



**OFFICE OF THE
CHIEF FINANCIAL OFFICER**
Office of Development and Grants

Coleman A. Young Municipal Center
2 Woodward Avenue, Suite 1026
Detroit, Michigan 48226

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July 8, 2025

The Honorable Detroit City Council
ATTN: City Clerk Office
200 Coleman A. Young Municipal Center
Detroit MI 48226

RE: Request to Accept and Appropriate the FY 2026 Michigan Indigent Defense Commission Grant

Each year, the Michigan Indigent Defense Commission (MIDC) awards the City of Detroit Law Department with an annual Michigan Indigent Defense Commission Grant. The FY 2026 Michigan Indigent Defense Commission Grant will be awarded for a total of \$6,116,714.02, with a required cash match of 1,091,990.48. The total project cost is \$7,208,704.50. This request is to establish an appropriation to allow services to continue through the beginning of the grant period, which begins October 1, 2025.

The objective of the grant is to resources for public defense services at the 36th District Court and ensure that the process is fair for defendants. The funding allotted to the department will be utilized to provide various assigned counsels and contracted attorneys. This is a reimbursement grant.

If approval is granted to accept and appropriate this funding, the appropriation number is 21542, with the cash match coming from appropriation number 29320.

I respectfully ask your approval to accept and appropriate funding in accordance with the attached resolution.

Sincerely,

DocuSigned by:
Terri Daniels
4D2BEEE23C8D489...

Terri Daniels
Director, Office of Development and Grants

DocuSigned by:
Donald R. Johnson
34F9071313654A4...

Office of Budget

CC:
Sajjiah Parker, Assistant Director, Grants



Office of Development and Grants

RESOLUTION

Council Member _____

WHEREAS, the Law Department is requesting authorization to accept a grant from the Michigan Indigent Defense Commission (MIDC), in the amount of \$6,116,714.02, to provide resources for public defense services at the 36th District Court and ensure that the process is fair for defendants; and

WHEREAS, the Law Department has \$1,091,990.48 available in its FY 2026 Departmental allocation in appropriation 29320, for the City match requirement for the FY 2026 Michigan Indigent Defense Commission Grant; and

WHEREAS, this request has been approved by the Office of Budget; now

THEREFORE, BE IT RESOLVED that the Director or Head of the Department is authorized to execute the grant agreement on behalf of the City of Detroit, and

BE IT FURTHER RESOLVED, that the Budget Director is authorized to establish Appropriation number 21542, in the amount of \$7,208,704.50, which includes a cash match coming from appropriation number 29320, for the FY 2026 Michigan Indigent Defense Commission Grant.

Facesheet for Compliance Plan and Cost Analysis Renewal - FY 2026
 Agency: City of Detroit
 Application: Compliance Plan and Cost Analysis Renewal - FY 2026

5/1/2025

1. Applicant Information

- a. Applicant Name City of Detroit
- b. Organizational Unit D 36 - Detroit
- c. Address 2 Woodward Ave.
- d. Address 2 Suite 1126
- e. City Detroit State MI Zip 48221
- f. Federal ID Number 31-3628027 Reference No. Unique Entity Id.
- g. Agency's fiscal year (beginning month and day) July-01
- h. Agency Type
 - City Township County
 - Village

2. Project Information

- a. Project Name Compliance Plan and Cost Analysis Renewal - FY 2026
- b. Is implementing agency same as Applicant Yes No
- c. Implementing Agency Name
- d. Project Start Date Oct-01-2025 End Date Sep-30-2026
- e. Amount of Funds Requested \$6,116,714.02 Project Cost \$7,208,704.50
- f. Agency Local Share: 1,091,990.48

Facesheet for Compliance Plan and Cost Analysis Renewal - FY 2026
 Agency: City of Detroit
 Application: Compliance Plan and Cost Analysis Renewal - FY 2026

5/1/2025

3. Contacts

a. Authorized Official

Name Terri Daniels
 Title Deputy Director
 Mailing Address 2 Woodward, suite 1026
 City Detroit State MI Zip 48226
 Telephone (313) 610-0457 Fax
 E-mail Address danielste@detroitmi.gov

b. Financial Officer

Name Colleen Doctor
 Title Financial Officer
 Mailing Address 2 Woodward Avenue
 City Detroit State MI Zip 48226
 Telephone (313) 628-0272 Fax
 E-mail Address doctorc@detroitmi.gov

c. Project Director / Primary Contact

Name Rahm Mormando
 Title Assistant Director
 Mailing Address 421 Madison St
 City Detroit State MI Zip 48226
 Telephone (734) 649-8925 Fax
 E-mail Address rahm.mormando@detroitmi.gov

Submitter Information

Funding Unit/System Name: D 36 - Detroit

I hereby certify that I am authorized to submit the application and the information and representations contained in the application is true and correct.

Submitted By (include name, title, email address and phone number):

Name: Rahm Mormando
 Title: Other
 Email Address: rahm.mormando@detroitmi.gov
 Phone Number: (734) 649-8925

Date: 04/22/2025

 Signature: Rahm Mormando

Delivery System Model

1. What type of indigent defense delivery system do you have currently? (indicate all that apply):
 - Public Defender Office (county employees)
 - Public Defender Office (non-profit/vendor model)
 - Managed Assigned Counsel System (Name of MAC Attorney Manager and P#:)
 [Ruth Carter P#40556 and Rahm Mormando P# 78215]
 - Contract Defender System
 - Regionalized system or coordination with other trial court funding units

If you are unsure about your type of indigent defense delivery system, more information can be found in MIDC's report entitled Delivery System Reform Models (2016), posted here: <https://michiganidc.gov/resources>. Questions can also be directed to your MIDC Regional Manager.

2. Are you proposing to change your type of indigent defense delivery system for next year? Please respond Yes or No. Yes No

3. If you are changing your indigent defense delivery system, what model do you plan to use next year?

Standard 1 - Training and Education for Compliance Plan and Cost Analysis Renewal - FY 2026

Agency: City of Detroit

Application: Compliance Plan and Cost Analysis Renewal - FY 2026

Standard 1

Training of Attorneys

- 4. Number of attorneys who accept adult criminal defense assignments as of October 1 83
- 5. Number of attorneys with less than 2 years of Michigan criminal defense experience as of October 1 1

In EGrAMS, please include a list of names and P#s of all the attorneys who accept adult criminal defense case assignments in your system, including conflict counsel and counsel for youths charged as adults and qualification level for assignments.

- 6. What is your plan for training attorneys with less than 2 years of Michigan criminal defense experience?
 Any attorney with less than two years will be required to attend a skills class with CDAM, Keely-Blanchard, or some other approved source, if they have not already done so, at the time of preparation of this proposal all attorneys with less than 2 years have completed this requirement. For attorneys who seek to be added to the list and do not have this requirement met, we will require them to attend one of the accepted courses, and then once they are added to the list we will reimburse them for the expense. We will budget for 10 new attorneys to attend this type of training in FY26 as we continue to try to add to our roster. Currently all attorneys in this category have completed their skill training.

Standard 1 (Page 2)

- 7. Please describe your system's training plan, including how compliance will be tracked for reporting requirements:

All attorneys are registered with the Wayne County Cap program. All attorneys will also be provided with membership to NAPD and SADO's Criminal Defense Resource Center. Any attorney who has less than two years of criminal defense experience will attend a CDAM, or other approved, skills training.

The IDC Office will continually monitor the CAP training throughout the year to ensure continued compliance by the attorneys. Attorneys will be sent regular updates throughout the year as reminders of the requirements as well as notices for additional training opportunities.

Additionally, all attorneys receiving assignments in the 36th DC must complete the Bail Partnership Agreement Training. This is an approximately 4 hour course that counts toward the 12 hour CLE requirement. Currently this is a one time course.

Will you require your attorneys to submit attendance directly through the MIDC's continuing legal education database provider, CE Broker? Yes No

If no, please describe how attendance will be tracked and reported to the MIDC:

Standard 1 (Page 3)

- 8. If an attorney does not complete the required training, how will the system address the noncompliance?

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Standard 1 - Training and Education for Compliance Plan and Cost Analysis Renewal - FY 2026

Agency: City of Detroit

Application: Compliance Plan and Cost Analysis Renewal - FY 2026

Attorneys will be sent regular reminders through the year of the CLE requirement along with their progress toward the required hours. If an attorney does not complete the required training prior to the end of the calendar year, they will be notified that they are removed from the list until they complete all of the CLE requirements (12 hours for attorneys with more than 2 years of experience) for the following year. They will not receive assignments until they complete all of the necessary CLE hours for the following year. Upon completion of the required hours they will be reinstated and eligible for assignments. All training will be required to be uploaded to CE broker and this will be monitored regularly for compliance with Standard 1.

