: Sponsorship of Disarmory Ministries Gun Buyback Events
DEPARTMENT: Board of Commissioners
MEETING: Board of Commissioners
DATE: Thursday, June 11, 2026 8:00 PM - Click to View Agenda

ITEM SUMMARY SHEET

COMMITTEE REPORT TO BOARD

Resolution #2026-6694
Motion to approve a one-time allotment in the amount of $5,000 from the FY 2026 Board of Commissioners General Fund Special Projects line-item budget to support the sponsorship of Disarmory Ministries Gun Buyback Events. Further, authorize the Board Chair to execute any necessary agreements on behalf of Oakland County. Additionally, require that Trinity Gun Disposal recognize Oakland County's support in event materials and/or at the events, submit an outcomes report to the Board of Commissioners by the end of the calendar year detailing the number of events held, firearms surrendered and disabled, residents served, community partners involved, services delivered, and resident impact, and provide proof of expenditure upon request.

ITEM CATEGORY	SPONSORED BY
Special Project	Marcia Gershenson

INTRODUCTION AND BACKGROUND

Please provide the full name, title, and organization of the person submitting this request.
Chris Yaw, Disarmory Ministries

Please provide the requester's email address and phone number.
chris.yaw@stdavidschurch.com, (555) 123-4567.

Please provide the organization's address and website, if applicable.
2312 Greenfield Road, Berkley, MI, https://disarmory.org/

Please identify whether the organization is a governmental entity, a nonprofit, or another type of entity, and include tax status if applicable.
Disarmory Ministries is a 501c3 state and federal registered non-profit. Tax status was not specified in the submitted materials.

Please identify the sponsoring Commissioner(s) for this request.
Commissioner Marcia Gershenson

Describe what you are requesting the Board to fund and what the public will receive as a result.
Disarmory Ministries is requesting sponsorship support for their 2026 Gun Buyback Events that provide a safe process for residents to dispose of unwanted firearms. The public will receive access to events where unwanted firearms can be surrendered and disabled according to applicable safety

procedures, helping reduce the number of unwanted guns stored in homes, garages, attics, and other locations.

Is this request best classified as a sponsorship of an event or support for a program? Sponsorship generally supports a one-time event and includes recognition/visibility, while a Program supports services, deliverables, or lasting community benefit beyond a single event.
Sponsorship

If this request includes an event, please provide the event date(s), location(s), expected attendance, and whether the event is free and open to the public.
This request supports Gun Buyback Events, all events are free and open to the public. The dates and locations for the 2026 events are included below. All events are intended to provide a safe community process for firearm surrender and disposal.

Upcoming 2026 events include;

- July 11, Aug 1, Sept 5, and Oct 3, 10 am - 2 pm, Disarmory Ministries Location (2312 Greenfield Road, Berkley, MI 48072)
- June 13, 11 am - 3 pm, Interfaith Coalition Toledo, United Methodist Church
- August 15, 10 am - 2 pm, St. Paul's Jackson
- Sept 19, 10 am - 2 pm, St. John's Plymouth
- Oct 10, 10 am - 2 pm, St. Aidan's Ann Arbor

Past 2026 events included;

- Jan 3, Feb 7, Mar 7, Apr 11, and May 2 at the Disarmory Ministries Berkley location.
- June 6, 11 am - 2 pm, Church of the Messiah Detroit – Silence the Violence Event

What is the total budget for the overall project, program, or event, and what is the specific amount requested from the Board of Commissioners? Please present both figures clearly and explain how the requested amount fits into the total budget.
The proposal submitted to the Oakland County Safer Communities Ad Hoc Committee listed an estimated overall project cost of $10,000. The prior Board-approved sponsorship amount was $5,000. For this updated request, the draft Board request is $5,000, which would help underwrite event costs associated with purchasing Kroger gift cards, to be handed out to participants. Depending on the type of gun turned in, participants would receive; $50 for a long gun, $100 for a pistol, and $200 for an assault weapon. There is a $300 limit per donation. The current total budget and requested amount should be confirmed if they differ from the prior request.

Please provide a narrative budget explanation describing what costs exist in the overall budget and which costs the Board’s requested funds would pay for.
The project budget supports event setup and site preparation, traffic flow and management, firearm disabling stations, equipment and supplies, personal protective equipment, hospitality, community-building activities, food, medical support, spiritual care, communications, liability insurance, and volunteer coordination. Board funds would help with the purchase Kroger gift cards, to be handed out to participants. Depending on the type of gun turned in, participants would receive; $50 for a long gun, $100 for a pistol, and $200 for an assault weapon. There is a $300 limit per donation.

Please describe all confirmed funding partners, matching funds, sponsorships, or in-kind contributions, and specify the amount or estimated value of each.
The prior request stated that Disarmory Ministries was seeking additional funding partners. Specific confirmed current-year funding partners, matching funds, sponsorships, or in-kind contributions were not provided and should be confirmed. In 2025, the Oakland County Safer Communities Ad Hoc Committee provided support in the amount of $10,000 via resolution #2025-5206.

If contributions are not yet confirmed, please describe what is anticipated, what is pending, and when decisions will be made.
Additional funding partners and community partners are anticipated. Specific pending contributions and decision dates were not provided.

