



MICHIGAN INDIGENT  
DEFENSE COMMISSION

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January 26, 2021

Dear Local System Stakeholders:

I hope that you have had a healthy and good first few weeks of 2021.

The Commission held its last meeting of 2020 in December, where it continued to review and approve submissions of compliance plans and cost analyses. To date, the Commission has approved 116 of 120 compliance plans.

I am pleased to share that the changes that we have made to the contracting process for FY21 greatly reduced the timing for processing contracts and the distribution of funds to local systems. If you are unsure of the status of your funding unit's compliance plan and cost analysis, please contact your Regional Manager.

The Commission's first meeting of 2021 will be held remotely on February 23<sup>rd</sup>, beginning at 9:00 a.m. The agenda and meeting packet, as well as a link to join the meeting will be posted on the Commission's website in advance of the meeting. All of the Commission's 2021 meeting dates are available on its website.

### **FY21 Grant Contracts**

MIDC has been executing contracts for fiscal year 2021 as they are approved by the Commission. To date 111 of 116 contracts approved by the Commission have been fully executed.

Please be sure to provide a copy of the contract to anyone who is responsible for any aspect of managing the grant. The grant contract includes important information regarding distribution of funds, required reporting and processes related to budget and plan adjustments, which will be submitted with quarterly reporting.

### **FY21 First Quarter Reporting**

A reminder that all systems with current grant contracts will be required to submit first quarter reports no later than **February 1, 2021**. This reporting covers the period of activity between October 1, 2020 - December 31, 2020 and will include:

- A revised quarterly program report detailing compliance with current minimum standards;
- A financial status report with information about spending during the reporting period;
- A list of the attorneys providing services.

Reporting instructions have been updated on the website. In an effort to further support our local systems, we have included a series of videos on our [YouTube channel](#) describing changes and reporting requirements.

- The first video includes an [overview of the changes](#) (approximately 6 minutes long);
- The [program reporting video](#) (approximately 15 minutes long) answers some of the most common questions we receive;
- The [financial status reporting video](#) (approximately 15 minutes long) includes information about the a number of topics.

If you have questions or concerns about reporting, please contact your Regional Manager.

### **FY22 Compliance Planning**

MIDC Regional Managers are in the process of scheduling meetings with funding unit stakeholders to support compliance planning for fiscal year 2022. Compliance plans will be due **April 27, 2021** and must include planning for Minimum Standard 5.

Compliance planning forms and specific information related to FY22 planning and Standard 5 will be available on the website soon.

This year, local funding units will submit FY22 compliance plans and cost analyses through the EGrAMS grant management system. Training will be available for local systems during the period of March 22-29, 2021.

### **Important Upcoming Dates**

Please make note of the following upcoming dates:

- **February 1, 2021** – FY21 first quarter grant reporting due;
- **February 23, 2021** – Next meeting of the Michigan Indigent Defense Commission;
- **March 22-29, 2021** – Local system training on EGrAMS;
- **April 27, 2021** – FY22 Compliance plan and cost analysis due, including Standard 5.

Please do not hesitate to contact me if you have any feedback, or your Regional Manager if you have questions about implementation or planning. We encourage you to continue to check our website where you can find regularly updated information.

Sincerely,

*s/Loren Khogali*

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