



Michigan Supreme Court

State Court Administrative Office
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Thomas P. Boyd
State Court Administrator

MEMORANDUM

DATE: March 7, 2025

TO: Circuit and Probate Judges
Circuit Court Administrators
Probate Registers

FROM: Thomas P. Boyd, State Court Administrator

SUBJECT: Family Court Plan Requirements and Guidelines and Model Family Court Plan

For the past several months, and in response to direct outreach from several family division judges and staff, the State Court Administrative Office (SCAO) has been working with both internal and external workgroups to review and revise the [SCAO Family Court Plan Requirements and Guidelines](#). The workgroups included members of the MJA and MPJA as well as court administrators and other court staff to consider multiple process points, inform discussions, and make recommendations. The revisions are intended to assure compliance with the “one family-one judge” requirement in accordance with MCL 600.1011, and to assist trial courts in maintaining consistency within the family division of the circuit court.

The review process also led to the creation of the first ever [Model Family Court Plan \(Model FCP\)](#). We believe the Model FCP will provide additional guidance for trial courts to achieve their goals for their family division. Each circuit will have 3 months to submit the Model FCP to their respective regional administrator and receive SCAO approval in accordance with Administrative Order No. 2003-2 and MCL 600.1011(7). The documents are attached and are available on the SCAO website <https://www.courts.michigan.gov/publications/model-local-administrative-orders/>.

Thank you for your continued partnership as we strive to improve our service to the people of Michigan. Please contact your [regional administrator](#) with any questions.