If the Board does not fund this request, what would change, be reduced, or not occur?
Without Board funding, Disarmory Ministries may have reduced capacity to host or support Gun Buyback Events, including event operations, equipment, gift cards or donor thank-you items, safety measures, outreach, hospitality, and other event components.

Please explain the public purpose of the project in clear terms, including how Oakland County residents will benefit.
The public purpose is to provide Oakland County residents with a safe and organized way to surrender unwanted firearms for disposal. The project supports community safety and well-being by helping remove unwanted firearms from circulation, reducing the risk that unused or unsecured firearms remain in homes or other private spaces.

Please explain what the County receives in return for the expenditure. If the request is a sponsorship, describe recognition benefits. If the request is a program, describe program deliverables and measurable public outcomes.
Oakland County would receive recognition as a sponsor of the Gun Buyback Events. Public outcomes may include the number of firearms surrendered and disabled, number of residents served, event participation, community engagement, and feedback from participants and partners.

If this request includes improvements to property not owned by Oakland County, please explain who owns the property, who will control and maintain the improvements, and how the public will have continued access to the benefit funded by the County.
Not applicable. The request does not include permanent improvements to property.

Please provide a clear implementation timeline with start date, milestones (if applicable), and completion date.
Upcoming 2026 events include;

- July 11, Aug 1, Sept 5, and Oct 3, 10 am - 2 pm, Disarmory Ministries Location (2312 Greenfield Road, Berkley, MI 48072)
- June 13, 11 am - 3 pm, Interfaith Coalition Toledo, United Methodist Church
- August 15, 10 am - 2 pm, St. Paul's Jackson
- Sept 19, 10 am - 2 pm, St. John's Plymouth
- Oct 10, 10 am - 2 pm, St. Aidan's Ann Arbor

Past 2026 events included;

- Jan 3, Feb 7, Mar 7, Apr 11, and May 2 at the Disarmory Ministries Berkley location.
- June 6, 11 am - 2 pm, Church of the Messiah Detroit – Silence the Violence Event

Please describe who will benefit from the project, including estimated number of Oakland County residents served and which communities or geographic areas are expected to participate.
Oakland County residents who wish to safely dispose of unwanted firearms will benefit directly. The broader community may benefit from reduced risks associated with unwanted or unsecured firearms. The dates listed above indicate that events will be held at various locations including; Berkley, Ann Arbor, Plymouth, Jackson, Toledo, and Detroit.

Please describe how success will be evaluated and what measurable outcomes will be reported.
Success will be evaluated based on the number of firearms surrendered and disabled, number of residents served, community engagement, event safety, volunteer participation, and feedback from participants, volunteers, and law enforcement/community partners.

Please confirm that the organization will submit an outcomes report to the Board of Commissioners by the end of the calendar year and describe what that report will include, such as attendance, participation, services delivered, and resident impact.
Yes.

If requested, please confirm the organization will provide proof of expenditure, invoices, or comparable documentation showing how Board funds were used.
Yes.

POLICY ANALYSIS

FISCAL IMPACT:

Committee members can contact Barbara Winter, Policy and Fiscal Analysis Supervisor at 248.821.3065 or winterb@oakgov.com or the department contact persons listed for additional information.

CONTACT

Marcia Gershenson, Commissioner

ITEM REVIEW TRACKING

Marcia Gershenson, Board of Commissioners	Created/Initiated - 6/9/2026
Breanne Progar, Board of Commissioners	Approved - 6/9/2026
Michael Andrews, Board of Commissioners	Approved - 6/10/2026
Andrea Powers, Board of Commissioners	Approved - 6/10/2026
Barbara Winter, Board of Commissioners	Approved - 6/11/2026
Aaron Snover, Board of Commissioners	Final Approval - 6/11/2026

AGENDA DEADLINE: 05/28/2026 4:30 PM

ATTACHMENTS

None

COMMITTEE TRACKING

2026-06-11 Full Board - Refer to Finance

Motioned by: None
Seconded by: None

Yes: None ()
No: None ()
Abstain: None ()
Absent: (0)

OAKLAND COUNTY MICHIGAN
BOARD OF COMMISSIONERS

AGENDA ITEM: Support for Royal Oak Township Civic Center Park Pavilion Emergency Structural Repairs - Requesting Immediate Consideration Under New Business
DEPARTMENT: Board of Commissioners
MEETING: Board of Commissioners
DATE: Thursday, June 11, 2026 8:00 PM - Click to View Agenda

ITEM SUMMARY SHEET

COMMITTEE REPORT TO BOARD

Resolution #2026-6662
Motion to approve a one-time allotment in the amount of $5,000 from the FY 2026 Board of Commissioners General Fund Special Projects line-item budget to support emergency structural repairs to the existing pavilion at Civic Center Park in the Charter Township of Royal Oak. Further, authorize the Board Chair to execute any necessary agreements on behalf of Oakland County. Additionally, require that the Charter Township of Royal Oak use the funds for pavilion structural repairs, including replacement of damaged support posts and related cement work to maintain public access to the improved park facilities. Also, require to promote the County's support of the project and submit an outcomes report to the Board of Commissioners by the end of the calendar year detailing project valuation, repairs completed, public access benefits, and resident impact, including proof of expenditures upon request.

