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File Ref: **CSL 09-31**

To: Child Support Agency Directors

From: Director, Bureau of Child Support

Subject: **CORE Reporting Changes Beginning April 2009**

BCS is working on the CY09 Contract Amendments and related bulletins due to ARRA funding changes. We plan to hold a WisLine in June to provide the full details.

However, there are new CORE reporting procedures, starting with the April CORE Child Support Expenditure Report, which is due May 26, 2009.

The following is a link to the new report form: [CORE Child Support Expenditure Report](#)

The changes involve reporting of Regular Expenditures. No other lines are changed.

The GPR Regular Expenditure Line 7475 and Performance Incentives 7497 have been removed from the CORE Child Support Expenditure Report. Those lines have been replaced with two new lines: CORE Line 7478-Regular Expenditures - Matchable and CORE Line 7476 Regular Expenditures-FFP (66%).

Reporting Regular Expenditures

Review the CORE Contract Balance report for the prior month, CORE line 7556 CS ARRA Funded Incentives. If the county has a balance on that line, take the **contract balance (not the contract amount)** and divide it by 34%. This is the total that can be reported on line 7478-Regular Expenditures-Matchable for the month. This calculation will need to be done each month until the contract balance is zero. The balance of the expense is reported on CORE Line 7476 Regular Expenditures-FFP (66%). If the contract balance for CORE line 7556 is zero, report all expenditures on CORE Line 7476 Regular Expenditures-FFP (66%).

In summary:

1) 34% of Regular Expenditures up to the contract balance on CORE line 7556

Report this amount on line 7478-Regular Expenditures-Matchable.

2) Regular Expenditures Greater than 34% Calculation

Report the remainder of the calculation above on CORE Line 7476 Regular Expenditures-FFP (66%).

3) Contract Balance Line 7556 is Zero

Once the contract balance on CORE line 7556 is zero, keep reporting on CORE Line 7476 Regular Expenditures-FFP (66%).

If you notice any changes to CORE, please go to the CORE Homepage first for details. The Department of Workforce Development ASD Finance Grants is in charge of notifying counties of changes to CORE reports via the CORE Homepage. Counties are asked to frequent this page often for any updates.