



Division of Safety and Permanence

DSP Informational Memo Series 2025-01i

January 13, 2025

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: John Elliott
 Administrator

Re: 2024 Updated Kinship Care Application

PURPOSE

The Department of Children & Families’ (DCF) vision that all Wisconsin children and youth are safe and loved members of thriving families and communities encompasses providing equitable support to relative and like-kin families. Research shows that children experience better child welfare outcomes including greater placement stability, higher levels of permanency, and better behavioral and mental health outcomes when they are cared for by their relatives and those that love them. Providing relative caregivers with direct support and equitable financial assistance is key to achieving these outcomes.

The purpose of this memo is to inform county and tribal agencies about the newly revised Kinship Care Payment Application; form DCF-F-CFS2023, that is used when applying for the kinship care benefit program: Wis. Admin. Code DCF 58.

BACKGROUND

During the 2022 annual Tribal Consultation (between DCF’s Secretary’s Office and Tribal Leaders), Tribal Leaders expressed grave concerns about the resources and supports available to relative caregivers and their families. As a result, a second Tribal Consultation was held, specific to the Kinship Care program, where an action plan was created to address these concerns.

One of the action items was to revise and improve the Kinship Care Payment Application form DCF-F-CFS2023. With the goals of making the application more user friendly and streamlined to reduce redundancy and barriers. The Department sought feedback from Tribal Kinship Care



professionals, the Intertribal Child Welfare (ICW) Committee, as well as the Wisconsin County Human Services Association (WCHSA). Based on feedback and recommendations the Kinship Care application has been updated to:

- Accommodate space for several more children in the application
- Remove unnecessary personal, employment and income questions
- Streamline the child support section to minimize confusion

INFORMATION SUMMARY

The revised version of the Kinship Care Payment Application is published and local agencies should begin using this version immediately: [DCF-F-CFS2023-e Kinship Care Payment Application](#)

All Kinship Care forms can be found here: <https://dcf.wisconsin.gov/cwportal/kinship>

Questions may be sent to: Kinship Care Specialist via DCFKinshipCare@wisconsin.gov

CENTRAL OFFICE CONTACT: Kinship Care Specialist
Bureau of Permanence and Out-of-Home Care
DCFKinshipCare@wisconsin.gov.

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