

FFY 2025 FSET State Plan

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A. Cover Page and Authorized Signatures

State: Wisconsin

State Agency Name: Wisconsin Department of Health Services

Federal FY: 2025

Date Submitted to FNS (revise to reflect subsequent amendments): August 12, 2024

List State agency personnel who should be contacted with questions about the E&T State plan.

Name	Title	Phone	Email
Katie Vieira	FSET Policy Analyst	608-852-2236	Kathleen.Vieira@dhs.wisconsin.gov
Tosha Link	FSET Budget Analyst	608-266-9808	Tosha.Link@dhs.wisconsin.gov
Tony Trout	FSET Data Analyst	608-267-7858	Tony.Trout@dhs.wisconsin.gov
Autumn Arnold	Director of the Bureau of Eligibility and Enrollment Policy	608 261-6869	Autumn.Arnold@dhs.wisconsin.gov
Kevin Wetherbee	Deputy Director of the Bureau of Eligibility and Enrollment Policy	608-982-6193	Kevin.Wetherbee@dhs.wisconsin.gov
Dave Varana	Director of the Bureau of Fiscal Accountability and Management	608-266-3257	Dave2.Varana@dhs.wisconsin.gov

Certified By:



August 11, 2024

State Agency Director (or Commissioner)

Date

Certified By:

A handwritten signature in black ink, appearing to read "D. Smith", written in a cursive style.

August 9, 2024

State Agency Fiscal Reviewer

Date

B. Amendment Log

In accordance with 7 CFR 273.7(c)(8), State agencies must submit plan revisions to the appropriate FNS Regional office for approval if it plans to make a significant change. For a complete list of situations requiring an amendment to the E&T State plan, see Plan Modifications in the E&T State Plan Handbook. The State agency must submit the proposed changes for approval at least 30 days prior to the planned implementation.

Please use the log below to document the submission of an amended plan. A single line in the log should capture each time a plan is amended and resubmitted, not each individual amendment throughout the plan.

To expedite the review process for amendment changes, please highlight areas where text has been added or changed. After FNS approval of amendment changes, highlighting must be removed and a clean, updated plan submitted to FNS.

Table B.I. Amendment Log

Amendment Number	Brief description of changes or purpose for amendment (If amendment includes budget changes, include in description)	Sections of Plan Changed (Highlight areas of plan with changes)	Date submitted to FNS	Date approved by FNS

C. Acronyms

State agencies may consider including acronyms for the SNAP State agency, SNAP E&T program name, State's management information system, and SNAP E&T providers or contractors.

Below is a list of common acronyms utilized within this plan. Please delete acronyms that do not apply and add additional acronyms in alphabetical order.

Table C.I. Acronyms

Acronym	Acronym Definition
ABAWD	Able-Bodied Adult without Dependents
CARES	Client Assistance for Reemployment and Economic Support
CNA	Certified Nursing Assistant
CWW	CARES Worker Web (SNAP eligibility and SNAP E&T system)
DCF	Wisconsin Department of Children and Families
DHS	Wisconsin Department of Health Services
DVR	Wisconsin Division of Vocational Rehabilitation
ECF	Electronic Case File
E&T	Employment and Training
FNS	Food and Nutrition Service
FS	FoodShare
FSET	FoodShare Employment and Training
FY	Fiscal Year
GA	General Assistance
GED	General Educational Development
HSED	High School Equivalency Diploma
HSD	High School Diploma
IM	Income Maintenance (State eligibility workers)
IMMR	Income Maintenance Management Reports
ITO	Indian Tribal Organization
OSHA	Occupational Safety and Health Administration
PHE	Public Health Emergency
SNAP	Supplemental Nutrition Assistance Program
TANF	Temporary Assistance for Needy Families
USDA	United States Department of Agriculture
W2	Wisconsin Works
WTCS	Wisconsin Technical College System
WDA	Workforce Development Area
WIOA	Workforce Innovation and Opportunity Act

D. Assurances

By signing on the cover page of this document and checking the boxes below, the State agency Director (or Commissioner) and financial representative certify that the below assurances are met.

