



TO: **TMJ Contractors, Subcontractors, and Staff
TJ Contractors, Subcontractors, and Staff
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:	21-03				
DATE:	02/02/2021				
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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: *Transitional Jobs Expansion*

CROSS REFERENCE: [TJ and TMJ Policy Manual Definitions](#)
[TJ and TMJ Policy Manual Section 2.2 Changes in Eligibility](#)

EFFECTIVE DATE: January 1, 2021

PURPOSE:

The purpose of this memo is to announce:

1. The expansion of the Transitional Jobs (TJ) program to: Barron, Brown, Chippewa, Dunn, Kenosha, Marinette, Oconto, Outagamie, Pierce, Polk, St. Croix, and Winnebago counties;
2. Modifications to Wisconsin Work Programs (WWP) to support the expansion of TJ to the 12 expansion counties; and
3. WebI enhancements for TJ reports.

BACKGROUND

TJ offers subsidized work to low-income individuals for up to 1,040 hours (six months, full-time) and provides employers with a wage subsidy to offset the hiring costs. TJ bridges the skills gap between unemployed workers and job vacancies through combined training and subsidized employment. 2019 WI Act 9 provided additional funding for TJ and authorized the Department of Children and Families (DCF) to expand TJ to three additional geographical areas. The counties included in this expansion are Barron, Brown, Chippewa, Dunn, Kenosha, Marinette, Oconto, Outagamie, Pierce, Polk, St. Croix, and Winnebago.

TRANSITIONAL JOBS EXPANSION

Effective January 1, 2021, DCF will establish the TJ program in the following regions:

Region	Counties	DCF Contractor
Rural Midwest	Barron Dunn Chippewa Pierce Polk St. Croix	Workforce Resource, Inc.
Urban Bay	Brown Marinette Oconto Outagamie Winnebago	UMOS, Inc.
Urban South	Kenosha	UMOS, Inc.

POLICY

DCF has updated the TJ and Transform Milwaukee Jobs (TMJ) Policy Manual to add the names of the additional counties where appropriate and to specify there are now eight TJ geographical areas.

Technical updates and 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 has been added is underlined and policy that was removed is struck through.

Section	Title	Description
(no number)	Definitions	Revised TJ definition to include names of counties served by new regions, as well as counties not previously listed.
2.2.1.3	Relocation Between TJ Contractors	Revised policy to state that eight TJ geographical areas now exist.

WISCONSIN WORKS PROGRAM (WWP)

The 12 new counties have been added to the "County of Residence" dropdown list on the Client Registration page and as valid entries for the "County of Residence" field on the Requests for Assistance page in WWP.

Client Registration ?

Are you a member of an American Indian tribe or an Alaskan Native or child or grandchild of a member?

Address Information

County of Residence

- Adams - 01
- Ashland - 02
- Barron - 03
- Bayfield - 04
- Brown - 05

Homeless

State: WI

ZIP: _____

Request for Assistance ?

Program

Program: _____

County of Residence: Barron - 03

WEBI REPORTS

In the TJ and TMJ Webi reports, data for the Rural Midwest, Urban Bay, and Urban South regions will display under the new contractor names of Workforce Resource, Inc. (Rural Midwest), UMOS (Urban Bay Region), and UMOS (Urban South Region). When selecting prompts, users will be able to select these values from the Contractor Name drop-down list. These enhancements will take effect in each region after the first participant enrollment occurs in that region.

TRAINING

The “Transform Milwaukee Jobs (TMJ) & Transitional Jobs (TJ) Policy & Process” course is available on the PTT Learning Center.

AGENCY ACTION

Agencies must familiarize themselves with the information in this memo and update any local procedures accordingly.

ATTACHMENTS

[Updated Map of TJ Regions](#)

[TJ and TMJ Policy Manual Definitions](#)

[TJ and TMJ Policy Manual Section 2.2.1.3](#)

[Technical Updates](#)

CONTACTS

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

For TJ and TMJ CARES and WWP Functionality Questions: BWF Work Programs Help Desk

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DCF/DFES/BWF/DK