Standard 2 - Initial Interview for Compliance Plan and Cost Analysis Renewal - FY 2026 5/1/2025
 Agency: City of Detroit
 Application: Compliance Plan and Cost Analysis Renewal - FY 2026

Standard 2

Initial Client Interviews

9. The MIDC Standards require the selection and assignments of attorneys to be done independently from the judiciary. How and when are defense attorneys notified of new assignments?

For House Counsel assignments, the IDS office notifies the Court's Trial Services office of the assignments for attorney coverage of the various Courtrooms and cases. This is done via regular emails and phone calls initiated by the IDS office to Trial Services. The IDS office provides Trial Services with assignments for a period of two weeks at a time, at least two weeks prior to the assignment date. Trial Services handles the notification to the respective attorneys regularly, also by email and phone call, depending on the individual attorney. Trial Services does not have any input into which attorneys are selected.

For individually assigned cases, the IDS office notifies the attorney directly as well as informing the Court of which attorney is assigned to the case. This is done with no input from the Court as to which attorney is assigned.

In FY25 we are implementing a new system for assignments. This will take effect fully during FY26. We will be migrating to the ZLS app that is currently used in the Wayne County Regional office (as well as other systems around the State). Initially the system will be used for tracking time and invoices, however it will eventually also be used for assignments. Once we adopt this system fully the plan is as follows for individual assignments:

- When an individual whose case is in the house counsel system requests an individual attorney for trial (or other reasons) the Court Clerk will enter the request into ZLS with the relevant information.
- The MAC (either Ruth Carter or Rahm Mormando) will receive the request, review it, and make the assignment via ZLS.
- The attorney who is assigned to the case will be notified of the assignment via email from the ZLS app.
- The attorney accepts the case via their ZLS portal.
- If an attorney cannot accept an assignment for some reason, then the case will be rejected back to the MAC for assignment until an appropriate attorney accepts the assignment.

We will eventually use ZLS for assigning House Counsel days as well. However, we are concentrating on the billing, and individual assignments at this time.

Standard 2 (Page 2)

10. How are you verifying that in-custody attorney client interviews occur within three business days?

All in-custody defendants are represented at arraignment by the Misdemeanor Felony Defenders P.C. who holds both the contract for

Standard 2 - Initial Interview for Compliance Plan and Cost Analysis Renewal - FY 2026 5/1/2025
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Arraignments and State Misdemeanors. Any defendant charged with a misdemeanor who remains in custody post-arraignment has already met with the attorney who will represent them for the duration of their case. If the defendant has been charged with a felony, the arraignment interview sheets and information is emailed to the 3rd C.C. administrator after each arraignment session (twice per day) for assignment. These cases fall under their watch.

IDS staff does conduct independent verification through random sample audits and contact with both attorneys and clients to ensure that this requirement is being met by assigned attorneys.

Standard 2 (Page 3)

11. How are you verifying attorneys' introductory communications with out-of-custody clients?

Attorneys complete self-report documentation certifying that introductory communications were completed. IDS staff review this documentation to ensure compliance. Self-report documentation is required in order for attorneys to receive payment.

IDS staff conducts independent verification through random sample audits and contact with both attorneys and clients to ensure that this requirement is being met by assigned attorneys.

With the addition of ZLS, we will be adding a step for the billing attorneys on individually assigned cases that requires the attorney to verify that they have made initial contact with out of custody clients on every case. This is a step that is already integrated into the software.

Standard 2 (Page 4)

12. How are you compensating attorneys for conducting initial interviews? Please include whether you intend to compensate attorneys differently for in-custody and out-of-custody interviews.

Attorneys will be paid at the standard rate of \$130 per hour, billed for actual time worked that they document and submit invoices for. Compensation will be the same for in or out of custody clients.

Standard 2 (Page 5)

Confidential Meeting Spaces

- | | | |
|-----|--|----|
| 13. | How many confidential meeting spaces are in the jail? | 9 |
| 14. | What is the TOTAL amount of confidential meeting spaces in the courthouse? | 11 |
| 15. | How many confidential meeting spaces in the courthouse are for in-custody clients? | 11 |

Please describe these spaces.

Even though there are meeting spaces in the new Wayne County Jail, our system does not utilize that jail facility. All in-custody individuals for the City of Detroit are housed at the Detroit Detention Center (DDC). Anyone housed in the Wayne County Jail is a part of the Wayne County Felony system, and outside of our purview.

In the DDC they have 9 rooms for attorneys to meet with clients in person. All of these rooms have operational polycom/zoom units for attorneys to meet with the detainees. These rooms depend on

Standard 2 - Initial Interview for Compliance Plan and Cost Analysis Renewal - FY 2026 5/1/2025
Agency: City of Detroit
Application: Compliance Plan and Cost Analysis Renewal - FY 2026

the DDC personal to close the door and window to the outside for confidentiality. When the door and window of the respective room is closed these rooms are private.

All 11 of the confidential meeting spaces in the courthouse have operational polycom units that can connect to the DDC or the Wayne County Jail. This allows an attorney to use these spaces for either incustody or out-of-custody clients. These rooms have a door that can be closed and are outfitted with a small table or desk and chairs along with the polycom unit.

Standard 2 (Page 6)

16. How many confidential meeting spaces in the courthouse are for out-of-custody clients? 11

Please describe these spaces.

All 11 of the confidential meeting spaces in the courthouse have operational polycom units that can connect to the DDC or the Wayne County Jail. This allows an attorney to use these spaces for either in-custody or out-of-custody clients. These rooms have a door that can be closed and are outfitted with a small table or desk and chairs along with the polycom unit.

Standard 2 (Page 7)

17. Any changes from the prior year's compliance plan for your confidential meeting spaces? Please respond Yes or No. Yes No

If Yes, please describe the proposed changes.

Standard 3 - Investigation and Experts for Compliance Plan and Cost Analysis Renewal - FY 2026

Agency: City of Detroit

Application: Compliance Plan and Cost Analysis Renewal - FY 2026

Standard 3

Experts and Investigators

18. The MIDC Standards require approval of expert and investigative assistance to be independent from the judiciary. Describe the process of how attorneys request expert witness assistance for their indigent clients:

Currently the list of experts and investigators has been compiled and will continue to be maintained by the Defense Bar in collaboration with the 3rd Circuit Court and the approved attorneys. Attorneys submit a short form with their request that outlines their basic need and reason for need to the IDS office. The IDS Coordinator or Deputy Coordinator will review the request and if approved assist the assigned attorney with selection of the expert or investigator if needed. The IDS office works with the expert or investigator to organize direct payment if possible. If this is not possible, then the attorney will be reimbursed as needed. Rates for the experts and investigators are not to exceed those published by the MIDC.

With the integration of ZLS, we will be migrating the process for requesting experts and investigators over to this program.

We will be migrating the list of investigators and experts into the ZLS database for our attorney roster to select from in their request process.

Attorneys will login to their ZLS portal, make a request for an investigator or expert, that includes the basic outline for what they need for their case. Requests will be submitted to the MAC (Ruth Carter or Rahm Mormando) for approval. The investigator or expert will be notified via email of the assignment and will also use the ZLS portal to submit time information for payments.

Standard 3 (Page 2)

19. Any change from the prior year's process to request expert witness assistance? Yes No
Please respond Yes or No.

If yes, please explain the change:

During FY26 we will be migrating all requests for experts and investigators into the ZLS system that we are currently bringin online.

Currently the list of experts and investigators has been compiled and will continue to be maintained by the Defense Bar in collaboration with the 3rd Circuit Court and the approved attorneys. Attorneys submit a short form with their request that outlines their basic need and reason for need to the IDS office. The IDS Coordinator or Deputy Coordinator will review the request and if approved assist the assigned attorney with selection of the expert or investigator if needed. The IDS office works with the expert or investigator to organize direct payment if possible. If this is not possible, then the attorney will be reimbursed as needed. Rates for the experts and investigators are not to exceed those published by the MIDC.

With the integration of ZLS, we will be migrating the process for requesting experts and investigators over to this program.

We will be migrating the list of investigators and experts into the ZLS database for our attorney

Standard 3 - Investigation and Experts for Compliance Plan and Cost Analysis Renewal - FY 2026

Agency: City of Detroit

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roster to select from in their request process.

Attorneys will login to their ZLS portal, make a request for an investigator or expert, that includes the basic outline for what they need for their case. Requests will be submitted to the MAC (Ruth Carter or Rahm Mormando) for approval. The investigator or expert will be notified via email of the assignment and will also use the ZLS portal to submit time information for payments.