ITEM CATEGORY	SPONSORED BY
Special Project	Yolanda Smith Charles, Gwen Markham

INTRODUCTION AND BACKGROUND

Please provide the full name, title, and organization of the person submitting this request.
Ann K. Capela, Township Manager, Charter Township of Royal Oak

Please provide the requester's email address and phone number.
acapela@royaloaktwp.com; 248-547-9802

Please provide the organization's address and website, if applicable.
21131 Garden Lane, Ferndale, MI 48220
www.royaloaktwp.com

Please identify whether the organization is a governmental entity, a nonprofit, or another type of entity, and include tax status if applicable.
Township government

Please identify the sponsoring Commissioner(s) for this request.
Commissioner Yolanda Smith Charles

Describe what you are requesting the Board to fund and what the public will receive as a result.

Royal Oak Township is requesting funding assistance for emergency structural repairs to the existing pavilion at Civic Center Park as part of the park's broader rehabilitation project. During roof replacement work, the contractor discovered that several pavilion support posts and portions of the cement base were damaged due to water intrusion, freezing, thawing, and cracking. The requested funds will help replace damaged posts and cement so the new pavilion roof can be safely installed and remain eligible for warranty coverage. The public will receive a safer, structurally sound pavilion within Civic Center Park for family gatherings, public events, and community recreation.

Is this request best classified as a sponsorship of an event or support for a program? Sponsorship generally supports a one-time event and includes recognition/visibility, while a Program supports services, deliverables, or lasting community benefit beyond a single event.
Program

If this request includes an event, please provide the event date(s), location(s), expected attendance, and whether the event is free and open to the public.
This is not an event. The request is for structural infrastructure work at Civic Center Park.

What is the total budget for the overall project, program, or event, and what is the specific amount requested from the Board of Commissioners? Please present both figures clearly and explain how the requested amount fits into the total budget.
The emergency structural repair portion of the project is estimated at $80,000. Royal Oak Township is contributing $30,000 from its general fund, the Michigan Department of Natural Resources/SPARKS grant is contributing $20,000, Oakland County Parks has committed $25,000, and the Township is requesting $5,000 from the Board of Commissioners to complete the funding needed for this emergency work.

Please provide a narrative budget explanation describing what costs exist in the overall budget and which costs the Board's requested funds would pay for.
This request is part of a larger $1.25 million renovation of Civic Center Park, the Township's main public park. The original renovation plan included replacing the pavilion's 26-year-old roof while retaining the existing support posts and cement floor base. However, after the old roof was removed, the contractor discovered significant damage to the posts and cement base. The requested Board funds would support the emergency replacement of damaged structural posts and cement to ensure the pavilion roof is installed on a safe foundation and to help preserve the roof warranty.

Please describe all confirmed funding partners, matching funds, sponsorships, or in-kind contributions, and specify the amount or estimated value of each.
Royal Oak Township is committing $30,000 from its general fund. The Michigan Department of Natural Resources/SPARKS grant is contributing $20,000. Oakland County Parks has committed $25,000. The Township is requesting $5,000 from the Board of Commissioners.

If contributions are not yet confirmed, please describe what is anticipated, what is pending, and when decisions will be made.
The financial contributions have been verbally confirmed by all contributors. The Township is awaiting the exact cost estimate/quote from the current contractor, who is already on site completing park construction work.

If the Board does not fund this request, what would change, be reduced, or not occur?
The Township would review what could be reduced elsewhere while keeping public safety as the

priority. Because the repairs are needed to ensure the pavilion is structurally sound, the Township would need to identify another way to cover the funding gap or reduce other components of the project.

Please explain the public purpose of the project in clear terms, including how Oakland County residents will benefit.
Civic Center Park is a public park located in Royal Oak Township and open to the public. The pavilion can be reserved for family gatherings and public events, and the park provides outdoor recreation opportunities for Township residents and visitors. The project supports public safety by ensuring the pavilion is structurally sound and available for continued public use.

Please explain what the County receives in return for the expenditure. If the request is a sponsorship, describe recognition benefits. If the request is a program, describe program deliverables and measurable public outcomes.
The County's contribution will serve as part of a governmental partnership to complete public infrastructure repairs that protect resident safety. The deliverable is a repaired and structurally sound pavilion with new posts and cement base capable of safely supporting the new roof and preserving the roof warranty.

If this request includes improvements to property not owned by Oakland County, please explain who owns the property, who will control and maintain the improvements, and how the public will have continued access to the benefit funded by the County.
Civic Center Park is owned by the Charter Township of Royal Oak. The Township will control and maintain the pavilion improvements. The park will continue to be open to the public and will provide outdoor activities, a quarter-mile walking path, pavilions for family use, and space for Township or County public events.

Please provide a clear implementation timeline with start date, milestones (if applicable), and completion date.
The contractor is currently on site. The emergency pavilion repair work will proceed as part of the broader Civic Center Park rehabilitation project. The Township anticipates that the park will open by Labor Day 2026 or approximately that timeframe.

Please describe who will benefit from the project, including estimated number of Oakland County residents served and which communities or geographic areas are expected to participate.
Royal Oak Township residents and visitors will benefit from the project. Civic Center Park is designed for family use and community events and is located within walking distance of a senior apartment complex and a large portion of the Township's underserved community.

