



Michigan Supreme Court

State Court Administrative Office

Court Services Division

Michigan Hall of Justice

P.O. Box 30048

Lansing, Michigan 48909

Phone (517) 373-4835

Jennifer Warner
Director

MEMORANDUM

DATE: June 23, 2020

TO: Chief Judges
Court Administrators

FROM: Ryan Gamby, Management Analyst

RE: Coronavirus Emergency Supplemental Funding (CESF) Grant

The Michigan State Police (MSP) recently posted a \$4.5 million Coronavirus Emergency Supplemental Funding (CESF) grant for eligible trial courts to prevent, prepare for, and respond to the COVID-19 pandemic. Courts should review their individual eligibility and consider applying for the grant to offset COVID-19-related expenses. **All grant applications must be received by MSP at msp-cesf@michigan.gov no later than 12:00 p.m. EST on August 14, 2020.**

Court Eligibility

The state of Michigan received approximately \$16.4 million in CESF funding as a federal appropriation under the Coronavirus Aid, Relief, and Economic Security (CARES) Act. The state allocated a majority of this grant as “pass-through” funding to local governments, including the \$4.5 million grant currently available for courts. In addition to the state’s CESF allocation, the CARES Act provided \$8.4 million in CESF funding that was specifically reserved for [59 Michigan counties/municipalities](#).

Per MSP requirements, all Michigan trial courts are eligible to receive a portion of the state’s “pass-through” CESF funding *unless* their funding unit was one of the 59 counties/municipalities eligible for a direct CESF grant. This restriction applies regardless of whether the local funding unit applied for or received funding. If a court has a single, ineligible funding unit, that court is subsequently ineligible to receive any “pass-through” funding. If a court has multiple funding units, at least one of which is ineligible, that court’s CESF funding is reduced by a pro rata share of the ineligible funding unit’s contribution.

Ineligible courts can determine if their funding unit received a direct CESF grant by visiting the [awards page](#) on the Bureau of Justice Assistance (BJA) website.

Application Process

The CESF application and instructions are currently available on the MSP [website](#). To reduce the number of applications submitted to MSP, SCAO recommends having either the county funding unit or individual court submit the grant application under the following circumstances.

- **County Applicants:** Counties should submit a single CESF grant application for all circuit, probate, and 1st and 2nd class district courts they fund.
- **Court Applicants:** Municipal and 3rd class district courts should submit their own CESF grant application because some have multiple funding units.

Although the application deadline is not until August 14, 2020, applicants should consider applying as soon as possible because MSP will accept, review, and award funding amounts on a rolling basis.

Funding Formula

The CESF grant is a non-competitive formula grant, which means the amount each court can receive is already determined. Funding was distributed as a percentage of each court's three-year average of new case filings compared to state totals. MSP posted the total funding available for each [county](#) and each [municipal/3rd class district court](#) on their website. They are also attached to this memo as Appendices A and B.

Eligible Expenses

All budget items must be directly related to the prevention of, preparation for, and/or response to COVID-19. Eligible categories include:

- Personal protective equipment and cleaning/sanitation supplies/equipment.
- Temperature scanners and other devices.
- Technology software and hardware for staff to work remotely.
- Staff overtime to cover for personnel who are off work due to coronavirus-related illness or quarantine.
- Reimbursement for additional costs of tether programs to reduce the number of inmates in jails.
- Medical and travel costs for COVID testing/treatment for staff and/or inmates.
- Technology software and hardware for remote court hearings.
- Contractual personnel to assist with activities that have been delayed during stay-at-home orders.
- Travel expenses (particularly related to the distribution of resources to the most impacted areas).
- Dissemination of COVID-19-related information to the public.
- Physical barriers and other crowd control measures to reduce the transmission of COVID-19.
- Office supplies and equipment related to COVID-19 functions (e.g. printing of public notices, employee screening questionnaires, etc.).
- Pretrial and community supervision expenses, including: electronic monitoring, drug/alcohol testing, assessing pretrial risk and making recommendations, supportive services, and pretrial and probation staffing (overtime only).

Additional Information

For questions regarding the CESF grant application, please contact the Michigan State Police, Grants and Community Services Division, at [msp-cesf@michigan.gov](mailto:m-sp-cesf@michigan.gov). For court-related inquiries, please contact Ryan Gamby at courtservices@courts.mi.gov.