Standard 3 (Page 3)

20. Describe the process of how attorneys request investigative assistance:

Currently the list of experts and investigators has been compiled and will continue to be maintained by the Defense Bar in collaboration with the 3rd Circuit Court and the approved attorneys. Attorneys submit a short form with their request that outlines their basic need and reason for need to the IDS office. The IDS Coordinator or Deputy Coordinator will review the request and if approved assist the assigned attorney with selection of the expert or investigator if needed. The IDS office works with the expert or investigator to organize direct payment if possible. If this is not possible, then the attorney will be reimbursed as needed. Rates for the experts and investigators are not to exceed those published by the MIDC.

With the integration of ZLS, we will be migrating the process for requesting experts and investigators over to this program.

We will be migrating the list of investigators and experts into the ZLS database for our attorney roster to select from in their request process.

Attorneys will login to their ZLS portal, make a request for an investigator or expert, that includes the basic outline for what they need for their case. Requests will be submitted to the MAC (Ruth Carter or Rahm Mormando) for approval. The investigator or expert will be notified via email of the assignment and will also use the ZLS portal to submit time information for payments.

Standard 3 (Page 4)

21. Any change from the prior year's process to request investigative assistance? Yes No
Please respond Yes or No.

If yes, please explain the change:

During FY26 we will be migrating all requests for experts and investigators into the ZLS system that we are currently bringing online.

Currently the list of experts and investigators has been compiled and will continue to be maintained by the Defense Bar in collaboration with the 3rd Circuit Court and the approved attorneys. Attorneys submit a short form with their request that outlines their basic need and reason for need to the IDS office. The IDS Coordinator or Deputy Coordinator will review the request and if approved assist the assigned attorney with selection of the expert or investigator if needed. The IDS office works with the expert or investigator to organize direct payment if possible. If this is not possible, then the attorney will be reimbursed as needed. Rates for the experts and investigators are not to exceed those published by the MIDC.

Standard 3 - Investigation and Experts for Compliance Plan and Cost Analysis Renewal - FY 2026

Agency: City of Detroit

Application: Compliance Plan and Cost Analysis Renewal - FY 2026

With the integration of ZLS, we will be migrating the process for requesting experts and investigators over to this program.

We will be migrating the list of investigators and experts into the ZLS database for our attorney roster to select from in their request process.

Attorneys will login to their ZLS portal, make a request for an investigator or expert, that includes the basic outline for what they need for their case. Requests will be submitted to the MAC (Ruth Carter or Rahm Mormando) for approval. The investigator or expert will be notified via email of the assignment and will also use the ZLS portal to submit time information for payments.

Standard 3 (Page 5)

22. How are attorney requests (whether approved or denied) for experts and investigators tracked by the system? Please include approved and denied requests.

Currently, the IDS office maintains a tracking sheet in Excel of all request. This sheet includes data that includes the name of the attorney, the case, the type of request (expert or investigator) the amount requested, and when the payment is submitted.

Once the migration to ZLS is complete, all requests will be tracked within the software. We expect this project to be complete in FY26.

Standard 4**Counsel at First Appearance and Other Critical Stages**

23. The MIDC Standards require the selection and assignments of attorneys to be done independently from the judiciary. How are you providing counsel at first appearance and all arraignments? Please provide detail for circuit and district court coverage.

Currently for in-custody clients during the week there is a contract with Misdemeanor and Felony Defenders P.C. (MFD) to handle all initial interviews and arraignments. During FY 21 the 36th DC took over the weekend and holiday arraignments from the 35th DC. We extended the MFD team to handle these as well. This contract has been renewed and will continue through at least FY26.

Out of custody arraignments are handled at the first appearance of the client either by the House Counsel Attorney on duty or the State Misdemeanor Contract attorney, depending on which type of case it is.

Standard 4 (Page 2)

24. How are you providing counsel at all other critical stages? Please provide details:

For cases that require additional hearings the case will be transferred to an assigned attorney for the remaining hearings. That counsel is required to meet with the client prior to the next hearing date. This assigned counsel will remain assigned to the case until its completion.

For felony dockets, this plan incorporates representation at the arraignment on the warrant, with the understanding that subsequent hearings will have counsel appointed by the 3rd C.C. and will be incorporated into their plan.

Standard 4 (Page 3)

25. How are you compensating attorneys for Standard 4? Please provide detail for compensating counsel at first appearance and compensating counsel at all other critical stages.

There are 15 Courtrooms operated at the 36th District Court where attorneys are compensated on an hourly rate. A breakdown of these courtrooms and calculations for compensation are below.

There are 13 Local Traffic/Criminal courtrooms that operate for 7.5 hours a day (8AM -12:30 and 1:30-4:30) and need to be staffed by the equivalent of two attorneys to ensure coverage and prep time for each attorney. The court operates 5 days a week for 50 weeks a year.

Misdemeanor courtrooms with hearings occurring via video-conference operate 8 hours a day and need to be staffed by the equivalent of six attorneys to ensure coverage and prep time for each attorney. The need for six attorneys is necessary due to the extensive traffic history of most defendants that must be reviewed with counsel. This court operate 5 days a week for 50 weeks a year.

To match the going rate for comparable defense markets following the MIDC standards, the 36th District Court will use the new defense rate of \$130 an hour for this coverage.

There are also 3 State Criminal Misdemeanor courtrooms that are funded under a defense contract to be paid at \$130 per hour.

Billing is done in 1/10th of an hour increments.

Standard 4 - Counsel at First Appearance for Compliance Plan and Cost Analysis Renewal - FY 2026
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The majority of trials are scheduled in the State Misdemeanor Court room. Attorneys in that courtroom estimate approximately 1 trial is scheduled per day, the equivalent of 250 a year.

Assuming the less-trial heavy dockets will schedule approximately 20% of those total trials, we've incorporated an additional 50 cases will be scheduled a year, totaling 300. This estimate incorporates trials that are scheduled and require attorneys to prepare, which is larger than the total number of trials that actually occur.

Standard 4 (Page 4)

26. Do you have a prison in your County? Yes No

If Yes, how is counsel provided to people charged with crimes while incarcerated in the prison?

Do you seek reimbursement for the cost of counsel from the Michigan Department of Corrections? Yes No

Standard 4 (Page 5)

27. Are there or will there be any misdemeanor cases where your court accepts pleas without the defendant appearing before a magistrate or a judge? For example, pleas by mail, over the counter pleas, pleas online, etc. Please answer Yes or No. Yes No

28. Describe how counsel is offered to a defendant making a plea who does not appear before a magistrate or judge:

The Court has a Plea by Mail Ticket Resolution system (the System) which applies to State and City Ordinance traffic misdemeanors.

Once the request is made by phone or email, to the Court Docket Management office, a letter is sent by the office which includes the Plea by Mail form (SCAO DC 223), and an Advice of Rights form (SCAO 213).

Included with the information from the Docket Manager is a letter from the IDS office. This includes the contact information for the IDS Coordinator and Deputy Coordinator, and a waiver if the individual chooses to waive talking to an attorney.

If the individual contacts the IDS office, the IDS office will notify the Court Docket Manager of verification that the citizen has been advised of their rights by an attorney. If the Docket Manager receives a waiver along with the plea, then the Docket Manager will notify the IDS office. Regular contact between the offices will be made for tracking purposes.

When an in-custody individual submits a request to make a Plea by Mail to the Court Docket Management they are provided the same forms as above and request for proof of sentence or incarceration. The IDS office within 3-5 business days will schedule a meeting by phone or virtual meeting with the individual to discuss their rights their plea by mail prior to entering their guilty plea.

The IDS office will notify the Docket Manager of the meeting information. Upon completion of the meeting the IDS office will notify the Court Docket Manager of verification that the individual has been advised of their rights by an attorney.

Tracking for in-custody clients will be done the same way as out of custody clients.

In the event that neither the Coordinator or Deputy Coordinator is available to meet with a client, the task will be assigned to one of the Attorneys on the House Counsel list.

5/1/2025

Standard 4 - Counsel at First Appearance for Compliance Plan and Cost Analysis Renewal - FY 2026

Agency: City of Detroit

Application: Compliance Plan and Cost Analysis Renewal - FY 2026

Standard 4 (Page 6)

29. Any change from the prior year's attorney compensation for Standard 4? Please respond Yes or No. Yes No

If yes, please describe in the cost analysis.

Standard 5 - Attorney Assignment for Compliance Plan and Cost Analysis Renewal - FY 2026

Agency: City of Detroit

Application: Compliance Plan and Cost Analysis Renewal - FY 2026

Standard 5

The MIDC Standards require independence from the court including the selection and assignment of attorneys, attorney compensation and approval of requests for expert and investigative assistance.

30. How will attorneys be selected to provide adult indigent criminal defense services in your indigent defense system? Please describe any eligibility requirements needed by the attorneys as well as the selection process:

The IDS office accepts all Michigan Licensed attorneys who have an interest in criminal defense. As long as they meet the requirements as outlined in MIDC Standards 1 and 7.

