

DEVELOPMENT

WISCONSIN DEPARTMENT OF WORKFORCE

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TO: W-2 Manual Holders

FROM: Ron Hunt, Director
Bureau of Workforce Programs

Dianne Reynolds, Chief
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RE: Wisconsin Works Manual
Release 03-01

DATE: September 26, 2003

EFFECTIVE DATE: Immediately

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Implement the instructions at application. For current cases, you need not redetermine eligibility, but the benefit payment amount for the next checkwrite should be increased to the W-2 payment level appropriate to the participant's work readiness. If there is a different effective date than the one listed above or implementation schedule, it will be highlighted below.

This release obsoletes Chapter IV (Refugee and Entrant Assistance) of the Income Maintenance Manual (IMM).

POLICY CHANGES

Chapter 20

Added a new chapter on the Refugee Assistance Program (RAP), which consists of both the Refugee Cash Assistance (RCA) and Refugee Medical Assistance (RMA) programs.

The new chapter has been added to the W-2 Manual because, by contract, RAP is administered by the W-2 agencies and there are many parallels between W-2 and RAP program policies.

In addition to adding the new chapter, several changes have been made to RAP. These changes include:

- Making Refugee Cash Assistance payment levels consistent with W-2 payment amounts;
- Changing other Refugee Assistance Program policies to increase consistency with W-2 policies, including eliminating work registration exemptions and referring all refugee recipients to appropriate employment programs funded either by FSET or by the independent Refugee Employment and Training programs;
- Clarifying Refugee Medical Assistance policies concerning continuation of RMA for time-eligible refugees who lose Medical Assistance; and
- Adding links to bilingual notices.

Appendix IX

Added a new appendix containing several tools to assist in administering the Refugee Assistance Program. These tools are:

- List of Employment and Training Providers
- List of local Voluntary Resettlement Agencies (Volags)
- Sample Eligibility and Certification Letters from DHFS
- RAP Documentation Verification