Click here for a [template press release](#) in the event your court wants to publicize your court's grant application.

APPENDIX A – CESF Grant Totals for County Applicants

The following identifies the total amount of CESF funding available to each county to support their circuit, probate, and 1st and 2nd class district courts.

<p><u>Alcona County</u></p> <ul style="list-style-type: none"> • 23rd Circuit Court • 1st Probate Court • 81st District Court <p style="text-align: right;">TOTAL \$15,554.90</p>	<p><u>Baraga County</u></p> <ul style="list-style-type: none"> • 12th Circuit Court • 7th Probate Court • 97th District Court <p style="text-align: right;">TOTAL \$11,794.17</p>
<p><u>Alger County</u></p> <ul style="list-style-type: none"> • 11th Circuit Court • 5th Probate District Court • 93rd District Court <p style="text-align: right;">TOTAL \$13,706.71</p>	<p><u>Barry County</u></p> <ul style="list-style-type: none"> • 5th Circuit Court • 8th Probate Court • 56B District Court <p style="text-align: right;">TOTAL \$72,760.94</p>
<p><u>Allegan County</u></p> <ul style="list-style-type: none"> • 48th Circuit Court • 3rd Probate Court • 57th District Court <p style="text-align: right;">TOTAL \$183,302.23</p>	<p><u>Benzie County</u></p> <ul style="list-style-type: none"> • 19th Circuit Court • 10th Probate Court • 85th District Court <p style="text-align: right;">TOTAL \$24,415.67</p>
<p><u>Alpena County</u></p> <ul style="list-style-type: none"> • 26th Circuit Court • 4th Probate Court • 88th District Court <p style="text-align: right;">TOTAL \$55,853.17</p>	<p><u>Branch County</u></p> <ul style="list-style-type: none"> • 15th Circuit Court • 12th Probate Court • 3A District Court <p style="text-align: right;">TOTAL \$86,572.52</p>
<p><u>Antrim County</u></p> <ul style="list-style-type: none"> • 13th Circuit Court • 5th Probate Court • 86th District Court <p style="text-align: right;">TOTAL \$26,548.98</p>	<p><u>Cass County</u></p> <ul style="list-style-type: none"> • 43rd Circuit Court • 14th Probate Court • 4th District Court <p style="text-align: right;">TOTAL \$77,311.49</p>
<p><u>Arenac County</u></p> <ul style="list-style-type: none"> • 23rd Circuit Court • 6th Probate Court • 81st District Court <p style="text-align: right;">TOTAL \$27,422.61</p>	<p><u>Charlevoix County</u></p> <ul style="list-style-type: none"> • 33rd Circuit Court • 7th Probate District Court • 90th District Court <p style="text-align: right;">TOTAL \$36,149.17</p>
<p><u>Cheboygan County</u></p> <ul style="list-style-type: none"> • 53rd Circuit Court • 16th Probate Court • 89th District Court 	<p><u>Dickinson County</u></p> <ul style="list-style-type: none"> • 41st Circuit Court • 22nd Probate Court • 95B District Court

