



Michigan Supreme Court

State Court Administrative Office
Michigan Hall of Justice
P.O. Box 30048
Lansing, Michigan 48909
517-373-0128

Thomas P. Boyd
State Court Administrator

MEMORANDUM

DATE: November 24, 2020
TO: Judges
Court Administrators
Probate Registers
CC: Authorized Users of MCAP Applications
FROM: Thomas P. Boyd
RE: Reporting Deadlines Extended to December 22

This year, SCAO suspended reporting deadlines in April and provided specific deadlines in June. This memo further extends the reporting deadlines for the remaining reports to December 22. If you have any difficulty submitting these reports by the revised deadlines, please contact your regional administrator.

The time period covered by the reports remains unchanged. For example, the Court Costs Imposed and Collected Report that is normally due in March will still cover activity in 2019.

Original Deadline	2020 Deadline	Report Name	Applicability	Authority
March 31	December 22	Court Costs Imposed and Collected (CCIC)*	Circuit & District Cts	MCL 769.1k(8)
March 31	December 22	Court Security Reporting	All Trial Courts	AO 2019-1
March 31	December 22	Jury Statistics Report (JSR)*	All Trial Courts	
March 31	December 22	Permanency Indicators Reports (PIR)*	Circuit Courts**	MCL 712A.22
April 30	December 22	PIR Verification*	Circuit Courts	MCL 712A.22
July 30	December 22	Collections Data System (CDS)*	Circuit, Family, & District Courts	
July 30	December 22	Deficiencies in Guardianship/ Conservatorship Administration	Chief Probate Judges	
August 1	December 22	FOC Statutory Review	Chief Circuit Judges	MCL 552.524

*Submitted through MCAP to SCAO.

**The 22nd Circuit Court of Washtenaw County and courts that manage child protective cases using a JIS system are not required to submit a PIR report. See the March 22, 2019 [memo](#) for additional details.