

S T A T E O F M I C H I G A N

BOARD OF COMMISSIONERS OF THE COUNTY OF ALLEGAN

**FINANCE - APPLY/ACCEPT CORONAVIRUS EMERGENCY SUPPLEMENTAL FUNDING
(CESF)**

WHEREAS, the County of Allegan received notice through the Michigan Byrne JAG of available CESF funds in which the County sought to seek up to \$150,000 to reimburse the courts for expenses directly related to prevention of, preparation for, or response to coronavirus from January 1, 2022 through December 31, 2022.

THEREFORE BE IT RESOLVED that the Board authorizes the County Administrator to apply for and accept the CESF; and

BE IT FINALLY RESOLVED that the County Administrator is authorized to sign the necessary documents on behalf of the County and the Executive Director of Finance is authorized to perform the necessary budget adjustments to complete this action.

Allegan County Grants

Request for Action (RFA) Form - Application

Section I - General Information

Name of Grant	Grant Period / Term
Coronavirus Emergency Supplemental Funding (CESF)	1/1/2022-12/31/2022
Source of Grant Funding - Agency Name	Federal, State, Local
Byrne JAG	Federal
Submitted by and/or Program Manager	Service Area Requesting
Linda Lenahan	On behalf of District Court, Circuit Court, Probate Court
Brief summary of Grant program	Reimbursement based grant directly related to prevention of, preparation form, or response to coronavirus. Allocation Amounts: up to \$150,000 Max

Section II - Application

Request Type	New Grant	Work Order No.	207368
Specific Action Requested	Emergency Approval	Request Date	11/10/2021
Request Submission Deadline (Date)	11/19/21 at 12pm(noon)	Approval Date	
Grant request approved by BOC with Budget	No		
Signatures Needed	County Administrator		
Funding Sources	Estimated amounts approved with Grant Renewal list	Application Amount	
Grant Funding	\$ -	\$	150,000.00
Required Local Match	\$ -	\$	-
County Funding	\$ -	\$	-
TOTAL	\$ -	\$	150,000.00

Notes or Additional Information

Several of the projects within the Grant Budget will require Project Scoping Forms to be completed before project is approved internally.

2022 CORONAVIRUS EMERGENCY SUPPLEMENTAL FUNDING (CESF)

This application is due to the MSP/GCSD no later than 12 p.m. (noon) EDT on November 19, 2021. Late submissions and/or incomplete applications will not be accepted. Submission must be made electronically to misp-cesf@michigan.gov.

I. Applicant Information			
Agency Name ⓘ Allegan County/Allegan County COURTS		Agency Address (Street, City, State, and Zip) 3283 122nd Avenue, Allegan MI 49010	
Date of Application 11-10-21		Project Start Date January 1, 2022	Project End Date December 31, 2022
Agency's SIGMA Vendor ID ⓘ CV0022586	Agency's SIGMA Address ID 001	Federal Tax Identification Number 38-1914307	DUNS Number ⓘ 014277167
II. Geographic Data			
County(ies) Served Allegan		Population of County(ies) Served ⓘ 118,000	
III. Funding Disclosure			
<p>Is your jurisdiction also applying for other grant or foundation dollars (Federal, State, or Private) that will be used to pay for the budget items in this application? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>If yes, please explain.</p>			
IV. Project Information			
<p>Grant Summary</p> <p>Describe your agency's efforts for responding to the coronavirus (a maximum of 400 characters). Be sure this description accurately represents what has been completed as well as future plans.</p> <p>Allegan County will utilize Coronavirus Emergency Supplemental Funding for COVID-19 response, preparedness and prevention. Funding will allow the County to provide citizens and staff with the environment and services needed to conduct business in a safe manner.</p>			
<p>Program Narrative</p> <p>Describe the impacts of the coronavirus on your agency and the issues specific to your agency. (A maximum of 2,000 characters is allowed for this section).</p> <p>Allegan County Courts will utilize funding to implement projects that prioritize remote working, remote court hearings, social distancing, reducing the number of shared documents/files, and cleaning and safety for court staff and citizens.</p>			
V. Designation of Grant Officials ⓘ			
<p>Authorized Official</p> <p>This individual is authorized to enter into binding contracts for the jurisdiction receiving funds (this is normally the mayor, city manager, county administrator, etc.).</p>			
Authorized Official Name and Title Robert J Sarro County Administrator		Agency Allegan County	Phone Number 269-673-0203
Address 3283 122nd Avenue, Allegan MI 49010		Email Address rsarro@allegancounty.org	
<p>Project Director</p> <p>This individual is designated by the agency to be directly responsible for all grant activities, including reporting, and is the main contact.</p>			
Project Director Name and Title Linda Lenahan, District Court Administrator		Agency Allegan County	Phone Number 269-673-0203
Address 113 Chestnut Street, Allegan MI 49010		Email Address llenahan@allegancounty.org	