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TOTAL	\$42,397.45	TOTAL	\$37,516.37
<u>Chippewa County</u>		<u>Emmet County</u>	
<ul style="list-style-type: none"> • 50th Circuit Court • 17th Probate Court • 91st District Court 		<ul style="list-style-type: none"> • 57th Circuit Court • 7th Probate District Court • 90th District Court 	
TOTAL	\$56,108.47	TOTAL	\$46,277.06
<u>Clare County</u>		<u>Gladwin County</u>	
<ul style="list-style-type: none"> • 55th Circuit Court • 17th Probate District • 80th District Court 		<ul style="list-style-type: none"> • 55th Circuit Court • 17th PD Court • 80th District Court 	
TOTAL	\$57,028.56	TOTAL	\$40,826.18
<u>Clinton County</u>		<u>Gogebic County</u>	
<ul style="list-style-type: none"> • 29th Circuit Court • 19th Probate Court • 65A District Court 		<ul style="list-style-type: none"> • 32nd Circuit Court • 27th Probate Court • 98th District Court 	
TOTAL	\$99,107.08	TOTAL	\$21,850.30
<u>Crawford County</u>		<u>Gratiot County</u>	
<ul style="list-style-type: none"> • 46th Circuit Court • 20th Probate Court • 87C District Court 		<ul style="list-style-type: none"> • 29th Circuit Court • 29th Probate Court • 65B District Court 	
TOTAL	\$35,319.13	TOTAL	\$63,370.84
<u>Delta County</u>		<u>Hillsdale County</u>	
<ul style="list-style-type: none"> • 47th Circuit Court • 21st Probate Court • 94th District Court 		<ul style="list-style-type: none"> • 1st Circuit Court • 30th Probate • 2B District Court 	
TOTAL	\$57,450.65	TOTAL	\$72,451.33
<u>Houghton County</u>		<u>Kalkaska County</u>	
<ul style="list-style-type: none"> • 12th Circuit Court • 31st Probate Court • 97th District Court 		<ul style="list-style-type: none"> • 46th Circuit Court • 40th Probate Court • 87B District Court 	
TOTAL	\$29,817.72	TOTAL	\$33,458.73
<u>Huron County</u>		<u>Keweenaw County</u>	
<ul style="list-style-type: none"> • 52nd Circuit Court • 32nd Probate Court • 73B District Court 		<ul style="list-style-type: none"> • 12th Circuit Court • 42nd Probate Court • 97th District Court 	
TOTAL	\$39,834.78	TOTAL	\$1,660.51

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<p><u>Ionia County</u></p> <ul style="list-style-type: none"> • 8th Circuit Court • 34th Probate Court • 64A District Court <p style="text-align: right;">TOTAL \$95,159.77</p>	<p><u>Lake County</u></p> <ul style="list-style-type: none"> • 51st Circuit Court • 43rd Probate Court • 79th District Court <p style="text-align: right;">TOTAL \$22,745.39</p>
<p><u>Iosco County</u></p> <ul style="list-style-type: none"> • 23rd Circuit Court • 35th Probate Court • 81st District Court <p style="text-align: right;">TOTAL \$41,444.43</p>	<p><u>Lapeer County</u></p> <ul style="list-style-type: none"> • 40th Circuit Court • 44th Probate Court • 71A District Court <p style="text-align: right;">TOTAL \$98,366.54</p>
<p><u>Iron County</u></p> <ul style="list-style-type: none"> • 41st Circuit Court • 36th Probate Court • 95B District Court <p style="text-align: right;">TOTAL \$18,701.77</p>	<p><u>Leelanau County</u></p> <ul style="list-style-type: none"> • 13th Circuit Court • 45th Probate Court • 86th District Court <p style="text-align: right;">TOTAL \$17,142.89</p>
<p><u>Isabella County</u></p> <ul style="list-style-type: none"> • 21st Circuit Court • 37th Probate Court • 76th District Court <p style="text-align: right;">TOTAL \$103,041.32</p>	<p><u>Lenawee County</u></p> <ul style="list-style-type: none"> • 39th Circuit Court • 46th Probate Court • 2A District Court <p style="text-align: right;">TOTAL \$153,120.63</p>
<p><u>Livingston County</u></p> <ul style="list-style-type: none"> • 44th Circuit Court • 47th Probate Court • 53rd District Court <p style="text-align: right;">TOTAL \$197,363.96</p>	<p><u>Menominee County</u></p> <ul style="list-style-type: none"> • 41st Circuit Court • 55th Probate Court • 95A District Court <p style="text-align: right;">TOTAL \$28,864.34</p>
<p><u>Luce County</u></p> <ul style="list-style-type: none"> • 11th Circuit Court • 6th Probate District Court • 92nd District Court <p style="text-align: right;">TOTAL \$11,646.67</p>	<p><u>Midland County</u></p> <ul style="list-style-type: none"> • 42nd Circuit Court • 56th Probate Court • 75th District Court <p style="text-align: right;">TOTAL \$99,468.57</p>
<p><u>Mackinac County</u></p> <ul style="list-style-type: none"> • 11th Circuit Court • 6th Probate District Court • 92nd District Court <p style="text-align: right;">TOTAL \$19,968.92</p>	<p><u>Missaukee County</u></p> <ul style="list-style-type: none"> • 28th Circuit Court • 57th Probate Court • 84th District Court <p style="text-align: right;">TOTAL \$21,298.43</p>