Table D.I. Assurances

Check the box to indicate you have read and understand each statement.	Check Box
I. The State agency is accountable for the content of the E&T State plan and will provide oversight of any sub-grantees. (7 CFR 273.7(c)(4) and 7 CFR 273.7(c)(6))	<input checked="" type="checkbox"/>
II. The State agency is fiscally responsible for E&T activities funded under the plan and is liable for repayment of unallowable costs. (7 CFR 271.4, 7 CFR 276.2, and 7 CFR 277.16)	<input checked="" type="checkbox"/>
III. State education costs will not be supplanted with Federal E&T funds. (7 CFR 273.7(d)(1)(ii)(C))	<input checked="" type="checkbox"/>
IV. Cash or in-kind donations from other non-Federal sources have not been claimed or used as a match or reimbursement under any other Federal program. (7 CFR 277.4(d)(2))	<input checked="" type="checkbox"/>
V. Documentation of State agency costs, payments, and donations for approved E&T activities are maintained by the State agency and available for USDA review and audit. (7 CFR 277.17)	<input checked="" type="checkbox"/>
VI. Contracts are procured through appropriate procedures governed by State procurement regulations. (7 CFR 277.14)	<input checked="" type="checkbox"/>
VII. Program activities are conducted in compliance with all applicable Federal laws, rules, and regulations including Civil Rights and OMB regulations governing cost issues. (7 CFR parts 271, 272, 273, 274, 275, 276, 277, 281, and 282)	<input checked="" type="checkbox"/>
VIII. E&T education activities directly enhance the employability of the participants; there is a direct link between the education activities and job-readiness. (7 CFR 273.7(e)(2)(vi))	<input checked="" type="checkbox"/>
IX. Program activities and expenses are reasonable and necessary to accomplish the goals and objectives of SNAP E&T. (7 CFR 277.4(d)(3))	<input checked="" type="checkbox"/>

Table D.II. Additional Assurances

The following assurances are only applicable to State agencies with the situations described below. If the condition applies, check the box to indicate you have read and understand each statement.	Check Box
I. If in-kind goods and services are part of the budget, only public in-kind services are included. No private in-kind goods or services are claimed. (7 CFR 277.4(d) and (e))	<input checked="" type="checkbox"/>
II. The E&T Program is implemented in a manner that is responsive to the special needs of Indian Tribal members on Reservations. The State agency shall consult on an ongoing basis about portions of the E&T State Plan which affect them; submit for comment all portions of the E&T State Plan that affect the Indian Tribal Organization (ITO); if appropriate and to the extent practicable, include ITO suggestions in the E&T State plan. (For States with Indian Reservations only.) (7 CFR 272.2(b)(2) and 7 CFR 272.2(e)(7))	<input checked="" type="checkbox"/>

E. State E&T Program, Operations, and Policy

I. Summary of E&T Program

- a) Provide the vision and mission of the State E&T program. In addition, describe how your State agency's E&T program meets the purpose of E&T which is to: 1) increase the ability of SNAP participants to obtain regular employment; and 2) meet State or local workforce needs.

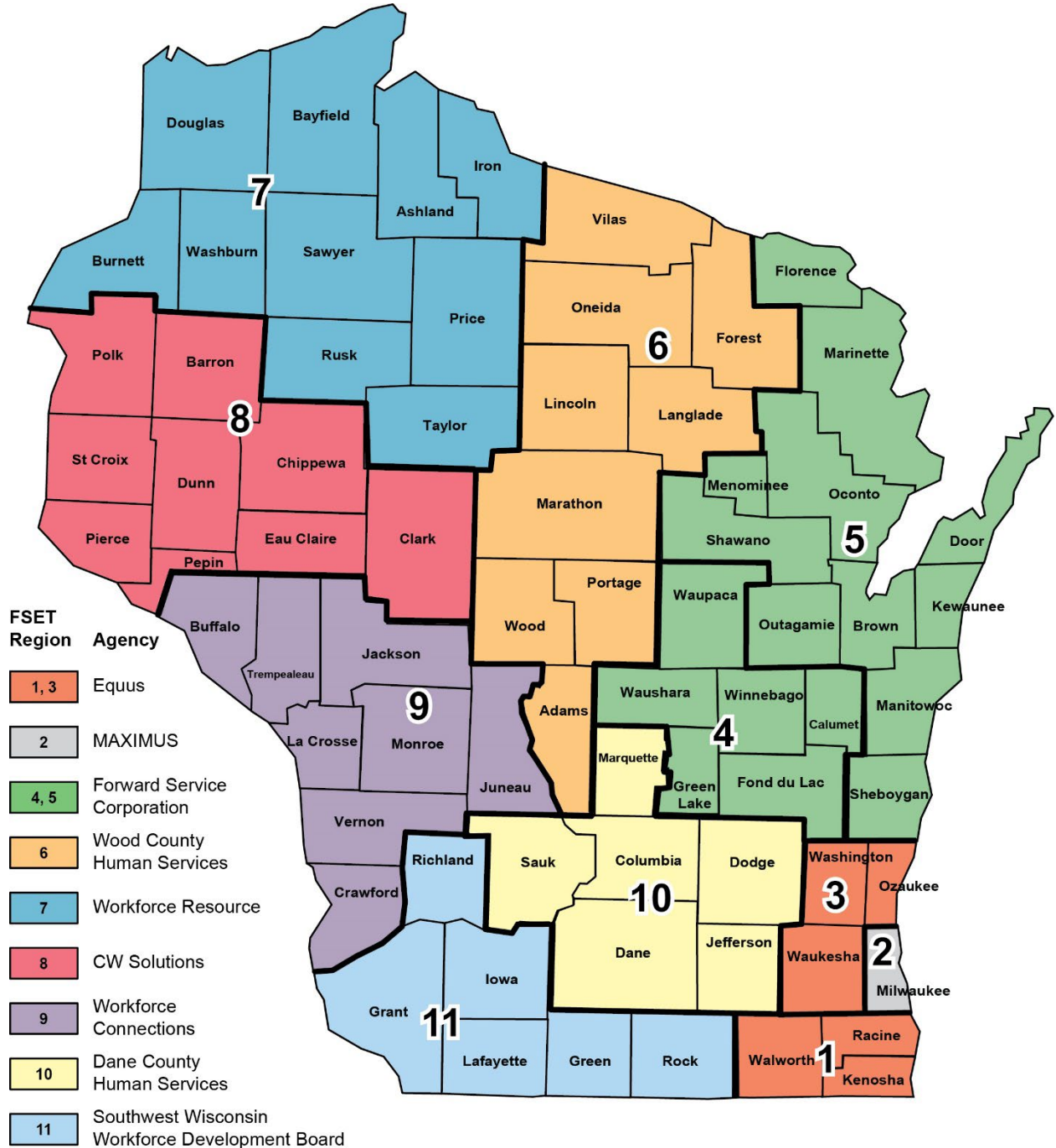
With FNS approval, in FFY 2025 Wisconsin will continue to offer FoodShare Employment and Training (FSET) services to Able-Bodied Adult without Dependents (ABAWD) and non-ABAWD FoodShare members who have been screened and referred to the FSET program and who are capable of obtaining gainful employment. The following plan illustrates how the Department of Health Services (DHS) proposes to continue operating a voluntary program for FoodShare members in FFY 2025.

