

**ALL APPLICATIONS MUST BE SUBMITTED BY
JUNE 16, 2006, 5:00 p.m. to:**

**Ingham County Deputy Controller
P. O. Box 319
Mason, Michigan 48854
(517) 676-7209**

**2007
INGHAM COUNTY
COMMUNITY AGENCY FUND APPLICATION**

Proposal Title: _____ Amount Requested: _____
Organization: _____ Contact Person: _____
Address: _____ Phone Number: _____
_____ Fax Number: _____
Web: _____ Email: _____

Please indicate the names and titles of persons who are authorized to execute agreements on behalf of your organization:

Name: _____ Name: _____
Title: _____ Title: _____

A. Applicant Status

1. _____ Nonprofit Organization
_____ 501(c)(2) _____ 501(c)(3)
_____ 501(c)(4) _____ 502(c)(3)
_____ Other (specify)
2. Business organization (profit): _____
3. Unit of government including schools (specify): _____
4. Not incorporated (specify legal and/or professional status of the requesting individual):

5. How long has the applicant agency been in business?
What is the number of full-time equivalent positions currently employed?
How many volunteers are currently involved?

B. Proposed Summary: Please summarize what is proposed to be accomplished. (Attach a sheet if additional information is necessary):

C. Please enclose the following information with this application:

1. Required Proposal Information (see attached explanation)
2. Detailed Scope of Work (see attached application)
3. Proposed Budget (see attached explanation)
4. Last Year's Financial Statement
5. Copy of Most Recent 990 Form or Current certified audit
6. Copy of Current Year Budget
7. Current list of Board of Directors
8. Federal Tax Identification Number: _____
9. Documentation of Tax Exempt Status from Internal Revenue Service

REQUIRED PROPOSAL INFORMATION

1. The County's long-term objectives and specific areas of priority for 2007 are attached.
 - a. What one specific County objective or identified area of priority does this proposal primarily address?
 - b. What other County objectives or priorities may also be impacted?
2.
 - a. How does your proposal involve coordination or collaboration with County services, other local governments, or other agencies?
 - b. What other programs similar to your program are operating in the County?
3.
 - a. Is this your first request for funds from Ingham County?
If not, please describe previous requests.
 - b. How do you anticipate this proposal will be funded in future years?
4.
 - a. Have you sought funds for this proposal or concept from any other entity? Please identify who and the response.
 - b. Does the proposal anticipate utilizing funds from other sources?

To what extent is the other funding assured?

DETAILED SCOPE OF WORK

The Scope of Work should contain:

1. A statement regarding the general nature of the services and population with which your agency concerns itself.
2. A statement explaining how the proposal will address the County's long-term objectives and specified areas of priority.
3. A statement detailing the specific services which will be provided by Ingham County's appropriation. A statement of the specific target group for these areas.
4. A statement describing the eligibility criteria for these services. (One criteria must be that residents of Ingham County are eligible.)
5. A statement describing the time for the performance of these services.

BUDGET

The Proposed Line Item Budget should be structured to address three major areas: Personnel Services, Professional and Contractual Services, Operating Expenses. Examples of these groups are as follows:

	<u>Requested Funds</u>	<u>Other Sources</u>	<u>Total</u>
1.	<u>Personnel Services</u>		
	a. Salaries & Wages		
	b. FICA		
	c. Unemployment		
	d. Fringe Benefits (may be further subdivided)		
	e. Overtime		
	f. Temporary		
	g. Work Study Wages		
2.	<u>Professional and Contractual</u>		
	a. Medical Services (for recipient population)		
	b. Accounting Services		
	c. Membership/Subscriptions		
	d. Federal or State grant match		
	e. Office Equipment Leases		
	f. Maintenance Agreements		
3.	<u>Operating Expenses</u>		
	a. Telephone		
	b. Rent		
	c. Utilities		
	d. Postage		
	e. Office Supplies		
	f. Travel		
	g. Insurance		
	TOTAL		

Introduced by the Finance Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION ESTABLISHING AREAS OF PRIORITY EMPHASIS GUIDING 2007
ACTIVITIES AND BUDGET PROCESS**

RESOLUTION #06-120

WHEREAS, Ingham County government is committed to assuring the provision of services most important to its citizens; and

WHEREAS, Ingham County services are focused on these long term objectives:

- *Enhancing access to county records
- *Providing suitable roads and drains
- *Supporting recreational opportunities
- *Fostering economic well being
- *Promoting environmental protection and smart growth
- *Preventing and controlling disease
- *Assuring accessible health care
- *Assisting in meeting basic needs
- *Fostering appropriate youth development
- *Enhancing public safety
- *Assuring judicial processing
- *Providing appropriate sanctions for adult offenders
- *Providing appropriate treatment and sanctions for at risk juveniles; and

WHEREAS, these services are to be delivered in a manner which emphasizes:

- * An educated and participating citizenry
- * An ongoing capacity for intergovernmental collaboration
- * A quality workforce
- * Cost-effective delivery of county services
- * Maximum use of technology; and

WHEREAS, the Board of Commissioners has assessed information provided by county staff and departments, offices and the courts related to issues and concerns which are important for the County to consider addressing in 2007; and

WHEREAS, the Board of Commissioners has identified certain areas of priority emphasis to guide the development of the 2007 budget and activities of county staff.

