An Introduction to Wisconsin's Title IV-E Program:
A System Overview

What is Title IV-E?

Title IV-E represents the most significant source of federal funding allocated to support state and local child welfare programs and the children and families served by these local programs. In the past year, the Department of Children and Families (DCF) claimed over $110 million from the federal Title IV-E program to fund child welfare services in Wisconsin. The revenue claimed in the following categories was used to support the following child welfare-related operations and services:

Expense Category	*State Allocation Type*	*County Allocation Type*	*Revenue Claim* *(in millions)*	*Child Welfare Operations Uses*
Out of home care (OHC) or "maintenance" costs	• Division of Milwaukee Child Protective Services (DMCPS) OHC costs • State OHC (pre-adoptive)	• County OHC	$17.5	• DMCPS OHC budget • State foster care budget • Children & Families Allocation
OHC administrative costs	• DMCPS operations • State operations • IV-E eligibility determination	• County operations	$34.2	• DMCPS operations • State operations • Children & Families Allocation • Legal services pass through
Subsidized guardianship	• DMCPS sub. guardianship	• County sub. guardianship	$0.4	• DMCPS OHC budget
Training	• Professional Development System and Training Partnerships • MSW stipend programs • Foster parent training		$7.8	• Contracts with UW system and counties
Electronic Wisconsin Statewide Automated Child Welfare Information System (eWiSACWIS)	• State operations	• County operations	$1.8	• eWiSACWIS budget • eWiSACWIS pass through
Adoption Assistance Maintenance costs	• Adoption program	NA	$43.8	• Adoption assistance budget
Adoption Assistance Administrative costs	• DMCPS • Adoption program	NA	$5.0	• DMCPS operations • State operations
Total IV-E Revenue			*$110.5*	

How do we get Title IV-E funds?

Title IV-E funding claims are generated for qualifying placement and administrative costs associated with children in out of home care or who are at imminent risk of being placed in out of home care. Funding is based on the federal financial participation rate (FFP), the proportion of children in out of home care who meet the federal Title IV-E eligibility requirements (also know as the penetration

rate) and the proportion of administrative activities performed on IV-E reimbursable activities as determined through a random moment time study.

Title IV-E Eligibility Determination and Re-determination Program Operations

Eligibility determinations are made when a child is removed from his or her home and on a semi-annual basis as long as the child remains in out of home care. Eligibility determination and re-determination recommendations are conducted by contracted staff, while approval and oversight are carried out by DCF staff.

Title IV-E Eligibility Program Responsibilities

Contractor Positions are in italics

Title IV-E Eligibility Function	DCF Region or Central Office FTE Designation					
	DMCPS	*NRO*	*SERO*	*NERO*	*WRO*	*SRO*
IV-E determination/re-determination recommendation	• *1 Manager* • *1 QA Specialist* • *1 Eligibility Determination Specialist* • *2 Program Coordinators (SSI & Court Advocacy/ Coordination)* • *.17 Project Manager* ➢ *480 determinations per month*	• *1 Manager* • *1 QA Specialist* • *1 Eligibility Determination Specialist* • *.17 Project Manager* ➢ *100 determinations per month*	• *1 Manager* • *1 QA Specialist* • *1 Eligibility Determination Specialist* • *.17 Project Manager* • *1 Licensing Verification Specialist (CPA, GH and RCC-Statewide)* ➢ *177 determinations per month*	• *1 Manager* • *1 QA Specialist* • *1 Eligibility Determination Specialist* • *.17 Project Manager* ➢ *256 determinations per month*	• *.5 Manager* • *1 QA Specialist* • *1 Eligibility Determination Specialist* • *.17 Project Manager* ➢ *184 determinations per month*	• *.5 Manager* • *1 QA Specialist* • *1 Eligibility Determination Specialist* • *.17 Project Manager* ➢ *232determinations per month*
IV-E determination/re-determination sign off, including Adoption Assistance	.2 DMCPS Program Coordinator	.2 Bureau of Regional Operations (BRO) Program Associate	.2 BRO Program Associate	.2 BRO Program Associate	.2 BRO Program Associate	.2 BRO Program Associate
IV-E State Foster Care/Adoption Assistance Quality Assurance	*Performed by QA Specialist and Monitored by DSP*					

Policy development and implementation, Title IV-E contract management, and coordination re: federal and state reviews	Two Title IV-E Program and Planning Analyst- Advanced (PPA-Adv)
	   • 1 FTE- Title IV-E Program Coordinator
	   • 1 FTE- Training Claiming Coordinator					

Title IV-E Claiming Responsibilities

Federal Title IV-E claims are submitted to the federal Administration of Children and Families (ACF) by the DCF Bureau of Fiscal Services (BFS) and are governed by the Department's federally approved cost allocation plan (PACAP). The PACAP establishes requirements associated with the following Title IV-E claiming components for IV-E Administrative claiming:

- DCF CORE cost reporting (administrative costs), or Cost Pool;
- Percentage of administrative time based on the DCF Human Services Random Moment Time Study (RMTS) identified as Title IV-E claiming;
- Title IV-E eligibility rate, or Penetration Rate, based on the child's eligibility and provider reimbursability status;
- Federal matching or Federal Financial Participation (FFP), rate:

$$\text{Cost Pool} \times \text{RMTS Results} \times \text{Penetration Rate} \times \text{50\% FFP Rate*} = \text{Net IV-E Reimbursement}$$

*   *Training FFP is 75%; eWiSACWIS costs are applied to IV-E, TANF and state revenues and are reimbursed at 50% FFP with no RMTS or Penetration rate applied.*

Fluctuations in the cost pool, RMTS results or the penetration rate affect the net rate of federal IV-E reimbursement for administrative costs.

What other requirements are associated with the Title IV-E Program?

Several state and federal requirements are in place to ensure the integrity and accuracy of the Department's claims to the federal Title IV-E Program as follows:

Program Oversight Requirements and Reviews	*Federal/State Requirement*	*Next Due Date*	*Lead DCF Staff*
Title IV-E Eligibility Review	Federal requirement; every two to three federal fiscal years (FFY)	FFY 2018	DSP IV-E Regional Coordinators
Annual Single State Audit for Title IV-E	State Legislative Audit Bureau (LAB) requirement	Begins Each Spring	DSP IV-E PPA-Adv
Title IV-E Quality Assurance Reviews (3-5% of all determinations/re-determinations)	State Legislative Audit Bureau (LAB) requirement	Ongoing requirement	DSP Statewide Eligibility Program QA Specialists (100% QA of cases)
State IV-E Plan & Plan Amendment Submission	Federal requirement; every two years;	Ongoing	DSP IV-E Program Coordinator