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<p><u>Manistee County</u></p> <ul style="list-style-type: none"> • 19th Circuit Court • 51st Probate Court • 85th District Court <p style="text-align: right;">TOTAL \$32,595.11</p>	<p><u>Montcalm County</u></p> <ul style="list-style-type: none"> • 8th Circuit Court • 59th Probate Court • 64B District Court <p style="text-align: right;">TOTAL \$99,100.22</p>
<p><u>Marquette County</u></p> <ul style="list-style-type: none"> • 25th Circuit Court • 52nd Probate Court • 96th District Court <p style="text-align: right;">TOTAL \$91,264.35</p>	<p><u>Montmorency County</u></p> <ul style="list-style-type: none"> • 26th Circuit Court • 60th Probate Court • 88th District Court <p style="text-align: right;">TOTAL \$14,787.84</p>
<p><u>Mason County</u></p> <ul style="list-style-type: none"> • 51st Circuit Court • 53rd Probate Court • 79th District Court <p style="text-align: right;">TOTAL \$47,443.04</p>	<p><u>Newaygo County</u></p> <ul style="list-style-type: none"> • 27th Circuit Court • 62nd Probate Court • 78th District Court <p style="text-align: right;">TOTAL \$82,163.36</p>
<p><u>Oceana County</u></p> <ul style="list-style-type: none"> • 27th Circuit Court • 64th Probate Court • 78th District Court <p style="text-align: right;">TOTAL \$39,780.36</p>	<p><u>Presque Isle County</u></p> <ul style="list-style-type: none"> • 53rd Circuit Court • 71st Probate Court • 89th District Court <p style="text-align: right;">TOTAL \$17,712.34</p>
<p><u>Ogemaw County</u></p> <ul style="list-style-type: none"> • 34th Circuit Court • 65th Probate Court • 82nd District Court <p style="text-align: right;">TOTAL \$54,838.28</p>	<p><u>Roscommon County</u></p> <ul style="list-style-type: none"> • 34th Circuit Court • 72nd Probate Court • 82nd District Court <p style="text-align: right;">TOTAL \$47,927.82</p>
<p><u>Ontonagon County</u></p> <ul style="list-style-type: none"> • 32nd Circuit Court • 66th Probate Court • 98th District Court <p style="text-align: right;">TOTAL \$7,218.25</p>	<p><u>St. Joseph County</u></p> <ul style="list-style-type: none"> • 45th Circuit Court • 75th Probate Court • 3B District Court <p style="text-align: right;">TOTAL \$125,020.23</p>
<p><u>Osceola County</u></p> <ul style="list-style-type: none"> • 49th Circuit Court • 18th Probate District Court • 77th District Court <p style="text-align: right;">TOTAL \$39,485.90</p>	<p><u>Sanilac County</u></p> <ul style="list-style-type: none"> • 24th Circuit Court • 76th Probate Court • 73A District Court <p style="text-align: right;">TOTAL \$51,850.01</p>

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<p><u>Oscoda County</u></p> <ul style="list-style-type: none"> • 23rd Circuit Court • 68th Probate Court • 81st District Court <p style="text-align: right;">TOTAL \$13,662.45</p>	<p><u>Schoolcraft County</u></p> <ul style="list-style-type: none"> • 11th Circuit Court • 5th Probate District Court • 93rd District Court <p style="text-align: right;">TOTAL \$12,518.75</p>
<p><u>Otsego County</u></p> <ul style="list-style-type: none"> • 46th Circuit Court • 69th Probate Court • 87A District Court <p style="text-align: right;">TOTAL \$50,626.41</p>	<p><u>Shiawassee County</u></p> <ul style="list-style-type: none"> • 35th Circuit Court • 78th Probate Court • 66th District Court <p style="text-align: right;">TOTAL \$95,964.88</p>
<p><u>Tuscola County</u></p> <ul style="list-style-type: none"> • 54th Circuit Court • 79th Probate Court • 71B District Court <p style="text-align: right;">TOTAL \$75,584.45</p>	<p><u>Wexford County</u></p> <ul style="list-style-type: none"> • 28th Circuit Court • 83rd Probate Court • 84th District Court <p style="text-align: right;">TOTAL \$64,089.08</p>
<p><u>Van Buren County</u></p> <ul style="list-style-type: none"> • 36th Circuit Court • 80th Probate Court • 7th District Court <p style="text-align: right;">TOTAL \$125,199.96</p>	

**APPENDIX B – CESF Grant Totals for
Municipal and 3rd Class District Court Applicants**

The following identifies the total amount of CESF funding available to each municipal and 3rd class district court.

