

Financial and Program Reporting Workshop FY24

OFFICE OF HIGHWAY SAFETY
PLANNING





Agenda

Overview and Introductions

Financial and Reporting Requirements

Navigating Michigan Grants System (MGX)

Questions

Changes Beginning FY24

All SRP reporting will be conducted through MGX

Equipment no longer needed to be tracked and inventoried

Indirect costs no longer allowed

Semi-Annual reporting no longer required

No budget adjustments needed



Agreement

Allowable Expenses

- Patrolling and Monitoring
- Enforcing Laws
- Investigating Crashes
- Providing Assistance



County Board Recommendations

- Employing additional personnel to provide the services described in prior slide
- Purchasing additional equipment for providing the services described to enforce laws and investigate, and for operating and maintaining that equipment.
- Enforcing laws in state parks and county parks within the county.
- Providing selective motor vehicle inspection programs.
- Providing traffic safety information and education programs in addition to those programs provided before September 28, 1978.

Financial Reporting

Supported by a Separate General Ledger

- Personnel – Salaries/Wages/Fringes
- Automotive (actual or mileage)
- Equipment – supported by receipts
- Operating – supplies/travel/training



Quarterly reporting

- January 20
- April 20
- July 20
- October 11- Payables Due
- October 20 Final FR and AR

Record Retention – Current plus 3 years

Annual Report



A description of the services provided by the sheriff's department

A description of the services provided by the sheriff's department in county parks in the county.

A copy of each resolution by a city or village which requests the sheriff's department to provide services.

A copy of each contract between a county and a township in which the sheriff's department is providing a law enforcement service.

The recommendations of the sheriff's department of the county on methods of improving the services provided; including training programs and the communications system.

The total number of sworn officers.

The number of sworn officers in the sheriff's department assigned to road safety programs.

Accident and fatality data for incorporated and unincorporated areas of the county - preceding calendar year.

Crime statistics for the incorporated and unincorporated areas of the county - preceding calendar year.

The required law enforcement plan

A description of the role alcohol played in the incidences of personal injury traffic crashes and fatalities.

SRP-406 (07/2021)
MICHIGAN STATE POLICE
Office of Highway Safety Planning

SECONDARY ROAD PATROL AND TRAFFIC ACCIDENT PREVENTION PROGRAM

sSECONDARY ROAD PATROL AND TRAFFIC ACCIDENT PREVENTION PROGRAM

AUTHORITY: 1978 P.A. 416, as amended & MCL 28.31
COMPLIANCE: Mandatory; **PENALTY:** Non-reimbursement

County _____ OHSP Contract Number _____

Type of Report: Mid-Year Report (October 1 - March 31) - Deadline: April 20
 Year-End Report (April 1 - September 30) - Deadline: October 20

Has there been a reduction in County-Funded Road Patrol Deputies from the September 30, 1978, base figure during this reporting period? If yes, attach a detailed explanation. YES NO

	REPORT DATA BY INDIVIDUAL QUARTER	Mid Year Report		Year End Report		Total Year-to-Date
		Quarter 1 Oct-Dec	Quarter 2 Jan-Mar	Quarter 3 Apr-Jun	Quarter 4 Jul-Sep	
1	The total number of sworn officers in the sheriff's office.					#DIV/0!
2	Number of FULL TIME equivalent certified County-Funded Road Patrol Deputies.					#DIV/0!
3	Number of FULL TIME equivalent certified P.A. 416-Funded Road Patrol Deputies.					#DIV/0!
4	Number of miles traveled performing road patrol by P.A. 416-Funded Road Patrol Deputies.					0
5	Number of miles traveled performing road patrol by County-Funded Road Patrol Deputies.					0
6	Total number of traffic stops made by P.A. 416-Funded Road Patrol Deputies.					0
7	Total number of traffic stops made by County-Funded Road Patrol Deputies.					0
8	Number of traffic-related verbal warnings given by P.A. 416-Funded Road Patrol Deputies.					0
9	Number of traffic-related verbal warnings given by County-Funded Road Patrol Deputies.					0
10	Number of traffic-related citations issued by P.A. 416-Funded Road Patrol Deputies.					0
11	Number of traffic-related citations issued by County-Funded Road Patrol Deputies.					0
***** REPORT ONLY P.A. 416-FUNDED ACTIVITIES FOR THE REMAINING QUESTIONS *****						
12	Number of traffic citations issued in county parks.					0



Continue to track all current statistics for the annual report



13	Number of non-traffic arrests made in county parks.					0
14	Number of calls for assistance in county parks.					0
15	Number of crashes investigated which occurred on trunk lines.					0
16	Number of crashes investigated which occurred on secondary roads.					0
17	Number of crashes investigated which occurred in villages or cities.					0
18	Number of fatal crashes investigated which occurred on trunk lines.					0
19	Number of fatal crashes investigated which occurred on secondary roads.					0
20	Number of fatal crashes investigated which occurred in villages or cities.					0
21	Number of OWI arrest involving alcohol.					0
22	Number of OWI arrest involving drugs.					0

		Mid Year Report		Year End Report		Total Year-to-Date
REPORT DATA BY INDIVIDUAL QUARTER		Quarter 1 Oct-Dec	Quarter 2 Jan-Mar	Quarter 3 Apr-Jun	Quarter 4 Jul-Sep	
23	Number of alcohol offenses resulting in open container in vehicle arrests					0
24	Number of crimes investigated resulting in crime reports filed.					0
25	Number of crimes investigated resulting in criminal arrests.					0
26	Number of motorist assists.					0
27	Number of law enforcement assists to your department.					0
28	Number of law enforcement assist to other departments or agencies.					0
29	Number of community traffic safety training sessions held.					0
30	Number of citizens attending the community safety training sessions.					0

416 Committee is meeting to discuss annual statistics for possible changes in the future

Navigating MGX

How to reset a password

Navigating screens

Updating contact information

Uploading documents

Submitting a request for reimbursement



Program Monitoring



Officer Dailies – Program activities

Financial records – General ledger, payroll records, timesheets, mileage records, receipts

- Costs need to be accounted for in a separate account.

County Agreements

Verify MOE – schedules and number of officers assigned on primary roads

Records need to be kept current plus and additional 3 years

Payback of funds may be required if determined out of compliance

Contact Information

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Questions?