Any attorney who does not have the requisite experience, but still shows an interest and otherwise meets the standards will be matched with an experienced attorney who can mentor them to assist them in getting the necessary experience. Our current roster of attorneys has several members who have decades of criminal defense experience and are willing to mentor new attorneys.

Attorneys who are new to the list must complete our new attorney information, which includes a Memorandum of Understanding that outlines all of the requirements (CLE, contact with clients etc). Once they have completed this documentation and provided proof of CLE completion they will be placed on the roster for assignments in the regular rotation.

Standard 5 (Page 2)

31. Will the selection process be facilitated by a committee of stakeholders? Yes No

If so, please list the titles of participating officials, agencies, or departments as appropriate.

Standard 5 (Page 3)

32. Who will approve an attorney's eligibility to receive assigned cases? Ruth Carter, IDS Coordinator; or Rahm Mormando IDS Deputy Coordinator

33. Who will assign work to the attorneys in the indigent defense system? Please include the person's name, title, employer and/or supervisor.

Person's Name: Ruth Carter

Title: IDS Coordinator

Employer and/or Supervisor: City of Detroit - Tonja Long

34. Who will review and approve attorney billing? Ruth Carter, IDS Coordinator; or Rahm Mormando IDS Deputy Coordinator

35. Who will approve requests for expert and investigative assistance? Ruth Carter, IDS Coordinator; or Rahm Mormando IDS Deputy Coordinator

36. Who will review and approve expert and investigative billing? Ruth Carter, IDS Coordinator; or Rahm Mormando IDS Deputy Coordinator

Standard 5 (Page 4)

37. What is your appeal process to resolve any potential conflicts between the assigned attorney and the person(s) assigning casework?

Contacting the 3rd C.C. IDSD Administrator for a review and appeal ruling. We are currently working with the 3rd C.C. Administrator to secure a formal written agreement for this process. In the event that we are unable to come to terms with the 3rd C.C. Administrator we will identify a different

Standard 5 - Attorney Assignment for Compliance Plan and Cost Analysis Renewal - FY 2026

Agency: City of Detroit

Application: Compliance Plan and Cost Analysis Renewal - FY 2026

Administrator from a nearby system and come to a similar agreement.

Standard 5 (Page 5)

38. What is your appeal process to resolve any potential conflicts between the assigned attorney and the person(s) or reviewing/approving billing?

Contacting the 3rd C.C. IDSC Administrator for a review and appeal ruling. We are currently working with the 3rd C.C. Administrator to secure a formal written agreement for this process. In the event that we are unable to come to terms with the 3rd C.C. Administrator we will identify a different Administrator from a nearby system and come to a similar agreement.

Standard 5 (Page 6)

39. What is your appeal process to resolve denied or partially denied requests for expert or investigative assistance?

Contacting the 3rd C.C. IDSD Administrator for a review and appeal ruling. We are currently working with the 3rd C.C. Administrator to secure a formal written agreement for this process. In the event that we are unable to come to terms with the 3rd C.C. Administrator we will identify a different Administrator from a nearby system and come to a similar agreement.

Standard 6 - Indigent Defense Workloads for Compliance Plan and Cost Analysis Renewal - FY 2026

Agency: City of Detroit

Application: Compliance Plan and Cost Analysis Renewal - FY 2026

Standard 6

Indigent Defense Workloads

40. Public defender offices, assigned counsel, and contract attorneys should not exceed the caseload levels adopted in MIDC Standard 6. Are there sufficient attorneys in your funding unit to meet the caseload standard? Please answer Yes or No Yes No

41. Please briefly describe your plan for monitoring and auditing caseloads, noting any changes from the prior year
 We have combined the spreadsheets that previously used for tracking with the spreadsheets developed by the MIDC research team.

Weekly the data from all invoices that are received and processed is entered into the spreadsheet and monitored by our staff over the rolling year to monitor the progress of each attorney's workload.

However, once we are fully operational with ZLS for assignments and billing all caseload tracking will be done within ZLS. We expect this to be completed during FY26.

Standard 6 (Page 2)

42. How many attorneys in your system maintain a private/retained or a partial trial-level criminal caseload? (For example, an attorney working on civil matters, youth defense, family legal matters, appellate cases, etc.)
 None
 1 - 9
 10 - 49
 50+

43. Who will be responsible for monitoring and auditing caseload calculations? Rahm Mormando

44. How will caseloads be locally monitored throughout the year? How will attorneys be notified when they have reached their caseload cap?

Currently for House Counsel attorneys the number of hours worked, clients represented, and cases worked each day is logged on each days invoice. For Assigned Counsel, there is one invoice per case, and the number of hours is logged on that invoice.

Each week after invoices are received to be reviewed for payment, the number of hours worked and cases assigned are entered into the database. On a weekly basis, as data is entered into the database, we monitor the rolling year for compliance with Standard 6 as well as project out the next year's data to determine if a particular attorney is at risk of being or becoming out of compliance with Standard 6.

The above steps will be migrated to ZLS during FY26. This will automate this process for us so that a report can be run as invoices are submitted. The rest of the plan for compliance with Standard 6 will remain the same.

If an attorney approaches a point that they are at risk to be out of compliance with Standard 6, we will notify them via email and phone that their assignments will be slowed until they are no longer at risk of going over the numbers for the rolling year.

If a particular attorney somehow reaches the limit for the rolling year, they will be notified that their assignments will be suspended until the time that they are eligible again.

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Standard 6 - Indigent Defense Workloads for Compliance Plan and Cost Analysis Renewal - FY 2026

Agency: City of Detroit

Application: Compliance Plan and Cost Analysis Renewal - FY 2026

Standard 6 (Page 3)

45. Will you have a process to gather information about an attorney's caseload or assignments from other funding units?

We are going to work that out within Wayne County at a minimum, with plans to eventually get more information from other systems as we develop our method.

Standard 6 (Page 4)

46. What action will be taken when the caseload cap is reached?

If a particular attorney somehow reaches the limit for the rolling year, they will be notified that their assignments will be suspended until the time that they are eligible again. The attorney will be skipped for assignments until they are within the limits of Standard 6. Any assignments they might have been eligible for during that time will go to other attorneys on the roster.

Currently we have an adequate number of attorneys on the roster to avoid this situation.

Standard 7 - Qualification of Counsel for Compliance Plan and Cost Analysis Renewal - FY 2026

Agency: City of Detroit

Application: Compliance Plan and Cost Analysis Renewal - FY 2026

Standard 7

Qualification of Counsel

47. Eligibility for particular case assignments must be based on counsel's ability, Yes No training and experience. Are there sufficient attorneys in your funding unit to meet the caseload standard? Please answer Yes or No

48. Briefly describe your process for identifying counsel's qualifications, including who will be responsible for assessing counsel's qualifications and noting any changes from last year.

Because we are only dealing with misdemeanors, we do not anticipate anyone disagreeing with their level unless we deem them not eligible for some reason.

We are considering assembling a board, similar to what Wayne County has to approve attorneys and their level. If we take this approach we may use the Wayne County team as the appeal process.

The addition of a selection board was delayed to allow us to integrate the ZLS payment/caseload/tracking system. This is something that we may take a look at again in FY26.

Standard 7 (Page 2)

49. How will attorneys be notified of their qualification level? This will be done in our initial intake meeting with the attorney

50. What will be your appeal process if a private/roster attorney disagrees with their qualification level?

Because we are only dealing with misdemeanors, we do not anticipate anyone disagreeing with their level unless we deem them not eligible for some reason.

We are considering assembling a board, siimilar to what Wayne County has to approve attorneys and their level. If we take this approach we may use the Wayne County team as the appeal process.

The addition of a selection board was delayed to allow us to integrate the ZLS payment/caseload/tracking system. This is something that we may take a look at again in FY26.

Standard 7 (Page 3)

Review of Counsel

51. Please briefly describe your current process for reviewing counsel, including participants in the review process, noting any changes from the prior year.

We are currently developing our formal system of reviewing attorneys on an annual basis.

The current plan includes developing a checklist format that allows for evaluating each attorney for timeliness in court, client satisfaction (have there been complaints), compliance with CLEs, use of investigators or experts, and monitoring each active attorney in Court at least once per fiscal year.

Review will be done be either the Director or Deputy Director of our program. Reviews will be an opportunity to coach attorneys on how to improve their representation within our program.

These reviews will be tracked and used to look for strong points to share among the rest of the roster, as well as common weaknesses to look for training opportunities.