Financial Officer This individual has detailed knowledge of the grant budgeting and accounting practices of the agency. The financial officer will be responsible for all financials regarding the reimbursement of grant funds.		
Financial Officer Name and Title Lorna Nenciarini, Executive Director of Finance	Agency Allegan County	Phone Number 269-673-0203
Address 3283 122nd Avenue, Allegan MI 49010		Email Address lnenciarini@allegancounty.org
VI. Budget Information All budget items must be directly related to the court's response to the coronavirus pandemic.		
Allocation Amounts: <ul style="list-style-type: none"> • Counties served with a population over 200,000: Maximum of \$250,000 • Counties served with a population between 75,000 and 200,000: Maximum of \$150,000 • Counties served with a population below 75,000: Maximum of \$75,000 		
Overtime Expenses Provide a description of all Overtime expenses. This must include the position title, justification for overtime, and the grant funds allocated toward each position.		
		Total Overtime Grant Funds: \$0.00
Supplies and Materials Expenses Provide a description of all Supply and Material expenses. Include the budget item and the grant funds allocated toward each item. See attached		
		Total Supplies and Materials Grant Funds: \$47,000.00
Equipment Expenses Provide a description of all Equipment expenses. Include the budget item and the grant funds allocated toward each item. DO NOT use this budget line unless an individual item costs more than \$5,000. Items costing under \$5,000 should be listed under Supplies and Materials. See attached		
		Total Equipment Grant Funds: \$53,000.00
Other Expenses Provide a description of all Other expenses. Include the budget item and the grant funds allocated toward each item.		
		Total Other Grant Funds: \$0.00
Contractual (Subcontracts) Expenses Total number of Contractor positions anticipated for this project: 1		
Budget Information Provide details regarding each Contractor in the space provided. You MUST include the following information for EACH Contractor: <ul style="list-style-type: none"> • Agency Type (Options: State Agency, County, Local (City, Township, Village), Private, Nonprofit, College/University) • Name of Contractor • Brief Description of Services • If the Contractor includes personnel and number of personnel • Contractor Address (Street Address, City, State, and Zip Code) • The grant funds allocated toward each Contractor 		
Contractor Position(s) Information Private - Graphic Sciences - Document Scanning Services - \$50,000 1551 E Lincoln, Madison Heights, MI 48071		
		Total Contractual Grant Funds: \$50,000.00
Grand Total of Requested Funding: \$150,000.00		
VII. Certification		
<input checked="" type="checkbox"/> I certify, to the best of my knowledge, that the above information is true, complete, and accurate.		

CESF 2022 Supplemental Grant
ALLEGAN COURTS

Category	Description	Quantity	Price/unit	Cost	Vendor	Purpose
MATERIALS	Adobe Acrobat	3	\$ 300.00	\$ 900.00	Adobe	To allow Courts to operate remotely - Single User Software for Courts (one for each)
MATERIALS	Disposable masks/gloves			\$ 5,000.00	Various	PPE for staff, vendors, jury
MATERIALS	Cleaning Supplies			\$ 5,065.00	Various	Increase in frequency of cleaning
MATERIALS	Touchless Thermometers	10	\$ 50.00	\$ 500.00	Various	For staff, vendors, jury
MATERIALS	Tablets for Circuit Court	30	\$ 500.00	\$ 15,000.00	Apple	Social Distancing and Reduction in Shared materials 24 Tablets for Jurors 6 Tablets for Conference Rooms - Zoom Court
MATERIALS	Tablets for District Court	10	\$ 500.00	\$ 5,000.00	Apple	Social Distancing and Reduction in Shared materials 9 Tablets for Jurors - 1 Tablets for Conference Rooms - Zoom Court
MATERIALS	Tablets for Probate Court	3	\$ 500.00	\$ 1,500.00	Apple	To allow Courts to operate remotely and/or Social Distanced 1 Tablets for Conference Rooms - Zoom Court
MATERIALS	Extra Tablets	2	\$ 500.00	\$ 1,000.00	Apple	
MATERIALS	Multi-charging station for Tablets	10	\$ 100.00	\$ 1,000.00	Apple, Various	
MATERIALS	Docking Station for Tablets	10	\$ 100.00	\$ 1,000.00	Apple, Various	For Conference Room Tablets
MATERIALS	Tablet Cases, accessories (all)	43	\$ 45.00	\$ 1,935.00	Apple, Various	
MATERIALS	Microsoft Office Licenses	6	\$ 350.00	\$ 2,100.00		To allow for additional laptop deployment and remote work
MATERIALS	Scanners - Probate Court	3	1,000.00	3,000.00	CDW Government	To allow Courts to operate remotely
MATERIALS	Scanners - Circuit Court	4	1,000.00	4,000.00	CDW Government	To allow Courts to operate remotely
EQUIP	Matterhorn Dispute Resolution System	1	\$ 30,000.00	\$ 30,000.00	Matterhorn	To allow Courts to operate remotely
EQUIP	BIS mobile court recording software units	2	\$ 10,000.00	\$ 20,000.00	BIS	To allow Courts to operate remotely
EQUIP	Laptops for (3) mobile BIS solutions	3	\$ 1,000.00	\$ 3,000.00	BIS	To allow Courts to operate remotely
CONTRACTU	Criminal/Civil File scanning			50,000.00	Graphic Sciences	Ability to access Court Files from Remote Working locations Touch-free approach to sharing files
TOTAL				150,000.00		