



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

DFES 25-11

ISSUE DATE: 12/01/2025

DISPOSAL DATE: 12/31/2026

☐ 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: 12/01/2025

TO: Child Support Agency Directors

FROM: Connie M. Chesnik
Division Administrator

RE: CY2026 State-County Child Support Draft Contract

PURPOSE:

To share a copy of the CY2026 State-County Child Support Draft Contract with local agencies.

BACKGROUND:

The Department of Children and Families (DCF) has finalized the language for the CY2026 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 CY2026. The attached contract and related documents have now been finalized.

CHANGES TO THE BASE CONTRACT:

Attachment #6 CY2026 Base Contract Change Matrix includes all the changes to the base. Below is the base contract changes considered to be some of the most important ones:

- DCF prohibits internal use of AI with non-public DCF data to assure protection and confidentiality of client data. This new requirement applies the same standard to contract agencies. The language also adds a requirement for notification of breach, loss or unaccountability of confidentiality data related to AI use or access.

- Federal regulation 2 CFR 200.415 requires “[a] certification, signed by an official who is authorized to legally bind the recipient” on financial reports. The required language found in the regulation is now included word for word in the contract.
- The federal supplemental terms have been added to the base contract, see link for the terms: [HHS Administration for Children & Families Standard Terms and Conditions, and Program Specific Supplemental Terms and Conditions](#).
- The Minority Business Subcontractors section has been entirely removed.
- Federal regulation 2 CFR § 200.439 Equipment and other capital expenditures was amended and now says, “(2) Capital expenditures for special purpose equipment are allowable as direct costs, provided that items with a unit cost of \$10,000 or more have the prior written approval of the Federal agency or pass-through entity.” The federal regulation changed in the per unit amount from \$5,000 or more to \$10,000 or more and this change has been made to section VIII. Billing and Payment Terms, A. Payment Terms of the base contract.
- In order to process county contracts, the county must have a Unique Entity (UE) Identifier In conformance with Federal law, the County must comply with 2 CFR Part 25 which requires subrecipients to obtain a UEI in [SAM.gov](#).

Changes to the CY2026 State-County Scope of Services, Exhibits, or Appendix consists of date changes.

CONTACT: BRO Child Support Coordinators

ATTACHMENTS:

1. [CY2026 Draft State-County Base Contract](#)
2. [CY2026 Contract Exhibit 1 Scope of Services](#)
3. [CY2026 Contract Exhibit 2 Performance Monitoring](#)
4. [CY2026 Contract Appendix UI Data](#)
5. [CY2026 Contract IRS Exhibit 7 from Publication 1075](#)
6. [CY2026 Base Contract Change Matrix](#)