5/1/2025

Standard 7 - Qualification of Counsel for Compliance Plan and Cost Analysis Renewal - FY 2026

Agency: City of Detroit

Application: Compliance Plan and Cost Analysis Renewal - FY 2026

Standard 7 (Page 4)

- | | | |
|-----|--|-------------------------------|
| 52. | Who will be responsible for reviewing counsel? | Ruth Carter and Rahm Mormando |
| 53. | How often will the reviews occur? | twice per year |

Determining Indigency, Contribution, Reimbursement

54. Will judges and/or court staff conduct all indigency screening in every proceeding? Yes No
Please answer Yes or No

If no, who will screen for indigency?

Is this screener the Appointing Authority? Yes No

If the screener is not the Appointing Authority, does the Appointing Authority oversee the screening process? Yes No

Briefly describe your process for screening for indigency.

The Court will continue its current screening process.

The SCAO form is used initially for obtaining the necessary financial information from the Defendant along with contact information which includes the phone number and email address.

Indigency (Page 2)

What is the process for appealing a determination that a person does not qualify for appointed counsel?

The appeal process from the District Court is to the Circuit Court.

Indigency (Page 3)

55. Are you designating an Appointing Authority to conduct indigency screening for purposes of MCR 6.005(B)? Yes No

Will you seek contribution from partially indigent defendants? Yes No

56. In cases where contribution is appropriate, who is going to make request with the court for contribution?

57. In cases where contribution is appropriate, what is your process for determining the amount that a person should contribute during the pendency of the case to their defense?

Indigency (Page 4)

58. What is your process for obtaining contribution?

Indigency (Page 5)

59. What is the process for challenging a request for contribution?

60. Do your courts/judges order reimbursement for attorney fees at the conclusion of a case? Yes No

Attorney Compensation

61. The MIDC Standards set minimum hourly rates for roster attorneys accepting assignments in adult criminal cases. Are ALL roster attorneys (not full time employees of a public defender office) paid on an hourly basis? Yes No

If yes [hourly rates are paid], is there any cap or maximum on the hours that can be billed? Yes No

If yes, please explain.

Attorney Compensation (Page 2)

If no [hourly rates are not paid], please describe how attorneys are compensated (flat rate contract, event based, shift coverage, etc). **Please address the following:**

Are attorneys compensated based on caseloads and does the compensation account for increases or decreases in caseload size?

What other factors were considered in arriving at the payment?

Are attorneys able to seek extraordinary compensation?

How do attorneys seek reimbursement for case-related expenses?

How will your system demonstrate that the compensation is equivalent to the MIDC minimum hourly rates? (type of invoicing, etc).

Attorney Compensation (Page 3)

62. All roster attorneys should be provided regular, periodic payments.

How often are attorney invoices processed and paid?

WHAP, CAFA, and State Misdemeanor programs invoices are submitted weekly. They are reviewed within one business day of receipt and submitted into the City's payment system for review and payment. Terms are Net30 from time of invoice submission. House Counsel invoices are received and reviewed daily. They are typically paid within one to two weeks of submission depending on the day of the week they are received. Individually assigned cases are typically submitted at the end of the case and typically paid within one to two weeks of submission. However, these cases may be billed periodically if the case is taking more time than normal. We are in the process of consolidating the entire invoicing and payment system into ZLS. This will streamline the process, moving the House Counsel payments into the same process as the WHAP, CAFA, and SM systems. The House Counsel and Assigned Counsel invoices will be submitted through the ZLS software, where

Attorney Compensation for Compliance Plan and Cost Analysis Renewal - FY 2026 5/1/2025
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they will be reviewed and submitted to the City's grant accounting team for payment. We expect to have this system live by July 1, 2025, with all aspects of the software integrated by October 1, 2025.

In lengthy cases, is periodic billing and payment during the course of representation allowed? Yes No

Personnel

In the cost analysis, please provide detail about all personnel employed by the funding unit. This should include DIRECT SERVICE PROVIDERS (Public Defender Chief, Deputy Chief, Assistant Defenders, and staff of the defender office employed by the system) as well as ANCILLARY STAFF (court clerks, sheriff employees, etc.)

Ancillary Staff

63. In limited circumstances, the MIDC can fund some other system staffing needs if required to implement one of the MIDC standards. These requests are evaluated each year.

64. Do you have any ancillary staff? Please answer Yes or No. Yes No

If yes, what standard(s) or reporting needs do they meet?

If yes, how are you tracking time for ancillary staff?

65. For existing ancillary staff, are there any personnel positions/hours eliminated, reduced or increased from the prior year? Please answer Yes or No. Yes No

If yes, please explain in the cost analysis and attach documentation to support the request for any increase.

66. Are any new ancillary staff positions or hours requested from the prior year? Please answer Yes or No. Yes No

If yes, please explain in the cost analysis and attach documentation to support the new request.

Reimbursement Costs for Creating Plan

An indigent criminal defense system may submit to the MIDC an estimate of the cost of developing a plan and cost analysis for implementing the plan under MCL 780.993(2). Please attach documentation of planning time for FY24, if seeking reimbursement under this provision.

Are you requesting reimbursement of planning costs? Yes No

If yes, do you have receipts showing that non-funding unit employees have been paid? Yes No

What is the amount you are seeking in reimbursement?

Costs Associated with Data Collection

The MIDC shall fund reasonable costs associated with data required to be collected under the MIDC Act that is over and above the local unit of government's data costs for other purposes pursuant to MCL 780.993 (10).

Are you requesting funding for costs associated with data collection? Yes No

If yes, please describe (cost for case management system, hiring personnel, etc.)

ZLS Case Management System

What is the amount you are seeking for this funding? \$ 40,200.00

Reminders

- You must also complete a cost analysis.

Miscellaneous for Compliance Plan and Cost Analysis Renewal - FY 2026
 Agency: City of Detroit
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- In order to complete your application, you must update or confirm the list of the attorneys providing services with P numbers.
- If applicable, you must submit documentation supporting your request under MCL 780.993(2) for reimbursement for the cost of compliance planning.

List of the attorneys providing services

Attorneys Accepting Assignments

| Name of Attorney | Bar Number | Title | Type of Office | Years Practicing Criminal Defense in Michigan |
|--------------------------|-------------------|--------------|-----------------------|--|
| Arm, Daniel | 61807 | | Private Attorneys | 24.0 |
| Barnwell, Wendy | 42505 | | Private Attorneys | 36.0 |
| Barret, Malita | 43238 | | Private Attorneys | 36.0 |
| Barton, Darnell | 83363 | | Private Attorneys | 6.0 |
| Bejan, Lorena | 84184 | | Private Attorneys | 5.0 |
| Berro, Ali | 85907 | | Private Attorneys | 3.0 |
| Berry, Elwood | 28880 | | Private Attorneys | 48.0 |
| Boffman, Harry | 55052 | | Private Attorneys | 29.0 |
| Bradfield, Daphne | 70578 | | Private Attorneys | 18.0 |
| Byrd, Brandon | 83734 | | Private Attorneys | 6.0 |
| Cameron, Melinda | 36048 | | Private Attorneys | 42.0 |
| Carver, Jayne | 73285 | | Private Attorneys | 16.0 |
| Cheaib, Jessica | 81798 | | Private Attorneys | 8.0 |
| Cheaito, Ali | 77614 | | Private Attorneys | 12.0 |
| Colthirst, Jennipher | 52876 | | Private Attorneys | 30.0 |
| Diebel, Ronald | 63897 | | Private Attorneys | 23.0 |
| Dillard, Joseph F. | 37225 | | Private Attorneys | 41.0 |
| Dimaggio, Andrew D. | 45619 | | Private Attorneys | 34.0 |
| Duplessis, Ashlee Nicole | 82896 | | Private Attorneys | 7.0 |
| Dupree, Matthew A. | 80132 | | Private Attorneys | 10.0 |
| Erwin, Salle | 32405 | | Private Attorneys | 46.0 |
| Fanning, Andrea | 42853 | | Private Attorneys | 36.0 |
| Feikens, Robert | 31894 | | Private Attorneys | 45.0 |
| Ferry, Gerald | 44630 | | Private Attorneys | 31.0 |