Please describe how success will be evaluated and what measurable outcomes will be reported.
Success will be evaluated by completion of the pavilion repairs, installation of a structurally sound support system and cement base, safe installation of the new roof, and preservation of the roof warranty. The completed project will ensure that residents and visitors can safely use the pavilion and park facilities.

Please confirm that the organization will submit an outcomes report to the Board of Commissioners by the end of the calendar year and describe what that report will include, such as attendance, participation, services delivered, and resident impact.
Yes. The report should include completion status, repairs completed, public access provided,

resident impact, and how the project supports continued safe use of Civic Center Park.

If requested, please confirm the organization will provide proof of expenditure, invoices, or comparable documentation showing how Board funds were used.
Yes.

FISCAL IMPACT: No Budget Amendment Needed

Committee members can contact Barbara Winter, Policy and Fiscal Analysis Supervisor at 248.821.3065 or winterb@oakgov.com or the department contact persons listed for additional information.

CONTACT

Ann K. Capela Township Manager Charter Township of Royal Oak

ITEM REVIEW TRACKING

Yolanda Smith Charles, Board of Commissioners	Created/Initiated - 6/4/2026
Michael Andrews, Board of Commissioners	Approved - 6/4/2026
Andrea Powers, Board of Commissioners	Approved - 6/4/2026
Barbara Winter, Board of Commissioners	Approved - 6/8/2026
Aaron Snover, Board of Commissioners	Final Approval - 6/8/2026

AGENDA DEADLINE: 05/28/2026 4:30 PM

ATTACHMENTS

None

COMMITTEE TRACKING

2026-06-11 Full Board - Adopt

Motioned by: Commissioner Yolanda Smith Charles
Seconded by: Commissioner Gwen Markham

Yes: Charles Cavell, Ann Erickson Gault, Marcia Gershenson, Brendan Johnson, Penny Luebs, Gwen Markham, William Miller III, Angela Powell, Yolanda Smith Charles, Linnie Taylor, Philip Weipert, David Woodward (12)
No: Michael Gingell, Robert Hoffman, Karen Joliat, Christine Long, Kristen Nelson, Robert Smiley, Michael Spisz (7)
Abstain: None (0)
Absent: (0)
Passed

OAKLAND COUNTY MICHIGAN
BOARD OF COMMISSIONERS

AGENDA ITEM: Support for Novi Youth Assistance Back-to-School Program
DEPARTMENT: Board of Commissioners
MEETING: Board of Commissioners
DATE: Thursday, June 11, 2026 8:00 PM - Click to View Agenda

ITEM SUMMARY SHEET

COMMITTEE REPORT TO BOARD

Resolution #2026-6705
Motion to approve a one-time allocation in the amount of $5,500 from the FY 2026 Board of Commissioners General Fund Special Project line-item budget to support the Novi Youth Assistance Back-to-School Program. Further, authorize the Board Chair to execute any necessary agreements on behalf of Oakland County. Additionally, require that Novi Youth Assistance use the funds to support back-to-school shopping assistance, backpacks, and school supplies for eligible Novi students, recognize Oakland County's support in its annual report, submit an outcomes report to the Board of Commissioners by the end of the calendar year detailing the number of students served, backpacks distributed, services delivered, estimated family savings, and resident impact, and provide proof of expenditure upon request.

ITEM CATEGORY	SPONSORED BY
Special Project	Gwen Markham

INTRODUCTION AND BACKGROUND

Please provide the full name, title, and organization of the person submitting this request.
Greg Cocke, Chair, Novi Youth Assistance

Please provide the requester's email address and phone number.
Gregorycocke@gmail.com; 248-231-9878

Please provide the organization's address and website, if applicable.
Novi Youth Assistance
24062 Taft Road
Novi, MI 48375
https://www.noviya.org
248-675-2811

Please identify whether the organization is a governmental entity, a nonprofit, or another type of entity, and include tax status if applicable.
Nonprofit, 501(c)

Please identify the sponsoring Commissioner(s) for this request.
Commissioner Gwen Markham

Describe what you are requesting the Board to fund and what the public will receive as a

result.
Novi Youth Assistance is requesting funding for its Back-to-School Program, which helps students from low-income families feel prepared and confident for the upcoming school year. The program includes a back-to-school shopping event at Kohl's in Novi for approximately 18 students, with each student receiving $250 to purchase new clothing and apparel for school. Kohl's will provide a 20% discount, and volunteers from the Novi Police and Fire Departments, along with Novi Youth Assistance committee members, will shop alongside the students.
The program also includes a backpack and school supply component in partnership with St. James Catholic Church of Novi. Novi Youth Assistance anticipates providing 50 or more backpacks filled with age-appropriate school supplies to students identified by community and school staff based on family financial need.

Is this request best classified as a sponsorship of an event or support for a program? Sponsorship generally supports a one-time event and includes recognition/visibility, while a Program supports services, deliverables, or lasting community benefit beyond a single event.
Program

If this request includes an event, please provide the event date(s), location(s), expected attendance, and whether the event is free and open to the public.
The shopping portion will occur in mid-August 2026 at Kohl's in Novi, with the exact date to be determined based on store scheduling and discounts. Backpack distribution will occur at the end of August 2026, with the exact date also to be determined. The program is free for participating families. These are not public events and are limited to identified students and families in need.

