

To: DCF Area Administrators
County Board Chairpersons
County Departments of Community Programs Directors
County Departments of Developmental Disabilities Services Directors
County Departments of Human Services Directors County Departments of Social
Tribal Social Service/Indian Child Welfare Directors

From: Fredi-Ellen Bove, Administrator 

Re: Advisory Notification of Calendar Year 2016 Community Youth and Family Aids
Allocations

PURPOSE

The purpose of this memo is to provide preliminary notification of calendar year (CY) 2016 allocations to county departments of human or social services for the Youth Aids Basic Allocation and AODA allocation. The individual program allocations are listed in the attached spreadsheet showing amounts by county. County agencies can use these amounts for their CY 2016 budget planning. Community Youth and Family Aids allocations will be issued as part of the CY 2016 State-County Child Welfare Contract.

The CY 2016 allocations are contingent on the availability of state and federal funding. Allocations are subject to change depending on state budget actions and the amount of federal funds received by DCF.

Community Youth and Family Aids Allocations

The CY 2016 allocations by program are listed in the attached spreadsheet. Attached is a spreadsheet showing the six-month splits for Youth Aids, AODA, and Early Intervention.

CY 2016 Child Welfare Contract

The child welfare contract for CY 2016 will include a scope of services for the Community Youth and Family Aids. This scope will be based on the CY 2015 Community Youth and Family Aids contract issued by the Department of Corrections and updated to account for changes in statute and the difference in fiscal policy between DCF and DOC. DCF will work with a county contract team designated by the Wisconsin County Human Services Association (WCHSA) and with Milwaukee County Department of Health and Human Services on the specific language for the Community Youth and Family Aids scope of services.

The CY 2016 contract and subsequent amendments will be issued electronically using the DocuSign distribution process. County agencies will receive an email notice to the person designated to sign the contract and other persons identified by the county will be copied on the notice. The contract will be signed and submitted back to DCF via email. The agency may print a copy or save a PDF copy of the contract. No software is needed on the agency's end to receive and sign the contract and the process does not require an encrypted signature.

CY 2016 funds will not be released until the signed contract has been returned to DCF via DocuSign. Once the CY 2016 contracts have been issued, the final CY 2016 allocations will be available at: .
<http://dcf.wisconsin.gov/files/cwportal/policy/cwportal/funding/excel/cwcnty-cyallocations.xls>

Fiscal Reporting and Pre-Payments

No advance or pre-payments will be allowed for CY 2016 allocations.

Expenses for the CY 2016 Community Youth and Family Aids allocations will be reported to DCF using the CORE fiscal reporting system.

Expenditure reports for expenses will be due on the 28th of the month following the month for which reimbursement is claimed and payable on the 5th day of the month following submission. Payments for cost reimbursement are limited by the contract amount at the time of the payment.

Questions regarding CORE fiscal reporting can be directed to:

DCF Bureau of Finance
(608) 422-6379

Public Participation Requirements

County human and social service departments must meet the requirements in s. 48.526(2m) to obtain public input on the use of DCF juvenile justice funds for CY 2016. Counties may use their human service boards or other citizen advisory committees to obtain public input. Information on the public participation process used by counties should be submitted to the DCF Area Administrator.

CY 2016 ALLOCATIONS

The following descriptions provide additional information for each of the allocations included in the attached spreadsheet.

Youth Aids

Youth Aids is the primary source of state funding for community-based juvenile justice services. Youth Aids includes several funding sources, including state GPR, federal Title IV-E foster care revenue, and federal Title IV-B Subpart 1.

The Youth Aids allocations for CY 2016 include funding added in Act 55 to support the costs of extending foster care to age 21 for eligible youths. These funds should be used and reported the same as any other Youth Aids funds.

The Youth Aids funds are allocated in two increments. Approximately 50% of the funds are available to counties for the period of January through June as part of the initial CY 2016 contract. The remaining 50% of the funds will be added to the contract in July 2016 for unreimbursed expenses through June and the period of July through December. The funds added as part of the foster care extension do not follow the 50%-50% pattern; they are divided between calendar years based on the expected statewide caseload in each year.

Counties may carry over up to 5% of the Youth Aids Basic Allocation from one year to the next. After the CY 2016 contracts have closed, DCF will notify counties if they have funds eligible to be carried over into CY 2017.

AODA

AODA funding is to provide AODA services to the Youth Aids Target Population.