RESOLUTION #06-120

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners adopts the following areas of priority emphasis to be utilized by the Controller's Office and the county offices, departments, agencies, and courts in developing proposed activities and budgets for 2007:

1. To the extent necessary and appropriate, services currently provided by county government in support of all its long term objectives should be continued in 2007, with ongoing evaluation to identify possible overlap and duplication of services and to identify more efficient uses of county funds.
2. Priority consideration should be given to maintaining current efforts with respect to all of the following long term objectives; to considering proposals which enhance their achievement; and to implementing specific identified enhancements:

Assuring Accessible Health Care

Continue to maintain and wherever possible expand access to health care for the uninsured and under-insured, through the Ingham Health Plan and other health plan initiatives and programs.

Specific enhancement: Include a financing plan to enable the Ingham Health Plan Corporation, utilizing the Ingham Health Plan and the Ingham County Advantage Program, to provide access to health care for 100% of uninsured county residents no later than 2010.

Supporting Recreational Opportunities

Enhance recreational opportunities throughout Ingham County through implementation of the County Parks Master Plan, focusing on connection of Ingham County Parks by a series of non-motorized pathways.

Specific enhancement: Include a financing plan which will enable the connection of the County's major county parks (Lake Lansing, Hawk Island, Hope Soccer, and Burchfield) by means of non-motorized pathways which promote environments that support physical activity for the health and well being of Ingham County residents no later than 2016.

RESOLUTION #06-120

Providing Appropriate Sanctions for Adult Offenders

Encourage the use of appropriate sanctions for adults in order to foster appropriate behavior and reduce criminal recidivism, and to reduce incidents of jail overcrowding, using strategies such as supporting implementation of the Jail Overcrowding Subcommittee recommendations, develop and use a data tracking system focusing on system volume and trends, and supporting appropriate usage of existing probation residential services.

Specific enhancement: Support efforts to increase access to program alternatives available through Community Corrections, utilizing state funds. Consider county financial support to implement the recommendations of the Jail Utilization Coordinating Committee.

Providing Appropriate Treatment and Sanctions for at Risk Juveniles

Continue to implement recommendations resulting from the system-wide evaluation of programs and placements for delinquent juveniles done by the Center for Criminal Justice Research, and from the development of strategies by the Ingham County/City of Lansing Community Coalition for Youth, utilizing Child Care Funds and juvenile millage funds to expand the juvenile justice system in a manner that is most appropriate for Ingham County in order to foster appropriate behavior, apply appropriate sanctions, and reduce criminal recidivism.

Specific enhancement: Use Juvenile Justice Millage funds to implement the action plan created in the Chinn Study, and for Ingham County to have model programs and facilities for at risk and adjudicated youth no later than 2007.

Promote Environmental Protection and Smart Growth

Discuss and implement strategies for fostering appropriate land use and protecting natural resources, such as adoption of a wetlands ordinance, creation of a Purchase of Development Rights program, and other strategies being recommended by the Tri-County Growth Study Project.

Specific enhancement: Promoting initiatives encouraging urban redevelopment and protecting agriculture in rural areas, and consider specific proposals which enhance this objective, such as supporting the activities of the Agricultural Preservation Board, Land Bank Authority, developing a wetlands ordinance, and supporting the resources to monitor the environment for threats and hazards to human health, and implementing recommendations of the Tri-County Growth Study.

RESOLUTION #06-120

BE IT FURTHER RESOLVED, that the Board of Commissioners encourages all departments, offices, and courts to consider these priorities in the development of their budgets and activities for 2007.

BE IT FURTHER RESOLVED, that efforts to pursue alternative funding mechanisms and levels of service for county law enforcement shall continue.

BE IT FURTHER RESOLVED, that the County will work in cooperation with the cities of Lansing and East Lansing to evaluate the feasibility of consolidating the two Emergency Dispatch Centers.

BE IT FURTHER RESOLVED, that efforts to expand the governance and funding structure of the Capital Region Airport Authority shall continue.

BE IT FURTHER RESOLVED, the Ingham County Board of Commissioners supports the efforts of the neighborhood network centers.

BE IT FURTHER RESOLVED, the Ingham County Board of Commissioners supports the efforts to prevent environmental hazards to human health.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners will explore efficiencies through regional cooperation.

BE IT FURTHER RESOLVED, that in the Community Agency application process, priority consideration is to be given to proposals which enhance county services in Meeting Basic Needs.

FINANCE: Yeas: Thomas, Hertel, Grebner, Dedden, Weatherwax-Grant

Nays: Dougan **Absent:** None **Appr**