

**WISCONSIN DEPARTMENT OF HEALTH SERVICES**  
**Division of Health Care Access and Accountability**  
**1 W. Wilson St.**  
**Madison WI 53703**

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To: FoodShare Wisconsin Employment and Training (FSET) Handbook Users

From: Angela Dombrowicki, Director  
Bureau of Enrollment Management

Re: **FSET Handbook Release 09-01**

Release Date: 05/01/09  
Effective Date: 05/01/09

**EFFECTIVE DATE**

The following policy additions or changes are effective 05/01/09, unless otherwise noted. **Bold text denotes new text. Text with a strike through it in the old policy section denotes deleted text.**

**POLICY CLARIFICATIONS**

**All**

The FSET program has moved from The Department of Children and Families (DCF) to The Department of Health Services (DHS). The FSET Handbook was moved to a DCF server with this release and the old FSET Handbook is being removed .

Due to the transfer of FSET from DCF, the Department of Health Services will be reviewing each section of this handbook. Additional revisions for the remaining sections of the handbook will be forthcoming. Also, some sections were renumbered to be consistent with other DHS/DHCAA/BEM policy handbooks.

These sections have been rewritten. The changes are too numerous to include here.

**1.1 FSET Program Purpose**

**1.2 FSET Program, Administration**

**1.3 Eligible FSET Participants**

**1.5 FSET Program Legal Basis and Source for Requirements**

**1.6 Acronyms Used in This Document**

**2.1 Federal 100 Percent Allocation**

**2.2 50/50 Match Funding**

**2.5 FSET Participant Reimbursement**

**2.6 FSET Fiscal Reporting Profiles**

**3.2 Economic Support Agency (ESA) Responsibilities**

**3.3 FSET Agency Responsibilities**

**3.4 FSET Participant Responsibilities**