What is the total budget for the overall project, program, or event, and what is the specific amount requested from the Board of Commissioners? Please present both figures clearly and explain how the requested amount fits into the total budget.
The total program budget is $5,500, and Novi Youth Assistance is requesting $5,500 from the Board of Commissioners to fully fund the program. The budget includes $4,500 for 18 students to participate in the back-to-school shopping event at $250 per student, and $1,000 for 50 backpacks with school supplies at $20 per student.

Please provide a narrative budget explanation describing what costs exist in the overall budget and which costs the Board's requested funds would pay for.
The requested funds would go directly to students and program materials. The $4,500 shopping component provides each participating student with $250 to purchase school clothing and apparel. The $1,000 backpack component provides backpacks and school supplies for at least 50 students. There are no overhead or administrative costs associated with this request. Kohl's provides the facility and staff support at no cost, and police, fire, and Novi Youth Assistance volunteers donate their time.

Please describe all confirmed funding partners, matching funds, sponsorships, or in-kind contributions, and specify the amount or estimated value of each.
Novi Youth Assistance is a 501(c) nonprofit organization and a tri-sponsorship program that includes the Sixth Judicial Circuit Court, the City of Novi, and the Novi Public School District. Kohl's Department Store provides the venue and staff support free of charge and selects a date with a 20% discount to maximize the purchasing power of the funds. Novi Police and Fire staff donate their time to shop alongside students. St. James Catholic Church provides backpacks for participating children, and Novi Youth Assistance fills each backpack with essential school supplies. The Novi Youth Assistance volunteer board manages event logistics and day-of facilitation.

If contributions are not yet confirmed, please describe what is anticipated, what is pending, and when decisions will be made.
All partnerships noted above are confirmed for August 2026.

If the Board does not fund this request, what would change, be reduced, or not occur?
If Novi Youth Assistance does not receive this funding, the organization would need to pull funds from other programs it offers, significantly reducing their impact on the community. Additional fundraising efforts would be required to replenish the deficit so that Novi Youth Assistance's primary prevention efforts can remain strong and consistent for those in need. All in-kind donations and partnerships are confirmed and would remain in place.

Please explain the public purpose of the project in clear terms, including how Oakland County residents will benefit.
The public purpose of the program is to support Novi students and families experiencing financial need by reducing back-to-school expenses, including clothing, backpacks, and school supplies. The program helps students begin the school year prepared, confident, and with a greater sense of belonging. It also supports positive relationships between youth and local police and fire personnel through the shopping event.

Please explain what the County receives in return for the expenditure. If the request is a sponsorship, describe recognition benefits. If the request is a program, describe program deliverables and measurable public outcomes.
The Oakland County Board of Commissioners' contribution will be recognized in the Novi Youth Assistance annual report, which includes program outcomes and the total number of youth and families impacted. The annual report is distributed to the Youth Assistance Central Office at the Oakland County Sixth Judicial Circuit Court Family Division, the City of Novi, the local District Court, the Novi School District, community partners, and corporate and individual donors.
Measurable public outcomes include the number of students participating in the back-to-school shopping event and the number of students receiving new backpacks with school supplies.

If this request includes improvements to property not owned by Oakland County, please explain who owns the property, who will control and maintain the improvements, and how the public will have continued access to the benefit funded by the County.
Not applicable.

Please provide a clear implementation timeline with start date, milestones (if applicable), and completion date.
The program will occur in August 2026 before the start of the school year. Novi Youth Assistance has already reached out to community partners, including Kohl's Department Store, St. James Catholic Church, Novi Police, and Novi Fire, and those partnerships have been secured. The Kohl's manager will select a weekend with the best available discounts. Novi Youth Assistance will then coordinate with Novi Police and Fire to identify participating staff. Student identification will begin in July through school staff, community members, and self-referrals. Once teachers return to school, Novi Youth Assistance will request additional student nominations. Families will be contacted to confirm interest and availability. The shopping event will occur in mid- to late August. St. James Catholic Church will notify Novi Youth Assistance when backpacks are available for pickup. Novi Youth Assistance will purchase school supplies in early August and coordinate family pickup of backpacks at the end of August.

Please describe who will benefit from the project, including estimated number of Oakland

County residents served and which communities or geographic areas are expected to participate.
Approximately 17 to 18 Novi students will participate in the back-to-school shopping event, and 50 or more students will receive backpacks filled with school supplies. Participating students are K-12 students who reside in the City of Novi and come from families in need of financial assistance. Students are identified by school staff, community members, and self-referrals.

Please describe how success will be evaluated and what measurable outcomes will be reported.
Success will be measured by the number of students and families served. The shopping event will save approximately 17 to 18 families at least $250 each in back-to-school shopping expenses. The program also provides the added benefit of pairing youth with police officers or firefighters, helping students build positive relationships with first responders. Novi Youth Assistance will report the total number of youth participating and any anecdotal stories showing emotional benefit or bonding with officers or firefighters. For the backpack component, success will be measured by the total number of backpacks and supplies distributed, with an estimated savings of approximately $50 per student receiving a backpack and supplies.

Please confirm that the organization will submit an outcomes report to the Board of Commissioners by the end of the calendar year and describe what that report will include, such as attendance, participation, services delivered, and resident impact.
Yes. The report will include the number of students served through the shopping event, the number of backpacks distributed, services delivered, estimated family savings, and resident impact.

