



DEPARTMENT OF CHILDREN AND FAMILIES  
DIVISION OF FAMILY AND ECONOMIC SECURITY  
ADMINISTRATOR'S MEMO SERIES

**DFES 21-07**

ISSUE DATE: 10/18/2021  
DISPOSAL DATE: 12/31/2022

- ACTION
- NOTICE

**PROGRAM CATEGORIES:**

- W-2 - Wisconsin Works
- RA - Refugee Assistance
- CS - Child Support
- CF - Children First
- TJ - Transitional Jobs
- TMJ - Transform Milwaukee Jobs

**DATE:** 10/18/2021

**TO:** Child Support Agency Directors

**FROM:** **Connie M. Chesnik**  
**Division Administrator**

**RE:** CY2022 State-County Child Support Draft Contract

**PURPOSE:**

To share a copy of the CY2022 State-County Child Support Draft Contract with local agencies.

**BACKGROUND:**

The Department of Children and Families (DCF) has finalized the language for the CY2022 State-County Contract for the child support program. The contract consists of a base section applicable to all county contracts and a program-specific scope of services that defines the responsibilities of the Department and county agencies administering the child support program.

Representatives from DCF and the WCSEA Contract Committee met to discuss proposed changes to the contract language for CY2022. The attached contract and related documents are the outcome of those meetings.

## **ACTION SUMMARY STATEMENT:**

### **Notable Changes**

In the base contract, the DCF Bureau of Finance is replacing the STAR supplier number for counties based on the current DUNS number with the new federal SAM (System for Award Management) number per federal regulation 2 CFR 25.300. This change will require counties to obtain a SAM number.

In the scope of services, two new sections were added. The first requires DCF provided training focusing on effective customer service delivery and unintended bias and cultural competence. The second addresses, teleworking requirements for county child support agencies.

DCF requires a performance monitoring document for each contract. Performance monitoring is outlined in the new exhibit 2.

### Attachments:

- [CY2022 Draft State-County Base Contract](#)
- [CY2022 Contract Exhibit 1 Scope of Services](#)
- [CY2022 Contract Exhibit 2 Performance Monitoring](#)
- [CY2022 State-County Base Summary of Language Changes](#)
- [CY2022 Scope of Services Summary of Language Changes](#)