

(Rescinds Oakland County Probate Court Administrative Order 1985-11)

STATE OF MICHIGAN 6TH JUDICIAL CIRCUIT COURT OAKLAND COUNTY PROBATE COURT	ORDER ESTABLISHING PROCEDURES FOR RECEIPT AND DISBURSEMENT OF GIFTS TO THE OAKLAND COUNTY CIRCUIT COURT - FAMILY DIVISION AND THE OAKLAND COUNTY PROBATE COURT	JOINT ADMINISTRATIVE ORDER 1998-01J
--	---	--

This administrative order is issued in accordance with Michigan Court Rule 8.112(B). The purpose of this order is to establish procedures for the receipt and disbursement of gifts to the Oakland County Circuit Court - Family Division and the Oakland County Probate Court and to rescind Oakland County Probate Court Administrative Order 1985-11, which became outdated on January 1, 1998.

It is common for private individuals, foundations, organizations and corporations to exhibit their support for certain court programs and/or projects through their gift donations. The gifts are important to assist in the continuation and improvement of services and programs provided by the courts to the citizens of Oakland County. The receipt and disbursement of the gifts must be regulated so that the trust of the donors is upheld and the intent of the gift is honored.

The Oakland County Board of Commissioners' Miscellaneous Resolution #83204 establishes procedures for the acceptance and accounting of gift donations. This order supplements that Resolution to accommodate the particular needs of the Probate Court and the Circuit Court - Family Division.

IT IS ORDERED THEREFORE that Miscellaneous Resolution #83204 shall be applied to all gifts to the Probate Court or the Circuit Court - Family Division in the following manner:

Gifts will be accepted by the appropriate administrator or designee.

The Probate Court Administrative Support Office shall be responsible for proper receipting and accounting of the funds.

Once received, gifts shall be immediately deposited with the Oakland County Treasurer in specifically designated accounts.

Requests for release of funds for the Circuit Court -Family Division shall be made by the appropriate administrator or designee to the Presiding Judge of the Family Division and Chief Probate Judge. Requests for release of funds for the Oakland County Probate Court shall be made by the Probate Register or designee to the Chief Judge of Probate. They shall authorize the release of funds when it appears that the expenditures are consistent with the donor's intent and shall enter an Order Authorizing Release of Funds.

IT IS FURTHER ORDERED that upon receiving written instructions from the appropriate administrator or designee, together with an appropriate Order Authorizing Release of Funds, the Oakland County Treasurer shall disburse the funds in accordance with the instructions and Order.

IT IS FURTHER ORDERED that this order shall become effective immediately. Upon its taking effect, Administrative Order 1985-11 is RESCINDED.

Dated: April 27, 1998

/s Hon. Eugene Arthur Moore
Chief Judge of Probate Court

/s Hon. Edward Sosnick
Chief Judge of Circuit Court