If requested, please confirm the organization will provide proof of expenditure, invoices, or comparable documentation showing how Board funds were used.
Yes.

POLICY ANALYSIS

FISCAL IMPACT:

Committee members can contact Barbara Winter, Policy and Fiscal Analysis Supervisor at 248.821.3065 or winterb@oakgov.com or the department contact persons listed for additional information.

CONTACT

Gwen Markham, Commissioner

ITEM REVIEW TRACKING

Gwen Markham, Board of Commissioners	Created/Initiated - 6/11/2026
Aaron Snover, Board of Commissioners	Final Approval - 6/11/2026

AGENDA DEADLINE: 05/28/2026 4:30 PM

ATTACHMENTS

None

COMMITTEE TRACKING

2026-06-11 Full Board - Refer to Finance

Motioned by: None
Seconded by: None

Yes: None ()
No: None ()
Abstain: None ()
Absent: (0)

OAKLAND COUNTY MICHIGAN
BOARD OF COMMISSIONERS

AGENDA ITEM: Sponsorship of the 2026 Blues in the Streets Event in Downtown Pontiac
DEPARTMENT: Board of Commissioners
MEETING: Board of Commissioners
DATE: Thursday, June 11, 2026 8:00 PM - Click to View Agenda

ITEM SUMMARY SHEET

COMMITTEE REPORT TO BOARD

Resolution #2026-6649
Motion to approve a sponsorship in the amount of $7,500 from the FY 2026 Board of Commissioners General Fund Sponsorship line-item budget to support the Pontiac Meals on Wheels Foundation's 2026 Blues in the Streets event in Downtown Pontiac. Further, authorize the Board Chair to execute any necessary agreements on behalf of Oakland County. Additionally, require that Pontiac Meals on Wheels Foundation recognize Oakland County's support in event materials and/or at the event, submit an outcomes report to the Board of Commissioners by the end of the calendar year detailing attendance, senior participation, services delivered, transportation and accessibility supports provided, vendor and community participation, and resident impact, and provide proof of expenditure upon request.

ITEM CATEGORY	SPONSORED BY
Committee Referral	Angela Powell

INTRODUCTION AND BACKGROUND

Please provide the full name, title, and organization of the person submitting this request.
Rosa Randolph, Program Director, Pontiac Meals on Wheels Foundation

Please provide the requester's email address and phone number.

Please provide the organization's address and website, if applicable.
www.pontiacmealsonwheels.net

Please identify whether the organization is a governmental entity, a nonprofit, or another type of entity, and include tax status if applicable.
Nonprofit organization.

Please identify the sponsoring Commissioner(s) for this request.
Commissioner Angela Powell.

Describe what you are requesting the Board to fund and what the public will receive as a result.
Pontiac Meals on Wheels Foundation is requesting sponsorship support for the 2026 Blues in the Streets event, a community-centered outdoor event in Downtown Pontiac designed to provide live blues music, food trucks, local vendors, senior activities, and opportunities for community connection. The event has a special focus on Pontiac seniors and is intended to provide an

accessible, culturally enriching day of music, food, and social engagement.

Is this request best classified as a sponsorship of an event or support for a program? Sponsorship generally supports a one-time event and includes recognition/visibility, while a Program supports services, deliverables, or lasting community benefit beyond a single event.
Sponsorship

If this request includes an event, please provide the event date(s), location(s), expected attendance, and whether the event is free and open to the public.
The event will take place on Saturday, July 25, 2026, from 2:00 p.m. to 9:00 p.m. in Downtown Pontiac along Saginaw Street between Pike Street and Lawrence Street. The event is designed for residents of all ages, with a special focus on seniors. Expected attendance was not specified in the submitted materials. The proposal states that the event is intended to be accessible to the community, but it does not specifically state whether admission is free and open to the public.

What is the total budget for the overall project, program, or event, and what is the specific amount requested from the Board of Commissioners? Please present both figures clearly and explain how the requested amount fits into the total budget.
The total event budget is $23,425. Commissioner Powell indicated that the organization received $7,500 last year and is requesting the same amount for 2026. The $7,500 Board sponsorship would help underwrite event costs and support the event's accessibility for seniors and the broader Pontiac community.

Please provide a narrative budget explanation describing what costs exist in the overall budget and which costs the Board's requested funds would pay for.
The overall budget includes stage, sound, and lighting equipment rental; venue decoration and signage; performer fees; permits and insurance; transportation for seniors; water stations and light refreshments for seniors; marketing and promotion; event programs and schedules; volunteer T-shirts and identification; a large street tent; portable toilets, including ADA-compliant units; and cleaning and waste management. Board funds would help support eligible event-related costs such as entertainment, senior transportation and accessibility, refreshments, venue setup, marketing, sanitation, and other costs necessary to provide a safe and accessible community event.

Please describe all confirmed funding partners, matching funds, sponsorships, or in-kind contributions, and specify the amount or estimated value of each.
The proposal states that the event depends on support and collaboration from Oakland County, the City of Pontiac, local businesses, community organizations, and volunteers. The proposal also includes a request to the City of Pontiac for waiver of applicable city permit fees and a financial contribution of $1,500. Specific confirmed partners, matching funds, sponsorships, or in-kind contribution values were not provided.