The mission of FSET is to provide FoodShare members the assistance and support they need to obtain and maintain competitive employment while meeting the needs of employers across Wisconsin. The mission of FSET is to draw upon the strengths, needs, and preferences of individual job seekers to provide services that will result in successful competitive employment, while promoting economic self-sufficiency (WI FSET Handbook Section 1.1).

Wisconsin's FSET program offers an array of employment and training services intended to facilitate an efficient use of resources to assist FSET participants to move promptly into unsubsidized employment. Services are designed to comply with federal and state policies and regulations and are in accordance with Wisconsin's federally approved FSET State Plan. Allowable FSET program components include Supervised Job Search, Job Search Training, Self-Employment Training, Basic/Foundational Skills Instruction, Career/Technical Education Program, English Language Acquisition, Integrated Training or Bridge Program, Work Readiness Training, Workfare, Work Experience, Work Activity, Work-based learning - Internship, Work-based learning - On-the-job Training, Work-based learning, Pre-apprenticeship/Apprenticeship, Work based learning – Transitional Employment, Work-based learning- Other (Trial Employment Match Program- TEMP), and Job Retention. Case management must be offered to all FSET participants engaged in one of the components listed. While the FSET vendors have considerable flexibility in developing their program, all components are offered in all FSET regions.

DHS operates a regionalized, county-administered program. Regional service area boundaries correspond with the State's eleven Workforce Development Areas (WDAs), as shown in the map below. FSET regionalization along WDA boundaries opens opportunities for collaboration and creates efficiencies in service delivery

between FSET and other employment and training programs by taking advantage of the WDA's unique expertise and pre-established relationships with local employers and businesses. Furthermore, FSET vendors have established a wide array of relationships with employers across their regions.



b) Is the State's E&T program administered at the State or county level?

Wisconsin's FSET program is divided into eleven administrative regions, which mirror the boundaries of Wisconsin's Workforce Development Areas (WDA). Each FSET region administers and delivers FSET services within the region by partnering with local service providers and community organizations. In addition, eight Wisconsin tribes operate their own independent tribal FSET program (WI FSET Handbook 1.3).

All contracted vendors in each administrative region must provide case management and offer a wide variety of allowable FSET component activities (WI FSET Handbook 1.4). All FSET vendors are required to provide FSET participants with the supportive services required for successful completion of any assigned FSET component activities (WI FSET Handbook 5.1). FSET vendors are also expected to partner with local employers, employer organizations, and other local barrier remediation resources for FSET participants. FSET vendors have wide flexibility in how the program is administered in their region to meet the unique needs of employers and FSET participants in their region, as long as they abide by all contractual agreements, the FSET Handbook, and other applicable regulations.

