

1. Provide a list of all the fines and fees that are assessed through your department services.

For each fine/fee identified in response to #1, provide the following information:

2. What are the demographics of individuals who are assessed each fine/fee?
 - a. number of total individuals assessed the fee in 2019 (or the most recent year you have data)
 - b. race
 - c. gender
 - d. age

Is demographic information collected on the fine/fees? If so, what info is collected? Provide the demographic info collected (race, gender, age, disability, LGBTQ, homeless, etc., other protected classes in City of Madison and Dane County)

3. How much money is annually collected from each fine/fee (or total fines/fees, if you cannot break down by each one)? Where does the money go? Do you track the total amount owed? If so, what is it? If not, why don't you track it? Do you purge the balance after a certain point? If so, when is that? Do you consider adjustments to the balance? How does one pursue such a settlement/adjustment? How often does that happen?
4. After assessing the fine/fee, what percentage of individuals remit payment without the use of any collection efforts?
5. If the fine/fee can be waived, what is the process for it being waived (indigency/income level for example). How does an individual know about the ability for waiver? What is the eligibility criteria for a waiver? How many waivers were applied for? How many waivers were granted? What percentage is that of the total number of fees assessed?
6. If the fine/fee can be reduced, what is the process for the reduction? How is the reduction amount determined?
7. Are there any non-financial consequences if the assessed fine/fee is not paid? Could nonpayment result in loss of a currently held service or benefit (loss of driver's license, for example), or loss of entry or access to a desired service (electronic monitoring, for example)? How many times in the past (2 or 3 yrs) was a non-financial sanction imposed? Describe the type of sanction and number of times it was imposed. Provide any available demographic info on the persons sanctioned.
8. Does Dane County Government have authority to reduce or eliminate the fine/fee? Please cite to state or federal authority which requires Dane County administration of fee.
9. If the amount due is not paid, and it is not waived, is there an effort to collect?
 - a. If yes, what is done?

- b. What is the annual budget spent on collections efforts?
- c. Is there any staff time or outside costs spent on collections that is not budgeted?
- d. What is the success rate of collection efforts? What percentage remit payment after collection efforts?

10. Do you have any opinions or comments regarding how the assessment and collection process could be improved or how the process could be run differently?