

To: DCF/DMCPS Administrator
DCF Area Administrators
County Board Chairpersons
County Departments of Community Programs Directors
County Departments of Human Services Directors
County Departments of Social Services Directors

From: Wendy Henderson
Division Administrator 

Re: **Advisory Notification of Calendar Year 2022 County Child Welfare Allocations**

PURPOSE

This memo provides preliminary notification of calendar year (CY) 2022 allocations to county departments of human or social services for the Children and Family Aids (CFA), Community Youth and Family Aids (Youth Aids), Alcohol and Other Drug Abuse (AODA) allocations, and other child welfare funds. The individual program allocations are listed in the attached spreadsheet showing amounts by county. County agencies can use these amounts for their CY 2022 budget planning.

CY 2022 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 the Department of Children and Families (DCF).

CHILD WELFARE ALLOCATIONS

CY 2022 allocations by child welfare program are listed in the attached spreadsheet. For programs with match requirements, the county match amount is identified. The allocation worksheet includes the following allocations that go to all counties:

- Children and Family Aids (CFA), including Match Requirement
- Promoting Safe and Stable Families (PSSF)
- Community Youth and Family Aids (Youth Aids)
- Alcohol and Other Drug Abuse (AODA)
- Kinship Care Benefits and Assessments
- eWISACWIS User Fee (deducted from CFA)
- Training Partnership Fee (deducted from CFA)

The worksheet also shows the following allocations that go to selected counties:

- Early Childhood Initiative

No preliminary allocation amounts are included in the spreadsheet for the following programs which require submission of application materials to DCF or are one-time commitments:

- Wisconsin Title IV-E Pass-Through Programs:
 - Legal Services Reimbursement
 - Legal Representation of Parents

- Foster Parent Training
- Local eWiSACWIS Costs
- Targeted Safety Support Funds (TSSF)
- Community Supervision Services
- Emergency Funds

CY 2022 ALLOCATIONS

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

Children and Family Aids (CFA)

CFA allocation is the primary source of state funding for child welfare services. CFA includes several funding sources, including state general purpose revenue (GPR), federal Title IV-E foster care revenue, federal Title IV-B Subpart 1, and federal Social Services Block Grant (SSBG).

CFA funds are allocated in two increments; 25% of the funds are available to counties for the period of January through June as part of the initial CY 2022 contract. The remaining 75% of the funds will be added to the contract in July 2022 for unreimbursed expenses through June and the remainder of CY 2022. Costs reported on the System for Payments and Reports of Contracts (SPARC) line 3681 (July-December Match) are reimbursed at 50% to meet the statutory match requirement.

CY 2022 CFA represents an across-the-board 0.37% decrease from CY 2021. Counties may carry over up to 3% of CFA from one year to the next. After CY 2022 contracts have closed, DCF will notify counties if they have funds eligible to be carried over into CY 2023.

Promoting Safe and Stable Families (PSSF)

PSSF amounts and program requirements are consistent from CY 2021.

Kinship Care

Initial Kinship Care Benefits allocations have been re-estimated at projected caseloads (105% of State Fiscal Year (SFY) 2021 12-month average) times the 2022 Kinship Care rate of \$300 per month. The total allocation for Kinship Care Assessments is 10% of the initial Kinship Care Benefits allocation. In order to align contract spending with Temporary Assistance for Needy Families (TANF) statutory limits, the calendar year allocation is divided into two periods: January through April and May through December. *Underspending from January through April cannot carry over into May through December.*

Community Youth and Family Aids (Youth Aids)

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

The 21-23 Biennial Budget increased the Youth Aids allocation by \$4.7 million. This increase has been added proportionately to the base allocation, which is one component of the total Youth Aids formula. Statutorily required allocation formulas (see Wis. Stat. ss. 48.526-

48.528) also impact the final allocation amounts for each county.

Youth Aids funds are allocated in two increments; 50% of the funds are available to counties for the period of January through June as part of the initial CY 2022 contract. The remaining 50% of the funds will be added to the contract in July 2022 for unreimbursed expenses through June and the remainder of CY 2022.

Counties may carry over up to 5% of Youth Aids funds from one year to the next. After the CY 2022 contracts have closed, DCF will notify counties if they have funds eligible to be carried over into CY 2023.

Initial Youth Aids allocations do not include Community Supervision Services allocations, Emergency Funds allocations, or Basic Allocations carryover. As counties enroll in the program a \$0 contract code will be added for cost reporting. At the close of each six-month period, counties will have contract amounts added based on proportional expenses, pursuant to Wis. Stat. s. 48.526(7)(h).

Alcohol and Other Drug Abuse (AODA)

AODA funding is to provide AODA services to the Youth Aids Target Population. AODA funding is also allocated in two increments, similar to Youth Aids funding.

CY 2022 STATE COUNTY CHILD WELFARE CONTRACT

2022 State County Child Welfare Contract includes a base section containing general requirements applicable to all county contracts and a child welfare scope of services section with the specific requirements for the child welfare program and CFA. The child welfare contract also includes multiple appendices for other program allocations included in the contract.

2022 State County Child Welfare 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.

More information regarding the DocuSign electronic signature process may be found at: <https://dcf.wisconsin.gov/doingbusinesswith>

Agencies should confirm the designated signatory of the CY 2022 contract with their DCF area administrator. Agencies can identify other persons, such as agency directors, fiscal managers and attorneys to be copied on DocuSign emails.

CY 2022 funds will not be released until the signed contract has been returned to DCF via DocuSign. Once the CY 2022 contracts have been issued, the final CY 2022 allocations will be available at <https://dcf.wisconsin.gov/cwfunding>.

FISCAL REPORTING AND PRE-PAYMENTS

No advance or pre-payments will be allowed for CY 2022 allocations.

Expenses for the CY 2022 Child Welfare allocations will be reported to DCF using SPARC.

Expenditure reports for expenses will be due on the 28th day 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 SPARC can be directed to:

DCF Bureau of Finance
(608) 422-6379
DCFFinanceGrants@wisconsin.gov

PUBLIC PARTICIPATION REQUIREMENTS

County human and social services departments must meet the requirements in Wis. Stat. s. 48.526(2m) to obtain public input on the use of DCF youth justice funds for CY 2022. Counties may use their human services 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.

ACTION SUMMARY

Counties can use these allocations to prepare their CY 2022 budgets.

REGIONAL OFFICE CONTACTS: DCF Area Administrator

CENTRAL OFFICE CONTACTS Accounting
(608) 422-6379
DCFFinanceGrants@wisconsin.gov

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

LINK: [CY 2022 Child Welfare Allocations Worksheet](#)