

## Session II – Grand G

### Family First & TSSF (*and other fiscal matters*)

August 27<sup>th</sup>, 2021

Dave Berndt & David Harkins



**Question 1:** Various questions surrounding the Case Time Management Report (*AdHoc033\_CaseTime*).

- What is the logic of the report? Why are there so many 0's?
- Are there any reference/policy guidance documents available?

**DCF Response:** The report's logic calculates worker time based upon the information available in eWiSACWIS on the Case Notes page. Though a **Unit** (*other than 0*) will only appear on the report if a worker enters a **Begin Time** and **End Time** (*not a required sacwis field*).

A screenshot of the eWiSACWIS Case Notes page in Internet Explorer. The page shows a case for "Aardvark, Amy B (9223581)" with a note created by "Cake, Caitlin M., IV" on 07/09/2018 at 12:59 PM. The "Note Information" section includes fields for Date (00/00/0000), Begin Time (00:00 AM), End Time (00:00 AM), Duration (0000.0), and various dropdown menus for Category, Type, Type Detail, Face-to-Face Location, and Face-to-Face Result. A "Participants" list is visible on the right, including names like "Aardvark, Abigail A., III (Bio Child)" and "Jones, Robert (Bio Child)". The "Narrative" section is currently empty. At the bottom, there are buttons for "Insert Correction Note", "Clear Fields", "Create", "Save", and "Close".

DCF Next Steps: The policy section is contemplating making *End Time* a required field in eWiSACWIS though first requested some background information on the financial side. Dave Berndt will be working with BRO to reach out to counties to gather the following information:

- Which counties currently use AdHoc033\_CaseTime report.
- How the report is utilized and for which program cost allocation methods.

Current Reference Materials:

- [Ongoing Standards](#) (p 22)
- [Documenting Monthly Case Worker Contact](#)

**Question 2:** Is there a two-year limit on the use of Innovation Grant funding?

**DCF Response:** DCF took over Youth Aides in 2016 and decided to use the increasing amount of leftover Community Supervision funds as short-term innovation grant opportunities to support counties getting innovative and experimental programs off the ground. These were typically 15-month grants; as their grants were expiring counties could also apply for a smaller continuation award to transition these programs towards sustainable county funding.

For the first three grant cycles, DCF's policy was that counties who had already received an Innovation Grant were ineligible to apply for a new one.

Memo [2021-16i](#) updated that policy to allow counties who have had at least a one year break in funding to apply for a new Innovation Grant for a new project. The intent is still to fund new initiatives rather than providing ongoing funding for established programs. (*Though like everything else, awards are subject to funding availability.*)

**Question 3:** How do we handle costs from 2019 and 2020 that were billed in 2021? Can this be paid on the 2021 contract?

**DCF Response:** Every grant has different federal regulations and each DCF program has its own set of policies and procedures that govern what is allowable. Due to this complexity counties must submit their specific questions to the following mailbox:

[DCFFinanceGrants@Wisconsin.gov](mailto:DCFFinanceGrants@Wisconsin.gov)

Please include as much detail as you can in your initial request so DCF Finance can have the appropriate person address your concerns. (*Recommended details include: the contract SPARC code(s), affected months, the amount and reason costs weren't reported within the close-out period.*)

**Any Additional Questions:** [DCFIV-EProgram@wisconsin.gov](mailto:DCFIV-EProgram@wisconsin.gov)