If contributions are not yet confirmed, please describe what is anticipated, what is pending, and when decisions will be made.
Additional support is anticipated from the City of Pontiac, local businesses, community organizations, volunteers, and Oakland County. Specific pending contributions and decision dates were not provided.

If the Board does not fund this request, what would change, be reduced, or not occur?
Without Board sponsorship, Pontiac Meals on Wheels Foundation may have less funding available to provide transportation, accessibility supports, senior-focused activities, event amenities,

marketing, or other components that help make the event accessible and impactful for Pontiac seniors and community members.

Please explain the public purpose of the project in clear terms, including how Oakland County residents will benefit.
The public purpose is to provide a safe, accessible, culturally enriching community event that promotes social interaction, community bonding, and quality of life for seniors and residents in Pontiac. The event is intended to reduce social isolation among seniors, encourage community participation and volunteerism, celebrate blues music and cultural heritage, and bring positive activity to Downtown Pontiac.

Please explain what the County receives in return for the expenditure. If the request is a sponsorship, describe recognition benefits. If the request is a program, describe program deliverables and measurable public outcomes.
The County would receive sponsorship recognition for supporting the Blues in the Streets event. Specific recognition benefits were not listed in detail, but recognition should include Oakland County acknowledgment on event materials, promotional materials, signage, social media, and/or announcements at the event.

If this request includes improvements to property not owned by Oakland County, please explain who owns the property, who will control and maintain the improvements, and how the public will have continued access to the benefit funded by the County.
Not applicable.

Please provide a clear implementation timeline with start date, milestones (if applicable), and completion date.
The event is already confirmed and actively being planned. Event setup and implementation will occur for the July 25, 2026 event in Downtown Pontiac. The event will run from 2:00 p.m. to 9:00 p.m. on July 25, 2026.

Please describe who will benefit from the project, including estimated number of Oakland County residents served and which communities or geographic areas are expected to participate.
Pontiac seniors and residents will be the primary beneficiaries, with the event also open to residents of all ages and visitors to Downtown Pontiac. The proposal focuses on Pontiac and the surrounding community.

Please describe how success will be evaluated and what measurable outcomes will be reported.
Success will be evaluated through attendance, senior participation, transportation usage, vendor and community participation, volunteer involvement, and feedback from attendees and partners. Outcomes reported will include the number of attendees served, senior residents reached, transportation supports provided, vendors participating, and overall resident impact.

Please confirm that the organization will submit an outcomes report to the Board of Commissioners by the end of the calendar year and describe what that report will include, such as attendance, participation, services delivered, and resident impact.
Yes.

If requested, please confirm the organization will provide proof of expenditure, invoices, or

comparable documentation showing how Board funds were used.
Yes.

FISCAL IMPACT: No Budget Amendment Needed

Committee members can contact Barbara Winter, Policy and Fiscal Analysis Supervisor at 248.821.3065 or winterb@oakgov.com or the department contact persons listed for additional information.

CONTACT

Rosa Randolph Program Director Pontiac Meals on Wheels Foundation

ITEM REVIEW TRACKING

Angela Powell, Board of Commissioners	Created/Initiated - 6/3/2026
Michael Andrews, Board of Commissioners	Approved - 6/3/2026
Andrea Powers, Board of Commissioners	Approved - 6/3/2026
Barbara Winter, Board of Commissioners	Approved - 6/8/2026
Aaron Snover, Board of Commissioners	Final Approval - 6/8/2026

AGENDA DEADLINE: 05/28/2026 4:30 PM

ATTACHMENTS

1. city of pontiac - blues in the streets - $7500

COMMITTEE TRACKING

2026-06-11 Full Board - Refer to Finance

Motioned by: None
Seconded by: None

Yes: None ()
No: None ()
Abstain: None ()
Absent: (0)

Pontiac Meals on Wheels Foundation

Blues in the Streets Proposal

Event Overview

The Pontiac Meals on Wheels Foundation proposes to host our annual, community-centric event "Blues in the Streets," specifically tailored for the senior members of the Pontiac community. This event is designed to provide an enriching social experience, fostering community engagement and enhancing the quality of life for our senior residents.

Objective

The primary objective of "Blues in the Streets" is to celebrate the rich heritage of Blues music and its deep roots in the American music landscape, providing an enjoyable and memorable day out for seniors. The event aims to:

- Promote social interaction and community bonding among seniors.
- Provide an accessible and enjoyable cultural experience in the heart of Pontiac.
- Encourage community participation and volunteerism in support of senior activities.

Event Details

"Blues in the Streets" will be a day-long celebration held in the scenic and accessible location of downtown Pontiac, utilizing the stretch of Saginaw Street between Pike Street and Lawrence Street as the event venue. The event will feature:

- Live Blues Music: A lineup of local and regional Blues artists and bands will perform live, offering a diverse range of Blues music styles throughout the day.
- Transportation for Seniors: Dedicated buses will transport seniors from various senior centers in Pontiac to the event location, ensuring ease of access and safety for all participants.
- Food Trucks and Vendors: A selection of food trucks and vendors will be available, offering a variety of culinary delights to cater to different tastes and dietary needs.
- Activities and Fun: The event will also feature vendor stalls, interactive activities, and spaces for relaxation and socialization, creating a festive and enjoyable atmosphere.