Court/Municipality	CESF Allocation
Ypsilanti Township - 14B District Court	\$37,631.92
Garden City - 21st District Court	\$20,109.36
Allen Park City - 24th District Court	\$31,915.36
Melvindale City - 24th District Court	\$31,915.36
Ecorse City - 25th District Court	\$13,693.98
River Rouge City - 25th District Court	\$13,693.98
Riverview City - 27th District Court	\$12,672.95
Wyandotte City - 27th District Court	\$12,672.95
Southgate City - 28th District Court	\$28,862.14
Harper Woods City - 32A District Court	\$15,300.56
Brownstown Township - 33rd District Court	\$7,537.37
Flat Rock City - 33rd District Court	\$7,537.37
Gibraltar City - 33rd District Court	\$7,537.37
Grosse Ile Township - 33rd District Court	\$7,537.37
Trenton City - 33rd District Court	\$7,537.37
Woodhaven City - 33rd District Court	\$7,537.37
Rockwood City - 33rd District Court	\$7,537.37
Northville City - Wayne - 35th District Court	\$1,570.60
Plymouth City - 35th District Court	\$5,497.11
Northville City - Oakland - 35th District Court	\$1,570.60
Northville Township - 35th District Court	\$12,564.81
Plymouth Township - 35th District Court	\$10,208.91
Center Line City - 37th District Court	\$12,665.46
Fraser City - 39th District Court	\$8,880.07
St. Clair Shores City - 40th District Court	\$56,970.01
Shelby Township - 41A District Court	\$22,143.43
Utica City - 41A District Court	\$22,143.43
Macomb Township - 41A District Court	\$22,143.43
Harrison Township - 41B District Court	\$14,709.56
Mount Clemens City - 41B District Court	\$13,728.92
Ferndale City - 43rd District Court	\$42,615.33
Hazel Park City - 43rd District Court	\$42,615.33
Madison Heights City - 43rd District Court	\$42,615.33
Berkley City - 44th District Court	\$37,368.74
Royal Oak City - 44th District Court	\$37,368.74

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Huntington Woods City - 45th District Court	\$12,120.21
Oak Park City - 45th District Court	\$12,120.21
Pleasant Ridge City - 45th District Court	\$12,120.21
Royal Oak Township - 45th District Court	\$12,120.21
Farmington City - 47th District Court	\$26,448.81
Farmington Hills City - 47th District Court	\$26,448.81
Birmingham City - 48th District Court	\$12,084.86
Bloomfield Hills City - 48th District Court	\$12,084.86
Bloomfield Township - 48th District Court	\$12,084.86
Keego Harbor City - 48th District Court	\$12,084.86
Orchard Lake Village City - 48th District Court	\$12,084.86
Sylvan Lake City - 48th District Court	\$12,084.86
West Bloomfield Township - 48th District Court	\$12,084.86
Pontiac City - 50th District Court	\$56,934.29
Waterford Township - 51st District Court	\$22,846.68
East Lansing City - Ingham - 54B District Court	\$28,681.86
Grandville City - 59th District Court	\$9,560.62
Walker City - 59th District Court	\$9,560.62
Grosse Pointe City - Grosse Pointe Municipal Court	\$3,247.53
Grosse Pointe Farms City - Grosse Pointe Farms Municipal Court	\$4,279.87
Grosse Pointe Shores City - Grosse Pointe Farms Municipal Court	\$4,279.87
Grosse Pointe Park City - Grosse Pointe Park Municipal Court	\$7,603.09
Grosse Pointe Woods City - Grosse Pointe Woods Municipal Court	\$5,388.74