
From: DCF BWF Work Programs Help Desk <BFWWorkProgramsHD@wisconsin.gov>
Sent: Wednesday, June 30, 2021 4:01 PM
To: DCF DL DFES BWF W-2 Agency CARES Coordinators <DCFDLW-2AgencyCARESCoordinators@wisconsin.gov>; DCF DL DFES BWF W-2 Agency Directors <DCFDLDFESBFW2AgencyDirectors@wisconsin.gov>
Cc: DCF DL DFES BWF W-2 REGIONAL STAFF <DCFDLDFESBFW-2REGIONALSTAFF@wisconsin.gov>; DCF DL DFES BWF Program Integrity Cust Ser Section (Auto) <DCFDLDFESBFWProgramIntegrityCustSerSectionAuto@wisconsin.gov>
Subject: Important update on WWP Phase 2 Functionality - W-2 System Generated Tasks

A batch process ran in WWP last night (6/29/21) and generated a number of different work tasks. There are two categories of tasks that we want to provide some updates for:

1. **Task Generated:** *No Employability Plan has been completed since enrollment. Review information to determine if an Employability Plan is needed.*

Background: This task was generated for all W-2 participants who currently have no Employability Plan recorded in WWP even if there is currently an EP and activities open in CARES mainframe. Workers can disregard this task. WWP will close these tasks tonight through a batch process. In the future, Employability Plan tasks will only be generated for participants who are enrolled in WWP on or after 6/26/21.

2. **Two types of POP Tasks Generated:**

- *Possible Job Attainment Claim. Verify wages and hours.*
- *Possible Job Retention Claim. One job reached 93 days. Verify wages and hours.*

Background: These tasks were generated for all W-2 participants with an employment that met the POP criteria for number of days in unsubsidized employment (31 days for JA and 93 days for JR). The task was generated even if a POP claim has already been created in CARES mainframe for the job. WWP will close these tasks tonight through a batch process. In the future:

- For the JA task, the task will only be generated for jobs with a begin date on or after 5/27/21. This will ensure that workers will only get the task for jobs that met the 31 days in job requirement after 6/26. Workers should also continue to monitor jobs with earlier job begin dates for potential JA claim submittal.
- For the JR task, the task will only generate for jobs with a begin date on or after 3/26/21. This will ensure that workers will only get the task for jobs that met the 93 days in job requirement after 6/26. Workers should also continue to monitor jobs with earlier job begin dates for potential JR claim submittal.

BWF Work Programs Help Desk

Bureau of Working Families

Division of Family and Economic Security

Department of Children and Families