Community Impact

"Blues in the Streets" is more than just an event; it's a community initiative aimed at celebrating and supporting the senior population in Pontiac. By providing a platform for cultural expression and social interaction, the event seeks to enhance the sense of community belonging, boost mental and emotional well-being, and highlight the importance of inclusivity and support for all community members, especially the elderly.

Support and Sponsorship

The success of "Blues in the Streets" depends on the support and collaboration of Oakland County, the City of Pontiac, local businesses, community organizations, and volunteers. The Pontiac Meals on Wheels Foundation seeks financial support from the City of Pontiac, and volunteer support to bring this event to life, ensuring a memorable and impactful experience for all involved.

This event represents an opportunity to unite the Pontiac community through music, food, and fun, with a special focus on enriching the lives of our senior citizens. We invite you to join us in making this event a success, fostering a stronger, more vibrant community for all.

Project Budget

Pontiac Meals on Wheels Foundation

EVENT DATE

Saturday, July 25, 2026

LOCATION

Downtown Pontiac

TIME

2:00pm - 9:00pm

ACTIVITIES

+Live Music
+Food Trucks
+Local Vendors
+Senior Activities

Venue Setup and Dismantling
- Stage, sound, and lighting equipment rental: $5,200
- Venue decoration and signage: $500

Performer Fees
- Headliner artist fee: $6,500

Permits and Insurance
- City permits for event and street closure: $500
- Event insurance coverage: $1,500

Transportation and Accessibility
- Senior center to event location round trip (2 buses): $1,000

Food and Beverage
- Free water stations and light refreshments for seniors: $3,500
- Free optional food vendors for seniors choice

Marketing and Promotion
- Flyers, posters, and local newspaper ads: $600
- Social media and online advertising campaigns: $500

Event Programs and Materials
- Printing of event programs and schedules: $375

Miscellaneous
- Volunteer Support
- T-shirts and identification for volunteers: $250
- Large street tent: $1000

Sanitation
- Portable toilets, including ADA compliant units: $1,300
- Cleaning and waste management: $700

Total Budget: $23,425

This budget proposal outlines the estimated costs associated with hosting the "Blues in the Street" event. The Pontiac Meals on Wheels Foundation is committed to creating a memorable and impactful event for the seniors in our community and seeks the support of The City of Pontiac to make this vision a reality. Through careful planning, community engagement, and the generous support of our partners, we aim to celebrate our seniors with a day filled with music, food, and fun, without financial strain on our organization or participants.

OAKLAND COUNTY MICHIGAN
BOARD OF COMMISSIONERS

June 11, 2026
RESOLUTION #2026-6651 _
Sponsored By: Yolanda Smith Charles
Board of Commissioners - Resolution Opposing Michigan Constitutional Amendment that Would Disenfranchise Oakland County Citizens
Chair and Members of the Board:

WHEREAS Oakland County has a strong history of protecting the right to vote and ensuring that voting is safe and accessible for the approximately 967,206 active registered voters residing in the county; and

WHEREAS Michigan voters overwhelmingly passed Proposal 2 of 2022, a slate of pro-voter reforms that provided voters with access to same-day registration, no-excuse absentee voting, and in-person early voting; and

WHEREAS Michigan's investment in pro-voter policies and the commitment of our election officials to implement these changes have made our elections a point of national recognition and statewide pride, earning the state an A+ grade from the Institute for Responsive Government's Election Progress Report in both 2023 and 2024; and

WHEREAS a group called "Americans for Citizen Voting" submitted 750,000 petition signatures for a ballot initiative aiming to change the Michigan Constitution and require documentary proof of citizenship when Michigan citizens register to vote; and

WHEREAS by requiring voters to show a passport or birth certificate when registering to vote — as well as requiring additional documents when casting one's ballot — this ballot initiative would create red tape, increase confusion about the voter registration process, and create cost barriers for the more than 680,000 Michiganders who do not possess or who lack easy access to these documents; and

WHEREAS similar proposals in other states have stripped away the vote from many legal U.S. citizens, with documentary proof of citizenship laws in Kansas blocking about 30,000 American citizens from voting over the course of two years; and

WHEREAS this initiative would disproportionately impact married women, rural citizens, low-income voters, people with disabilities and citizens without a permanent home; and

WHEREAS this ballot initiative would impose an unfunded mandate on local governments, inflicting financial harm upon local cities and townships, while simultaneously burdening county clerks with requirements for additional administrative forms and specialized staff training.

NOW THEREFORE BE IT RESOLVED that the Oakland County Board of Commissioners strongly opposes the "Americans for Citizen Voting" ballot initiative and urges voters to carefully consider the consequences of unnecessary Documentary Proof of Citizenship mandates before they vote this year, and beware of this and similar efforts to disenfranchise Oakland County citizens.

BE IT FURTHER RESOLVED that the Oakland County Clerk is requested to forward copies of this adopted resolution to the other 82 Counties in Michigan, as well as the Oakland County Delegation of the State Legislature.

Chair, the following Commissioners are sponsoring the foregoing Resolution: **Yolanda Smith Charles**.

COMMITTEE TRACKING
2026-06-11 Full Board - Refer to Legislative Affairs & Goverment Operations

Motioned by: None
Seconded by: None

Yes: None ()
No: None ()
Abstain: None ()
Absent: (0)

ATTACHMENTS
None