



# CITY OF GRAND RAPIDS AGENDA ACTION REQUEST

**DATE:** February 25, 2025

**TO:** Mark Washington, City Manager

**COMMITTEE:** Fiscal Committee

**LIAISON:** Molly Clarin, Chief Financial Officer

**FROM:** Eric F. Cyman, Court Administrator  
61<sup>st</sup> District Court

**SUBJECT:** **Budget Amendment Request to Recognize Grant Funds Awarded from the National Criminal History Improvement Program (NCHIP) Administered by the Michigan State Police**

**Background**

The 61st District Court has been selected to receive grant funding of \$15,495 through the 2024 National Criminal History Improvement Program (NCHIP). Administered by the Michigan State Police (MSP) and funded by the U.S. Department of Justice, Office of Justice Programs, the primary purpose of this award is to improve the quality and accessibility of criminal history record information.

These funds will be used to purchase and implement a Live Scan fingerprint system and related accessories. Currently, our Court does not have in-house fingerprint capabilities. Acquiring this equipment will allow us to provide on-site fingerprinting for defendants in an efficient manner, improve record accuracy, and streamline court processes.

**Request**

To recognize and appropriate the \$15,495 in grant funding awarded by the National Criminal History Improvement Program, administered by the Michigan State Police, for the purchase of a Live Scan fingerprint system.

**Impact**

This project modernizes the Court’s operations and increases efficiency, directly supporting the Governmental Excellence focus area. By offering in-house fingerprinting services, we improve service delivery and data accuracy, fostering transparency and trust. These improvements also advance the Safe Community priority, where reliable criminal history records play a crucial role in crime prevention and effective public safety measures.

<u>Sources/Appropriations</u>	<u>Project Description</u>	<u>Amount (From)/To</u>
7401/286/7000/5024 NCHI25/D25NCHI	Grant Award – Federal Other Agencies – Pass Thru	(\$15,495.00)
7401/286/7000/9760 NCHI25/D25NCHI	Equipment	\$15,495.00

cc: Tricia Chapman

Scott Saindon

Jacob Carter