


STATE OF WISCONSIN
Department of Children and Families
Division of Safety and Permanence

DSP Memo Series 2011 - 06
April 26, 2011
Re: IV-E PASS-THROUGH
FUNDING FOR FOSTER
PARENT TRAINING

Supersedes DCFS Memo 2008-01

To: DCF Area Administration
Bureau Directors
Child Placing Agency Directors
Child Welfare Agency Directors
County Departments of Community Programs Directors
County Departments of Developmental Disabilities
Services Directors
County Departments of Human Services Directors
County Departments of Social Services Directors
Indian Child Welfare Directors
Licensing Chiefs/Section Chiefs
Tribal Chairpersons/Human Services Facilitators

From: Fredi-Ellen Bove 
Administrator

Background

As provided in the biennial budget (2009 Wisconsin Act 28) and the promulgation of Emergency Rule Ch. DCF 56, Admin. Code, for Foster Care, mandated foster parent training is effective January 1, 2011.

Training requirements are based upon the provider's Level of Certification as established in Ch. DCF 56.14, Admin. Code.

Title IV-E Pass-Through Funding

Title IV-E pass-through funding will continue to be available to all counties as they support their foster parents through the required training as established in this memo. Counties are encouraged to utilize the pass-through to offset costs associated with foster parent training.

For CY 2011, the federal reimbursement rate will be 36%. For future years, reimbursement rates will depend upon the federal penetration rate. The attached application explains the sources of match funding and allowable costs, and will calculate the Title IV-E and county match amounts based upon the total expenses reported.

Applications for Title IV-E Pass-Through funding will be processed on a quarterly basis, but must be submitted no later than November 1. Once an application is approved, Title IV-E reimbursement may be retroactively claimed for allowable activities prior to January 1. Funds are not available until an application has been approved. The application for IV-E reimbursement and instructions for completion are attached.

Reimbursable activities must be directly related to the preparation or delivery of training to qualify for Title IV-E reimbursement. View the attached application for allowable costs and sources of match.

Document Summary

This memo explains the application process for Title IV-E Pass-Through funding for mandatory foster parent training. It also explains the process for applying for exceptions to the mandatory foster parent training and options for the online training.

Exceptions to Foster Parent Training

Agencies can request exceptions for foster parents to meet the requirements for Pre-Placement, Initial Licensing, or Ongoing Training by submitting the exception request to the Department Exceptions Panel. The form to request such exceptions to the foster parent training requirement is attached to this memo, and the Exceptions Panel will begin processing those applications at the time of publishing of this memo. Any request for an exception shall include an explanation of how the foster parent (or group of foster parents, in the instance that a specific training was offered to a group of foster parents) has met the competencies of that training requirement.

If alternate trainings have been completed that meet the competencies of the Foundation Curriculum, foster parents are not required to complete the specific Foundation Curriculum. An exception should be requested for that foster parent (or group of foster parents) to the requirement for Initial Licensing Training.

Any modifications to the curriculum or attendance requirements for Pre-Placement and Initial Licensing Training must be submitted to the Department for approval. A submission for modifications must include the following information: the curriculum, the number of training hours, and the number of training sessions; the rationale for the choice of the curriculum and how the key competency areas are incorporated into the training; the experiential or interactive components of the training; the training delivery system, including how foster parents will be involved as co-trainers, educational resources, or what alternative the agency would like to approve.

Training Mandate Rollout

As of January 1, 2011, the Pre-Placement Curriculum will be offered through an online version or a face-to-face version that can be presented in an individual or group modality. The online version will be housed on the Wisconsin Child Welfare Professional Development System website <http://wcpds.wisc.edu/Default.aspx>. Completion of the online version of the Pre-Placement Training will require completion of all six modules of the online training.

Thank you for your commitment to Wisconsin's foster and adoptive parents.

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CENTRAL OFFICE CONTACT: Out of Home Care Specialist
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MEMO WEB SITE: <https://dcf.wisconsin.gov/cwportal>