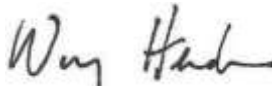


To: DCF/DMCPS Administrator
DCF Area Administrators
Child Placing Agency Directors
Child Welfare Agency Directors
County Departments of Community Programs Directors
County Departments of Human Services Directors
County Departments of Social Services Directors
Group Home Providers
Tribal Social Service/Indian Child Welfare Directors
Private Child Placing Agencies
Residential Care Center Providers
Shelter Care Providers
Tribal Chairpersons

From: Wendy Henderson
Division Administrator



Re: Community Intervention Program Allocation and Reporting Requirements

PURPOSE

This memo provides notification of the availability of state fiscal year (SFY) 2022 funds for the Community Intervention Program (CIP) and explains the criteria for receiving these funds.

The Department of Children and Families (DCF) will distribute CIP funds in SFY 2022 to counties on the basis of a statutory formula. The anticipated CIP funding amount for SFY 2022 is \$3,712,500. By law, CIP funds are to be used for early intervention services for first time offenders and for intensive community-based intervention services for seriously chronic offenders {s. 48.528}.

BACKGROUND

Each county's initial SFY 2022 allocation (July 1, 2021 through June 30, 2022), based on the statutory formula, is listed on an attachment to this memo. The SFY 2022 allocations are based on juvenile arrest data from calendar years 2018 and 2019 and secured correctional facility placement data from calendar years 2019 and 2020.

INFORMATION SUMMARY

1. SFY 2022 Award Requirements and Process

a. Plan and Budget for Submission

To be awarded funding, counties must complete a plan and budget. Plan and budget forms are linked to this memo, along with instructions for their completion. **The deadline for submission of the plan and budget is 4:00 p.m. on August 13th, 2021.**

Once your application materials are received, you will receive a confirmation email from DCF Youth Justice (YJ) by August 16th, 2021 at 5:00 p.m. Please contact us if you do not receive a confirmation email.

Although many counties continue to use their allocated funds to support the same high-quality programs as in previous years, for program integrity purposes, counties must annually review their program descriptions, objectives, and outcomes to ensure optimal success. Plans that state “same budget as previous year” with no actual plan detailed with program components and a completed budget will not be accepted.

b. Plan and Budget Review

DCF Bureau of Youth Services (BYS) will review all completed plans and budgets received for the SFY 2022 CIP **by 4:00p.m. Friday, August 13th, 2022** to ensure:

- The proposed program components address the needs of first-time offenders and/or intensive community-based intervention services for seriously chronic offenders.
- The plan concisely describes the objectives and outcomes for how program success will be measured.
- The plan shows evidence of coordination and collaboration with other involved agencies and/or stakeholders (i.e., schools, courts, law enforcement, service providers), including information about contracts and working agreements, when applicable.
- The county’s proposed budget is adequate to support the proposed activities.
- Due to the challenges that counties are currently facing with providing services to first time offenders as well as chronic offenders, we are allowing counties to include a broader budget language that will allow counties to account for how their delivery services may change over time.

c. Awards for SFY22

Following review and approval of plans and budgets, DCF will send award letters allocating SFY22 Community Intervention Program. Award letters will go out no later than August 27, 2021.

2. SFY21 Reporting Requirements

In Fall 2021 the Department will provide each county that received funds in SFY21 with instructions and forms for completing the evaluation of those programs. The evaluation should cover services delivered and clients participating between July 1, 2020 and June 30, 2021.

CENTRAL OFFICE CONTACT: Youth Justice Policy Coordinator
Bureau of Youth Services
Division of Safety and Permanence
DCFYJ@wisconsin.gov
608-422-6993

MEMO WEB SITE: <https://dcf.wisconsin.gov/cwportal/policy>

LINKS: Found on page at <https://dcf.wisconsin.gov/yj>
(**Community Intervention Program**)

1. CIP Program Plan
2. CIP Budget
3. CIP Initial Allocations
4. Explanation of Allocation Formula Factors