



Michigan Supreme Court

State Court Administrative Office
Michigan Hall of Justice
Office of Dispute Resolution
P.O. Box 30048
Lansing, Michigan 48909

Office of Dispute Resolution
517-373-4839

M E M O R A N D U M

DATE: October 21, 2009
TO: CDRP A/V Center Directors
FROM: Doug Van Epps, Director, Office of Dispute Resolution
SUBJECT: CDRP Access and Visitation Letter of Understanding

Thank you for submitting a proposal to provide mediation services under the Access and Visitation Grant. Anticipating that SCAO will secure the federal funding as a pass through grant from the Michigan Department of Human Services (DHS) in the near future, we have enclosed a Letter of Understanding (LOU) for reimbursement of mediation services conducted as part of the Access and Visitation Mediation Pilot Project for FY 2010.

Because the aggregate amount requested by the current applicants was larger than the current funds available for disbursement, a pro rata share of the available funds appears as the contract amount for your center. We anticipate submitting a budget modification to request additional funds for mediation. Mid-year, SCAO will assess with the centers the reimbursement amounts and any remaining funds available in order to redistribute any funds remaining.

Please sign and return the original LOU by mail to Chris Harris. Thereafter, once SCAO has signed a contract with DHS, SCAO will sign and mail a copy of the LOU to you.

As part of the reimbursement process, your center is required to quarterly complete and submit the paper copy "CDRP - A/V Case Detail Report" (generated by MADTrac and not available as part of your MADTrac bundle) and the "Access and Visitation Mediation Payment Document" as well as the electronic Access and Visitation reports included in the quarterly MADTrac bundle.

We look forward to supporting you in your work in the year ahead.