Miscellaneous for Compliance Plan and Cost Analysis Renewal - FY 2026
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| | | | | |
|-----------------------------|-------|--|-------------------|------|
| Fillmore, James A. | 80581 | | Private Attorneys | 9.0 |
| Gayden-Robinson, Phyllis A. | 71733 | | Private Attorneys | 17.0 |
| Yaldo, Mallory | 79861 | | Private Attorneys | 10.0 |
| Glenn, William L. | 36794 | | Private Attorneys | 41.0 |
| Griffin IV, Herman | 77169 | | Private Attorneys | 12.0 |
| Hall, Verkeydia | 82954 | | Private Attorneys | 7.0 |
| Harris, Cherika | 72832 | | Private Attorneys | 16.0 |
| Harris, Wyatt | 54891 | | Private Attorneys | 29.0 |
| Hatcher, Amari E. | 74935 | | Private Attorneys | 14.0 |
| Hill, Ryan | 68445 | | Private Attorneys | 20.0 |
| Humphries, James | 38930 | | Private Attorneys | 39.0 |
| Irby, Jo | 54065 | | Private Attorneys | 27.0 |
| Jenkins, Tana | 82663 | | Private Attorneys | 7.0 |
| Johnson, Vassal | 72130 | | Private Attorneys | 17.0 |
| Kirkland, Keshara | 84015 | | Private Attorneys | 5.0 |
| Lamb, Michael | 79816 | | Private Attorneys | 10.0 |
| Malefy, Tim | 72339 | | Private Attorneys | 17.0 |
| Martell, Edward | 85051 | | Private Attorneys | 4.0 |
| Martin, Alicia O. | 69003 | | Private Attorneys | 20.0 |
| Martin, Jasmine | 86378 | | Private Attorneys | 3.0 |
| Medina, Krystle Marie | 77211 | | Private Attorneys | 2.0 |
| Miller, Alexandra | 86290 | | Private Attorneys | 3.0 |
| Miller, Clay | 86291 | | Private Attorneys | 3.0 |
| Moughni, Abdallah | 85374 | | Private Attorneys | 4.0 |
| Mourad, Raed | 83665 | | Private Attorneys | 6.0 |
| Murphy, Kathy H. | 51422 | | Private Attorneys | 31.0 |
| Nance, Janecki | 68686 | | Private Attorneys | 20.0 |
| Ogletree, Aaron | 69167 | | Private Attorneys | 19.0 |
| Payne, Sharon Anna | 38749 | | Private Attorneys | 39.0 |
| Pernicano, Joseph | 84918 | | Private Attorneys | 4.0 |
| Potts, Coleman | 78607 | | Private Attorneys | 11.0 |
| Prempeh, Jabari | 81745 | | Private Attorneys | 8.0 |
| Ragan, Philip | 57156 | | Private Attorneys | 28.0 |
| Reasonover, Joyce | 46107 | | Private Attorneys | 32.0 |
| | | | | |

Miscellaneous for Compliance Plan and Cost Analysis Renewal - FY 2026

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Application: Compliance Plan and Cost Analysis Renewal - FY 2026

| | | | | |
|----------------------------|-------|--|-------------------|------|
| Reed Jr., Jesse | 23863 | | Private Attorneys | 51.0 |
| Roberts, Andrea | 76414 | | Private Attorneys | 13.0 |
| Robinson, Sarah | 63181 | | Private Attorneys | 24.0 |
| Rucker, Tyron | 61867 | | Private Attorneys | 25.0 |
| Rushing, Sydney | 78830 | | Private Attorneys | 11.0 |
| Saady, Nicole | 74238 | | Private Attorneys | 15.0 |
| Saroki, Allan | 37441 | | Private Attorneys | 40.0 |
| Saroki, Pauline | 43477 | | Private Attorneys | 35.0 |
| Serra, Rudolph A. | 35720 | | Private Attorneys | 42.0 |
| Sprinkle, Caroletta | 49898 | | Private Attorneys | 31.0 |
| Stevenson, Janice | 57708 | | Private Attorneys | 27.0 |
| Taylor, Edward | 57166 | | Private Attorneys | 28.0 |
| Teichman, Donald | 37817 | | Private Attorneys | 40.0 |
| Tesfamariam, Lucille Towns | 37099 | | Private Attorneys | 41.0 |
| Tucker, Tameka | 85402 | | Private Attorneys | 4.0 |
| Vainik, Melissa | 53750 | | Private Attorneys | 30.0 |
| Wallace, Theodore | 80922 | | Private Attorneys | 9.0 |
| Walling, Philip X. | 35229 | | Private Attorneys | 42.0 |
| Warfield, Jessica | 85391 | | Private Attorneys | 4.0 |
| Waske, James | 31546 | | Private Attorneys | 45.0 |
| Waszak, Daniel C. | 35225 | | Private Attorneys | 42.0 |
| Werbling, Benjamin | 64889 | | Private Attorneys | 23.0 |
| White, Rita | 63046 | | Private Attorneys | 24.0 |
| Whittie, Dennis | 79560 | | Private Attorneys | 10.0 |
| Wilkerson, Tilmandra | 81003 | | Private Attorneys | 9.0 |
| Wright, Katrina | 82097 | | Private Attorneys | 8.0 |
| Zaraneck, Robert | 39346 | | Private Attorneys | 39.0 |
| Massaria, Frank | 87848 | | Private Attorneys | 1.0 |
| Harris, Christina | 52857 | | Private Attorneys | 30.0 |

Cost Analysis for Compliance Plan and Cost Analysis Renewal - FY 2026
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Instructions for Completion of the Fiscal Year 2024 Cost Analysis

Please complete all sections of the spreadsheet and narrative relevant to your request for grant funds. The cost analysis request is for the total adult criminal indigent defense system cost funded by the state grant, local share, and other funding sources. As noted in the narrative for each budget category, please highlight or make note of a new or changed budget request. Justification of expenses should include a clear statement as to how the position, contract, or item is a direct expense of the local indigent defense system. The request must include calculations for rates, hours and pricing of requested items. Please refer to the MIDC's GRANT MANUAL for guidance as to allowable costs. Click on 'Show Documents' to view the Grant Manual.

Does or will your system use a vendor/nonprofit model public defender office to provide indigent defense services? Yes No

Cost Analysis Detail for Compliance Plan and Cost Analysis Renewal - FY 2026
 Agency: City of Detroit
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| | Line Item | Qty | Rate | Units | UOM | Total | State Grant |
|-------------------------|--|--------|--------|----------|-----|------------|-------------|
| DIRECT EXPENSES | | | | | | | |
| Program Expenses | | | | | | | |
| 1 | Personnel | | | | | | |
| | Managed Assigned Counsel Administrator Notes : The Coordinator and Deputy Coordinator share the duties of running the Indigent Defense program for the 36th DC which has more than 55,000 misdemeanor cases go to court each year. The daily duties for both positions include; recruiting and qualifying new attorneys; ensuring continued compliance with CLE requirements for assigned attorneys; assigning cases to attorneys; monitoring and supervising multiple contracts related to the MIDC contract; approving payments to attorneys; working with the City Grants team to complete reports; along with the rest of the compliance of the MIDC Standards. The FY25 estimated salaries for the Coordinator and Deputy Coordinator are \$128,812.80 and \$120,479.84 respectively. IDS office has support from Corporate Counsel to enter a 2% increase for salaries for FY25 | 1.0000 | 72.116 | 2080.000 | HRS | 150,001.28 | 150,001.28 |
| | Managed Assigned Counsel Administrator Notes : The Coordinator and Deputy Coordinator share the duties of running the Detroit Indigent Defense Services. Duties include; recruiting and qualifying new attorneys; | 1.0000 | 72.116 | 2080.000 | HRS | 150,001.28 | 150,001.28 |

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| | Line Item | Qty | Rate | Units | UOM | Total | State Grant |
|--|--|--------|--------|----------|-----|-----------|-------------|
| | <p>ensuring continued compliance with CLE requirements for assigned attorneys; assigning cases to attorneys; monitoring and supervising contracts; approving payments to attorneys; working with the City Grants team to complete reports; along with the rest of the compliance of the MIDC Standards.</p> <p>The FY26 estimated salaries for the Coordinator and Deputy Coordinator are \$150,000.00 each. This adjustment is due to the City Law Department ongoing effort to reclassify the coordinators as attorneys and align the Indigent Defense program with the Law Department standards.</p> <p>This adjustment will take effect sometime in FY26 depending on the timing of the process with HR and City Counsel; it is a work in progress.</p> <p>The Detroit Law Department Chief of Staff, Tonja Long, has made this recommendation with the support of the Corporation Counsel, Conrad Mallet.</p> | | | | | | |
| | <p>Admin Assistant</p> <p>Notes : This is a placeholder for yet to be approved assistants.</p> <p>With the changeover to the City's payment system from the previous method of going through the Court payments, we will need staff to cover the work that was previously being done by the court staff. These will be full time positions that will also include assisting with reaching attorneys for assignments and house counsel coverage.</p> | 1.0000 | 26.440 | 2080.000 | HRS | 54,995.20 | 54,995.20 |

