

APPENDIX A TO THE TRIBAL FAMILY SERVICES CONTRACT  
COVERING CHILDREN AND FAMILIES PROGRAMS

Appendix Title: **Family Services Program (SPARC Line: 6530)**

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The Family Services Program (FSP) allocation to tribes is for a broad range of social services to children and families served by tribes. The FSP allocation consists of funds from several state and federal sources that are blended to give tribes a flexible source of funds for social services, to the extent allowed for each of the funding sources. The FSP allocation can be used for a wide range of social services, including domestic abuse, child welfare, self-sufficiency, youth services, and child care.

The FSP allocation is administered by the Department of Children and Families (DCF) in conjunction with the Wisconsin Department of Health Services (DHS). Tribes receive separate FSP allocations from both departments. The two departments collaborate to allow tribes to operate integrated FSP programs using funds from both FSP allocations.

Tribes submit an annual FSP application and budget for the DCF portion of the FSP funds. The FSP application requires tribes to specify the services that will be provided to children and families corresponding to the different funding sources, identifying outcomes for each of the service areas and measurement methods to provide data on outcome achievement. The FSP budget requires tribes to specify how DCF funds will be used. Tribes can use the DCF funds in conjunction with the DHS funds to support the same tribal staff and provide integrated services to families. Tribes may update their FSP application and budget as needed to reflect changes in FSP services or the use of FSP funds.

Expenses are reported for reimbursement through the SPARC fiscal system using SPARC reimbursement line 6530. Expenses must be reported on a monthly basis. The Department may request additional information from tribes regarding FSP expenditures to verify that expenses are consistent with the approved FSP budget.

Tribes may charge indirect costs to the FSP allocation in accordance with the federally-approved indirect cost rate for the tribe. The indirect rate must be specified in the FSP annual budget.

Tribes must submit FSP annual progress reports to DCF describing the services provided with FSP funds and the outcomes achieved for participants in FSP services. The annual progress reports must include data on the outcomes specified in the FSP plan. The annual report is due on October 31<sup>st</sup> for the contract period ending on September 30<sup>th</sup>.

Tribes receiving a Coordinated Services Team (CST) grant are expected to incorporate CST into the Family Services Program. DCF encourages the CST approach to serving children and families.

DCF staff will provide technical assistance to tribes for completion of FSP plans and annual reports. DCF staff will also attend tribal FSP director meetings to share information with tribes.