



STATE OF MICHIGAN
DEPARTMENT OF TREASURY
LANSING

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**County Incentive Program
Fiscal Year 2013**

Section 952(2) of 2012 Public Act 200, created a new program called the County Incentive Program (CIP) to be implemented in fiscal year 2013. The CIP is broken into three categories: Accountability and Transparency, Consolidation of Services, and Employee Compensation. Each category has specific requirements that eligible counties must fulfill.

Under the CIP, each eligible county may receive a prorated share of the amount appropriated for distribution. The county shall receive 1/3 of the prorated share for each of the three categories they fulfill the specific requirements for.

To qualify for a category a county must:

1. Make a category's required documents available for public viewing in the county clerk's office, or post them on a publicly accessible Internet site by the qualifying dates for the category.
2. Provide to treasury the required certification form and copies of the required documents for the category.

Below are the three categories and their requirements.

1. Accountability and Transparency – Due October 1, 2012

- Required Documents
 - Certification of Accountability and Transparency (form 4886)
 - Citizen's Guide
 - Performance Dashboard
 - Projected Budget Report
- Qualification Dates/Payment Information
 - If certified on or before October 1, 2012;
 - Receive 1/6 of the category payment on the last business day of October, December, February, April, June, and August
 - If certified after October 1, 2012 but by the first day of a payment month;
 - October payment forfeited
 - Remaining category payments will be forfeited unless the certification and required documents are received by the first day of a payment month. If Treasury receives the documents by the first day of a payment month, 1/6 of the category payment will be received on the last business day of each payment month thereafter.

2. Consolidation of Services – Due February 1, 2013

- Required Documents
 - Certification of Consolidation of Services (form 4887)
 - Consolidation Plan
- Qualification Dates/Payment Information
 - If certified on or before February 1, 2013;
 - Receive 1/6 of the category payment on the last business day of October, December, February, April, June, and August
 - If certified after February 1, 2013 but by the first day of a payment month;
 - Receive 1/6 of the category payment on the last business day of October and December
 - February payment forfeited
 - Remaining category payments will be forfeited unless the certification and required document are received by the first day of a payment month. If Treasury receives the documents by the first day of a payment month, 1/6 of the category payment will be received on the last business day of each payment month thereafter.

3. Employee Compensation – Due June 1, 2013

- Required Documents (*Choice of two options*)
 - **Option 1** - Employee Compensation Plan
 - Certification of Employee Compensation (form 4888)
 - Employee Compensation Plan
 - **Option 2** - 2011 Public Act 152 Compliant
 - Certification of 2011 Public Act 152 Compliance (form 4978)
 - Board resolution/meeting minutes (if applicable)
 - 80/20 Option - majority vote required
 - Exempt (opt-out) Option - 2/3 vote required annually
- Qualification Dates/Payment Information
 - If certified on or before June 1, 2013;
 - Receive 1/6 of the category payment on the last business day of October, December, February, April, June, and August
 - If certified after June 1, 2013 but by the first day of a payment month;
 - Receive 1/6 of the category payment on the last business day of October, December, February, and April
 - June payment forfeited
 - The remaining category payment will be forfeited unless the certification and required document are received by August 1, 2013. If received by August 1, 2013, 1/6 of the category payment will be paid on the last business day of August.

Any county that falsifies certification documents shall forfeit any future county incentive program payments and shall repay the state all county incentive program payments it has received.

Detailed information regarding each category can be found in Section 952 of 2012 Public Act 200 (attached) or on the Michigan Department of Treasury website at www.michigan.gov/revenuesharing.

Attached is a listing of the projected eligible counties, including the projected payment amounts for each category.

For questions, please feel free to contact the Office of Revenue and Tax Analysis by phone at (517) 373-2697 or e-mail us at our new e-mail address TreasRevenueSharing@michigan.gov.