Cost Analysis Detail for Compliance Plan and Cost Analysis Renewal - FY 2026
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| | Line Item | Qty | Rate | Units | UOM | Total | State Grant |
|----------------------------|--|--------|--------|------------|-----|------------|-------------|
| | <p>We will need City Council Approval to hire this person. The expectation is that it would not be until part way though FY26, but the line item is for the full year.</p> | | | | | | |
| | <p>Admin Assistant</p> <p>Notes : This is a placeholder for yet to be approved assistants.</p> <p>With the changeover to the City's payment system from the previous method of going through the Court payments, we will need staff to cover the work that was previously being done by the court staff. These will be full time positions that will also include assisting with reaching attorneys for assignments and house counsel coverage.</p> <p>We will need City Council Approval to hire this person. The expectation is that it would not be until part way though FY26, but the line item is for the full year.</p> | 1.0000 | 26.440 | 2080.000 | HRS | 54,995.20 | 54,995.20 |
| Total for Personnel | | | | | | 409,992.96 | 409,992.96 |
| 2 Fringe Benefits | | | | | | | |
| | <p>Consolidated Fringes</p> <p>Notes : Fringes include, Medical, Dental, Vision insurances (DI, HINS, LI, VI, STLGD), Retirement (RET), plus FICA etc. At the time of submission the City has not provided the</p> | 0.0000 | 35.000 | 409992.960 | | 143,497.54 | 143,497.54 |

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| | Line Item | Qty | Rate | Units | UOM | Total | State Grant |
|-------------------------------|---|--------|---------|-----------|-----|--------------|--|
| | breakdown of the Fringes; only a basic consolidated estimate of the total cost. | | | | | | |
| Total Program Expenses | | | | | | 553,490.50 | 553,490.50 |
| Contractual | | | | | | | |
| 1 | Contracts for Attorneys | | | | | | Attachment : Detroit MFD contract 1 to be change.PDF |
| | <p>Assigned Counsel Notes : This is the line item for the House Counsel System, CAFA contract, and State Misdemeanor Contract. It is a combined number of hours that is broken down as follows:</p> <p>House Counsel hours = 30,000 Counsel at First Appearance hours = 8800 State Misdemeanor hours = 7500.</p> <p>The total number of hours for this rate is 46,300.</p> <p>The CAFA hours are the same as prior years, the only change being the increased hourly rate to \$126 per hour to meet the requirement of Standard 8.</p> <p>Audits of the SM and HC systems reflect an increase of hours from prior years. This seems to be reflective of the slowdown during the initial years of the contract because of COVID. We are seeing increased numbers across the board with types of cases that were delayed, either in being charged or going to trial.</p> <p>Attachment : AC_1_NOTES FOR HOUSE COUNSEL SYSTEM .PDF</p> | 1.0000 | 130.000 | 46300.000 | HRS | 6,019,000.00 | 6,019,000.00 |
| | <p>Assigned Counsel Notes : During FY21 the 36th DC took over the weekend and holiday arraignments from the 35th DC. The rate for attorneys covering weekend and holiday arraignments is \$155 per hour. This is an adjustment from the prior \$153 per hour to act as an incentive for working the weekend program based on the new rates in Standard 8.</p> <p>The approximate average of the weekend arraignment program has been 3 attorneys working for 6 hours each to cover arraignments on weekends and holidays. There are 131 days per year that the 36th DC is closed and this program will be needed. The number of days is the number</p> | 1.0000 | 155.000 | 2358.000 | HRS | 365,490.00 | 365,490.00 |

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| | Line Item | Qty | Rate | Units | UOM | Total | State Grant |
|--|---|---------|----------|----------|------|--------------|--------------|
| | of weekend and holiday dates, plus 2 holiday weeks at the end of the year, based on the Court's calendar. The total cost for attorney hours for this program is anticipated to be \$365,490. Attachment : AC_4_Detroit MFD contract 2 to be ch.PDF | | | | | | |
| Total for Contracts for Attorneys | | | | | | 6,384,490.00 | 6,384,490.00 |
| 2 | Contracts for Experts and Investigators | | | | | | |
| | Investigators | 1.0000 | 125.000 | 1000.000 | HRS | 125,000.00 | 125,000.00 |
| | Experts | 1.0000 | 125.000 | 250.000 | HRS | 31,250.00 | 31,250.00 |
| Total for Contracts for Experts and Investigators | | | | | | 156,250.00 | 156,250.00 |
| 3 | Contracts for Construction | | | | | | |
| 4 | Contracts Other | | | | | | |
| | Case Management Software Notes : This is for ZLS app licenses. This software will be used for case management, assignments, invoicing, billing, and investigator/expert requests. | 1.0000 | 3350.000 | 12.000 | MTH | 40,200.00 | 40,200.00 |
| Total Contractual | | | | | | 6,580,940.00 | 6,580,940.00 |
| Other Expenses | | | | | | | |
| 1 | Equipment | | | | | | |
| 2 | Training/Travel | | | | | | |
| | SADO Membership | 85.0000 | 75.000 | 1.000 | MIDC | 6,375.00 | 6,375.00 |
| | NAPD Membership | 85.0000 | 40.000 | 1.000 | MIDC | 3,400.00 | 3,400.00 |

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| Line Item | Qty | Rate | Units | UOM | Total | State Grant |
|--|---------|----------|-------|-----|--------------|--------------|
| Registration Fees-Skills training for new attorneys Notes : This is to cover skills training for attorneys with less than 2 years criminal defense experience. The calculation is based on an approximate cost of \$375 for a skills course as required in Standard 1 for attorneys with less than 2 years of recent criminal defense experience. We have removed the cost of food, mileage, and lodging, as there are ample local opportunities for attorneys to take advantage of. | 10.0000 | 375.000 | 1.000 | DAY | 3,750.00 | 3,750.00 |
| Total for Training/Travel | | | | | 13,525.00 | 13,525.00 |
| 3 Supplies/Services | | | | | | |
| Transcripts Notes : We anticipate several cases that will require transcripts for casework. This line item is to cover these costs. | 1.0000 | 3000.000 | 0.000 | VAR | 3,000.00 | 3,000.00 |
| Office Equipment Notes : City Cell Phones for Coordinator and Deputy Coordinator on Law Department plan. | 24.0000 | 100.000 | 0.000 | MTH | 2,400.00 | 2,400.00 |
| Total for Supplies/Services | | | | | 5,400.00 | 5,400.00 |
| Total Other Expenses | | | | | 18,925.00 | 18,925.00 |
| TOTAL DIRECT EXPENSES | | | | | 7,153,355.50 | 7,153,355.50 |
| INDIRECT EXPENSES | | | | | | |

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| | Line Item | Qty | Rate | Units | UOM | Total | State Grant |
|--------------------------------|---|--------|--------|------------|-----|---------------------|---------------------|
| Indirect Costs | | | | | | | |
| 1 | Indirect Costs | | | | | | |
| | De Minimis Rate – up to 10%-10% of salary and fringes | 0.0000 | 10.000 | 553490.500 | | 55,349.00 | 55,349.00 |
| Total Indirect Costs | | | | | | 55,349.00 | 55,349.00 |
| TOTAL INDIRECT EXPENSES | | | | | | 55,349.00 | 55,349.00 |
| TOTAL EXPENDITURES | | | | | | 7,208,704.50 | 7,208,704.50 |

Cost Analysis Summary for Compliance Plan and Cost Analysis Renewal - FY 2026
 Agency: City of Detroit
 Application: Compliance Plan and Cost Analysis Renewal - FY 2026

5/1/2025

| | Category | Total | State Grant | Narrative |
|-------------------------------|-----------------|------------|-------------|---|
| DIRECT EXPENSES | | | | |
| Program Expenses | | | | |
| 1 | Personnel | 409,992.96 | 409,992.96 | <p>The IDC Coordinator and Deputy Coordinator share the duties of running the day to day of the Indigent Defense program for the 36th District Court. The 36th DC has more than 55,000 misdemeanor cases go to court each year. The daily duties for the Coordinator and Deputy Coordinator include; recruiting and qualifying new attorneys; ensuring continued compliance with CLE requirements for assigned attorneys; assigning cases to attorneys; monitoring and supervising multiple contracts related to the MIDC contract; approving payments to all attorneys; working with the City of Detroit Grants team to complete reports in a timely fashion; along with the rest of the compliance of the MIDC Standards and contract.</p> <p>There is also a placeholder for two yet to be approved assistants.</p> <p>With the changeover to the City's payment system from the previous method of going through the Court payments, we will need a team to replace the work that is currently done by court staff. These will be full time positions that will also include assisting with assignments and other areas of the program.</p> |
| 2 | Fringe Benefits | 143,497.54 | 143,497.54 | <p>Fringes include, Medical, Dental, Vision insurances (DI, HINS, LI, VI, STLGD), Retirement (RET), plus FICA etc. At the time of submission the City has not provided the breakdown of the Fringes; only a basic consolidated estimate of the total cost.</p> <p>This includes the fringes for the potential additional employee.</p> |
| Total Program Expenses | | 553,490.50 | 553,490.50 | |

