



TO: TJ Contractors and Subcontractors
TMJ Contractors and Subcontractors
Training Staff

FROM: Patara Horn, Director
Bureau of Working Families
Division of Family and Economic Security
Department of Children and Families

BWF OPERATIONS MEMO				
No:	20-26			
DATE:	12/08/2020			
W-2	<input type="checkbox"/>	EA	<input type="checkbox"/>	CF <input type="checkbox"/> JAL <input type="checkbox"/>
RAP	<input type="checkbox"/>	TMJ	<input checked="" type="checkbox"/>	TJ <input checked="" type="checkbox"/> Other EP <input type="checkbox"/>

SUBJECT: *Expanding the Definition of Out-of-Home Care for Transitional Jobs and Transform Milwaukee Jobs*

CROSS REFERENCE: [TJ and TMJ Policy Manual Section 2.1.2 TMJ Foster Population](#)
[TJ and TMJ Policy Manual Section 2.1.3 TJ Target Populations](#)
[Wis. Stat. s. 938.13](#)

EFFECTIVE DATE: Immediately

PURPOSE

The purpose of this memo is to expand the definition of out-of-home care for Transitional Jobs (TJ) and Transform Milwaukee Jobs (TMJ) to include Juvenile in Need of Protection or Services (JIPS) and Juvenile Delinquency orders.

This memo also documents technical updates made to the TJ and TMJ Policy Manual.

BACKGROUND

TJ and TMJ are subsidized employment programs funded by the federal Temporary Assistance for Needy Families program. Since the Department Children and Families (DCF) initially established the foster population as an eligibility group type for TJ and TMJ, the agency has continued to further define and expand policy requirements for the foster population in order to meet the needs of this population. Individuals who meet program eligibility criteria and who are at least 18 years of age and less than 25 years of age who were in out-of-home care at or after age 16 are members of the foster population. Currently, the definition of out-of-home care restricts eligibility to individuals who were placed out of the home under Child in Need of Protection or Services (CHIPS) orders. This definition limits the foster population by excluding juveniles placed in out-of-home care due to JIPS and Juvenile Delinquency orders.

Among DCF's priorities is, "dedicating additional resources to support vulnerable and historically underserved youth, specifically teenage girls, kids with complex care needs, and youth transitioning out of the foster care system." Expanding the definition of out-of-home care to increase the range of individuals eligible for TJ and TMJ as part of the foster population is in accordance with this priority. This policy update expands the definition of out-of-home care to include JIPS and Juvenile Delinquency orders.

Children under a JIPS or delinquency order may be placed on out-of-home care. In the case of a delinquency order, a child (aged 10-17) must be alleged to have committed a delinquent act. In a JIPS case, Wis. Stats. s. 938.13 requires that the child:

- Be considered uncontrollable and the parent signs a petition;
- Be habitually truant from school;
- Be considered a school dropout;
- Be habitually truant from home;
- Committed a delinquent act before the age of ten; or
- Be deemed not responsible or not competent.

POLICY (CURRENT POLICY AND NEW POLICY)

Per TJ and TMJ Manual 2.1.2 and 2.1.3, individuals eligible under the Foster Population provisions must be older youth at least 18 years of age and less than 25 years of age who were in out-of-home care at or after age 16. The policy updates provided below will expand TJ and TMJ eligibility under the Foster Population provisions.

Updated policy manual sections are attached to this memo and will be incorporated into the TJ and TMJ Policy Manual upon publication of this memo. Policy that was removed is struck through and policy that has been added is underlined.

DEFINITION OF OUT-OF-HOME CARE

Current Policy

The Definitions section of the TJ and TMJ Policy Manual currently defines out-of-home care as placement in foster care, kinship care, independent living facilities, residential care centers, group homes, or other placement options under CHIPS orders.

Updated Policy

Policy is updated to be more inclusive of different types of out-of-home placement, specifically JIPS and Juvenile Delinquency, by replacing references to CHIPS orders with Chapter 48 or 938 court orders (CHIPS, JIPS, or Juvenile Delinquency orders).

REQUIREMENT FOR CONTRACTOR PROGRAM APPLICATIONS

Current Policy

Section 2.4 requires for TJ/TMJ contractors to develop an application that includes applicant nonfinancial eligibility information, such as status in an out-of-home placement (e.g., foster care, kinship care, independent living facilities, Residential Care Centers, group homes, or other placement options under CHIPS orders).

Updated Policy

Policy is updated to state that program application forms must include applicant nonfinancial eligibility information, such as status in an out-of-home placement, which is expanded to include JIPS and Juvenile Delinquency court orders in addition to CHIPS.

AGENCY ACTION

In accordance with the expanded definition of out-of-home care, contractors must accept CHIPS, JIPS and Juvenile Delinquency orders as an out-of-home placement type and update program application forms accordingly.

TJ and TMJ contractors and subcontractors must discuss the policy update and clarifications with staff and update any relevant local agency procedures.

ATTACHMENTS

[TJ and TMJ Policy Manual Definition](#)
[TJ and TMJ Policy Manual Section 2.4](#)
[Technical Updates](#)

CONTACTS

For TJ and TMJ Policy and Processing Questions: DCFDFESBWFFContracts@wisconsin.gov

For TJ and TMJ CARES and WWP Functionality Questions: BWF Work Programs Help Desk
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DCF/DFES/BWF/DK & MP