

EVIP/CIP

Consolidation of Services

Frequently Asked Questions (FAQs)

1. General:

1-1. How does a local unit know if it is a first time or previous filer?

- If a city, village, township, or county submitted a consolidation plan for Category 2: Consolidation of Services for the FY 2012 or 2013 round of EVIP/CIP, the local unit is considered a previous filer. If a city, village, township, or county did not submit a consolidation plan, the local unit is a first time filer.
- For a listing of the cities, villages, townships, and counties considered first time filers for FY 2014, check Treasury's website at http://www.michigan.gov/documents/treasury/COSFirstTimeFilers2014_434046_7.pdf

1-2. Does a local unit have to use the templates provided on Treasury's website?

- Treasury provides templates to assist local units in preparing consolidation plans. Local units do not have to use these templates. The templates are available to assist a local unit if it so chooses. Local units have the option to create a consolidation plan, including all requirements, in a manner best suited for the local unit.

1-3. If a local unit chooses not to use Treasury's templates, what information is required by law?

- The law requires the following:
 1. First Time Filers:
 - a. A listing of any previous service cooperations, collaborations, consolidations, innovations, or privatizations. Include an estimated cost savings amount for each item listed.
 - b. One or more new proposals to increase the existing level of cooperation, collaboration, consolidation, innovation, or privatization either within the jurisdiction or with other jurisdictions. Include an estimate of the potential cost savings amount and an estimated timeline for implementing the new proposal(s).

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2. Previous Filers:

a. An update on the status of the new proposal(s) included in the previous years' (FY 2012 and 2013) consolidation plan(s), including whether or not the previous proposal(s) has been fully implemented, a listing of the barriers experienced in implementing the proposal(s), and an estimated timeline of the steps to accomplish the proposal(s).

b. Include one of the following:

i. One or more new proposals to increase the existing level of cooperation, collaboration, consolidation, innovation, or privatization either within the jurisdiction or with other jurisdictions. Include an estimate of the potential cost savings amount and an estimated timeline for implementing the new proposal(s).

OR

ii. A detailed explanation of why increasing the existing level of cooperation, collaboration, consolidation, innovation, or privatization is not feasible.

2. First Time Filers:

2-1. If a local unit is a first time filer, does the local unit need to submit all previous consolidations?

- Yes, please list all the consolidation efforts the local unit has conducted. This category of EVIP/CIP is to provide citizens information indicating what strides have been made to streamline processes, increase efficiencies and save money.

2-2. When reporting the cost savings amount for a previous consolidation, how are the cost savings calculated?

- A local unit can calculate the estimated cost savings amount in any manner. However, Treasury recommends that a local unit provide an estimated annual cost savings amount. A local unit does not need to calculate the cost savings amount from the time the consolidation occurred to the present.

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3. Previous Filers:

3-1. The local unit submitted four consolidation proposals in the FY 2012 Consolidation Plan and one consolidation proposal in the FY 2013 Consolidation Plan, does the FY 2014 Consolidation Plan need to include updates for all of the FY 2012 and 2013 proposals or is submitting updates for one of the years sufficient?

- A local unit needs to provide updates for all of the proposed consolidations listed in **both** their FY 2012 and 2013 Consolidation Plan(s). The update(s) should consist of whether or not the proposal has been fully implemented, a listing of the barriers experienced in the implementation, and a timeline of the steps to accomplish the proposal.
- If a FY 2012 proposal was reported as completed in the FY 2013 Consolidation Plan, please provide an update on how the consolidation is currently benefiting the local unit.
- If a FY 2012 proposal was reported as dropped in the FY 2013 Consolidation Plan, indicate that it has been dropped on all future consolidation plans.

3-2. What if a local unit has not started a proposed consolidation listed in a previous Consolidation Plan?

- A local unit needs to provide updates on all of the proposed consolidations listed in previous Consolidation Plans, whether or not the proposals have been implemented. The updates should include a listing of the barriers experienced in implementing the proposals, a timeline of the steps to accomplish the proposals, and an explanation of why the proposals have not been implemented.

3-3. A local unit decided against implementing a previously proposed consolidation reported in the FY 2012 or 2013 Consolidation Plan because the governing body determined it would not benefit the local unit. How would a local unit provide an update on this proposal?

- If the governing body of a local unit determines a previously proposed consolidation is not feasible, then it is acceptable to indicate the proposal will not be implemented; however, include an explanation of why it will not be pursued.

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3-4. A local unit determines there is nothing else that can be consolidated, how does a local unit comply?

- If a local unit determines there is nothing more to consolidate, the local unit must provide a detailed explanation stating specific reasons why increasing the existing level of cooperation, collaboration, consolidation, innovation, or privatization is not feasible. Stating “we have no new proposals” or “just because” is not acceptable.

3-5. For FY 2013, a local unit provided an explanation as to why a consolidation was not feasible. For FY 2014, can a local unit provide the same or similar explanation as to why a consolidation is not feasible again?

- Yes.

3-6. How does a local unit provide an update on an explanation, included in the FY 2013 Consolidation Plan, stating a consolidation was not feasible?

- It is recommended that a local unit restate the reason a consolidation was not feasible in FY 2013 and indicate “FY 2013” in the explanation.

4. All Filers:

4-1. What is considered a consolidation?

- A proposal that increases the existing level of cooperation, collaboration, consolidation, innovation, or privatization either within the jurisdiction or with another jurisdiction.

4-2. Does a consolidation have to be with another local unit or will a consolidation within a local unit be considered a consolidation?

- A local unit can consolidate with another jurisdiction or within its own jurisdiction. For example, a local unit can consolidate the police and fire departments within the local unit or a local unit can consolidate the police department with a neighboring local unit’s police department. Both of these examples would be considered consolidations.

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4-3. How many proposed consolidations does a local unit need to include in the FY 2014 Consolidation Plan?

- First time filers must submit at least one new proposal.
- Previous filers must submit either a new proposal or provide an explanation of why further consolidation is not feasible (see question 3-4).

4-4. What if a proposed consolidation will not save money, but improves service or increases efficiency?

- Instead of reporting estimated cost savings, report that the consolidation improves service or increases efficiency and describe the improved service/efficiency in your plan.

4-5. How detailed of a timeline is required?

- The start and end dates are required and must have a month, season, or quarter along with a year (i.e. January 2014, Summer 2015, 3rd Quarter 2016). You may also include any Significant Progress Dates.
 - The start date could be whenever a local unit begins serious planning or when progress was started.
 - The end date could be whenever the consolidation was/will be implemented or completed. While Treasury realizes many of the proposed consolidations will be ongoing, the end date should be the (estimated) date of implementation. Stating “Ongoing” is not acceptable.
- A highly detailed timeline provides the best information for the citizens of a local unit.

4-6. Are local units required to start proposed consolidations by a certain date, and/or are proposals required to be completed within a certain timeframe?

- There is no set timeframe for when consolidations must start and finish.