Cost Analysis Summary for Compliance Plan and Cost Analysis Renewal - FY 2026
 Agency: City of Detroit
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5/1/2025

| | Category | Total | State Grant | Narrative |
|--------------------|---|--------------|--------------|--|
| Contractual | | | | |
| 1 | Contracts for Attorneys | 6,384,490.00 | 6,384,490.00 | <p>There are 13 Local Traffic/Criminal courtrooms that operate for 7.5 hours a day (8AM -12:30 and 1:30-4:30) and need to be staffed by the equivalent of two attorneys to ensure coverage and prep time for each attorney. The court operates 5 days a week for 50 weeks a year.</p> <p>The State Misdemeanor courtroom with hearings occurring via video-conference operates 8 hours a day and need to be staffed by the equivalent of six attorneys to ensure coverage and prep time for each attorney. The need for six attorneys is necessary due to the extensive traffic history of most defendants that must be reviewed with counsel. This court operate 5 days a week for 50 weeks a year.</p> <p>The rate for House Counsel, Assigned Counsel, and Arraignments is \$130 per hour.</p> <p>The rate for attorneys covering weekend and holiday arraignments is \$155 per hour.</p> <p>In FY25 we changed our hourly billing from quarter hour increments to 1/10th of an hour billing. This will remain in effect in FY26.</p> |
| 2 | Contracts for Experts and Investigators | 156,250.00 | 156,250.00 | <p>The assigned attorneys are now utilizing the expert/investigator program of the MIDC.</p> <p>We are slightly increasing our expected expense in FY26 with the knowledge that we are pressing these attorneys to use this program more and with the hope that</p> |

Cost Analysis Summary for Compliance Plan and Cost Analysis Renewal - FY 2026
 Agency: City of Detroit
 Application: Compliance Plan and Cost Analysis Renewal - FY 2026

5/1/2025

| | Category | Total | State Grant | Narrative |
|--------------------------------|----------------------------|---------------------|---------------------|---|
| | | | | we will need to ask for an increase in FY27. |
| 3 | Contracts for Construction | 0.00 | 0.00 | |
| 4 | Contracts Other | 40,200.00 | 40,200.00 | This is for ZLS app licenses. This software will be used for case management, assignments, invoicing, billing, and investigator/expert requests. |
| Total Contractual | | 6,580,940.00 | 6,580,940.00 | |
| Other Expenses | | | | |
| 1 | Equipment | 0.00 | 0.00 | |
| 2 | Training/Travel | 13,525.00 | 13,525.00 | We are budgeting for 10 new attorneys to attend skills training or trial college as needed. This includes the cost of training, lodging, mileage, and meals as described. |
| 3 | Supplies/Services | 5,400.00 | 5,400.00 | These expenses are for Transcripts for attorneys who request them for necessary casework, and for city cell phones for the Coordinator and Deputy Coordinator. |
| Total Other Expenses | | 18,925.00 | 18,925.00 | |
| TOTAL DIRECT EXPENSES | | 7,153,355.50 | 7,153,355.50 | |
| INDIRECT EXPENSES | | | | |
| Indirect Costs | | | | |
| 1 | Indirect Costs | 55,349.00 | 55,349.00 | 10% of salary and fringe benefits |
| Total Indirect Costs | | 55,349.00 | 55,349.00 | |
| TOTAL INDIRECT EXPENSES | | 55,349.00 | 55,349.00 | |
| TOTAL EXPENDITURES | | 7,208,704.50 | 7,208,704.50 | |

Source of Funds for Compliance Plan and Cost Analysis Renewal - FY 2026
 Agency: City of Detroit
 Application: Compliance Plan and Cost Analysis Renewal - FY 2026

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Source of Funds

| | Category | Total | State Grant | Local Share | Other Funding Sources | Narrative |
|----------|------------------------------|--------------|--------------------|--------------------|------------------------------|------------------|
| 1 | Source of Funds | | | | | |
| | State Grant Contribution | 6,116,714.02 | 6,116,714.02 | 0.00 | 0.00 | |
| | Local Share Contribution | 1,091,990.48 | 0.00 | 1,091,990.48 | 0.00 | |
| | Program Revenue | 0.00 | 0.00 | 0.00 | 0.00 | |
| | Previous Year Unspent Funds | 0.00 | 0.00 | 0.00 | 0.00 | |
| | Total Source of Funds | 7,208,704.50 | 6,116,714.02 | 1,091,990.48 | 0.00 | |
| | Totals | 7,208,704.50 | 6,116,714.02 | 1,091,990.48 | 0.00 | |

Vendor / Non-Profit Office for Compliance Plan and Cost Analysis Renewal - FY 2026 5/1/2025
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Document your policy, plan and/or contract language

As part of your process for monitoring the compliance of the contract with your vendor for providing indigent defense services, please document here your policy, plan and/or contract language that identifies how payments are made to the vendor (frequency, by allotments, by invoice billing, for example) and how funds if advanced by you and unexpended by the vendor at the close of the grant year are reported to you and accounted for.

Please upload a copy of your policy

Personnel

Enter information in this section only if you selected 'Yes' for 'Does or will your system use a vendor/nonprofit model public defender office to provide indigent defense services?'

List all positions to be funded by the grant budget (state grant/local share). Please * highlight all positions that are new personnel requests and provide justification for need.

| Description | New | Qty | Hours | Rate | State Grant | Notes |
|--------------|-----|-----|-------|------|-------------|-------|
| | | | | | | |
| TOTAL | | | | | | |

Fringe Benefits and Other Employment Perks

List all positions within the nonprofit. Please highlight all positions that are new personnel requests and provide justification for need. Please note if there is an increase/decrease in cost from last fiscal year for each employee.

| Description | Percent. | Units | State Grant | Notes |
|--------------|----------|-------|-------------|-------|
| | | | | |
| TOTAL | | | | |

Contract/Conflict for Attorneys

List all possible rate scenarios for attorney contracts that apply (i.e., hourly, event based, annual contract paid monthly). Please highlight rates or attorney line requests that are a change from the approved contract and contract rates

| Description | New | Hours | Rate | State Grant | Notes |
|--------------|-----|-------|------|-------------|-------|
| | | | | | |
| TOTAL | | | | | |

Construction/Office Space Improvement Projects

Provide as much detail as possible for each requested project identifying the need for the project, the component costs, and if possible, the estimate or project quote. Attach a separate document if needed and submit a copy of all estimates and quotes.

| Description | Qty | Rate | State Grant | Notes | Attachment |
|--------------|-----|------|-------------|-------|------------|
| | | | | | |
| TOTAL | | | | | |

Contracts Other

Vendor / Non-Profit Office for Compliance Plan and Cost Analysis Renewal - FY 2026 5/1/2025
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Provide justification for all other contract costs. Please highlight a new request.

| Description | New | Qty | Rate | State Grant | Notes |
|--------------|-----|-----|------|-------------|-------|
| | | | | | |
| TOTAL | | | | | |

Equipment

Provide justification for new equipment requests. Please note if equipment is being replaced and state when the original item was acquired.

| Description | Vendor | New | Qty | Rate | State Grant | Notes |
|--------------|--------|-----|-----|------|-------------|-------|
| | | | | | | |
| TOTAL | | | | | | |

Training/Travel

Provide travel and training justification and *highlight new or changed requests.

Please note any out of state training/travel.

| Description | Vendor | New | Qty | Rate | State Grant | Notes |
|--------------|--------|-----|-----|------|-------------|-------|
| | | | | | | |
| TOTAL | | | | | | |

Supplies/Services

Provide justification for supplies requests. Please note if there is an increase/decrease in these costs.

| Description | Vendor | Increase | Qty | Rate | State Grant | Notes |
|--------------|--------|----------|-----|------|-------------|-------|
| | | | | | | |
| TOTAL | | | | | | |

Additional Services/Funding Not Provided Under The MIDC Act

If the nonprofit PD office provides additional services out of the scope of the MIDC Grant, please demonstrate that those services are not paid for with MIDC funding.

| Additional Services/Funding Not Provided Under The MIDC Act | Service | Total Dollars From Other Source |
|---|---------|---------------------------------|
| | | |
| TOTAL | | |

Vendor / Non-Profit Office Summary

| Expense Category | State Grant |
|--|-------------|
| Personnel | |
| Fringe Benefits and Other Employment Perks | |
| | |

Vendor / Non-Profit Office for Compliance Plan and Cost Analysis Renewal - FY 2026 5/1/2025
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| | |
|--|--|
| Contractual Contract/Conflict for Attorneys | |
| Construction/Office Space Improvement Projects | |
| Contracts Other | |
| Equipment | |
| Training/Travel | |
| Supplies/Services | |
| TOTAL | |

Additional Services/Funding Not Provided
 Under The MIDC Act