- c) (For county-administered States only) Describe how counties share information with the State agency (e.g. county E&T plans), and how the State agency monitors county operations.

FSET vendors share information with the State through a variety of means including submission of Quarterly and Quality Assurance Reports, participation during annual monitoring process, providing program updates during quarterly FSET Vendor meetings, and through annual budget submission and or requests for budget modifications.

Each year, State staff monitors and evaluates the FSET program through a variety of methods to ensure compliance with federal laws, state policy, and local program administration standards. The FSET Vendor Management staff conduct an onsite visit annually to all regional vendors. Following the onsite visit the vendors are notified via the Annual Review form about required action items that they must address to maintain compliance with the program, suggestions for program improvements, and best practices that we observed.

Monitoring includes:

- Monthly review of fiscal invoices
- Monthly review of executive data dashboard
- Review of regional Service Level Agreement data
- Review of Quarterly & Quality Assurance reports submitted by the agency
- Agency document review
- Case review
- Onsite or virtual agency visit and program review—staff interviews, observe orientation, enrollment, and ongoing appointments
- Annual completion of a Contract Risk Assessment
- Third Party Program and case review if applicable

As part of the annual review process, if the region has TPP relationships, Vendor Management completes TPP case reviews and reviews supportive services issued to the participant to ensure they were accurately tracked in CWW and adhere to supportive service policy requirements. The Vendor is responsible for providing direct oversight to all subcontractors and third-party programs. As part of the vendor's plan to ensure fiscal integrity, DHS requires the vendor to verify that the costs being charged to FSET are documented to support the allowability and allocability of the expenses and that funds are used for their intended purpose and for the intended time-period. As part of the state's TPP approval process, vendors must ensure that FSET funds are not being used as a match for other Federal programs (except where permitted) and provide confirmation that FSET funds are not supplanting non-federal funds used for existing educational services and activities.

An annual review form is used to provide a standardized format for collecting, documenting, and sharing the monitoring information listed above. A summary of information gathered for and during the annual monitoring visit, as well as required actions, recommendations, and best practices are all documented using one form. The State will use best practices and other highlights from the annual monitoring form to create agenda items for future FSET Vendor meetings. By doing so, the State intends to promote the FSET Vendor meetings as a type of learning collaborative, rather than a State-run meeting. Although the strengths and needs of the FSET program vary across regions of the state, we believe that sharing best practices will promote moving the FSET program forward statewide.

- d) Provide the geographic areas of the State where the E&T program operates, and describe the rationale for this selection. Designate which areas, if any, operate mandatory E&T programs.

Wisconsin's FSET Program serves the entire state of WI. All of Wisconsin operates a voluntary program.

- e) Provide a list of the components offered.

Allowable FSET program components include Supervised Job Search, Job Search Training, Self-Employment Training, Basic/Foundational Skills Instruction, Career/Technical Education Program, English Language Acquisition, Integrated Training or Bridge Program, Work Readiness Training, Workfare, Work Experience, Work Activity, Work-based learning - Internship, Work-based learning - On-the-job Training, Work-based learning, Pre-apprenticeship/Apprenticeship, Work based learning – Transitional Employment, Work-based learning- Other (Trial Employment Match Program- TEMP), and Job Retention.

- f) Provide the web addresses (URLs) of State E&T policy resources such as handbooks and State administrative code, if available.

FSET Handbook: <http://www.emhandbooks.wisconsin.gov/fset/fset.htm#t=home.htm>
 FS Handbook: <http://www.emhandbooks.wisconsin.gov/fsh/fsh.htm#t=home.htm>
 DMS Operations Memos: <https://www.dhs.wisconsin.gov/dms/memos/ops/index.htm>
 WI State Administrative Code:
<https://docs.legis.wisconsin.gov/statutes/statutes/49/v/79>

II. Program Changes

Please complete this section if applicable, and only include changes to the program for the upcoming Federal fiscal year (FY).

- a) Summarize changes for the upcoming Federal fiscal year (FY) from the prior FY. Significant changes may include new initiatives, changes in funding or funding sources, policy changes, or significant changes to the number of partners or participants. Significant changes could include those made as a result of management evaluation findings or participation in program improvement initiatives, such as SNAP to Skills. It is not necessary to include changes made as a result of new Federal rulemaking.

Wisconsin issued a request for proposal (RFP) for each of the 11 FSET regions. The current subcontractor for Region 6, CW Solutions, has been selected as new vendor for FSET Region 8. A successful transition from the current vendor, Workforce Resource Inc. (WRI), to CW Solutions should have minimal negative impact on FSET participants. DHS is managing this transition and making system and communications changes to ensure a seamless transition of FSET services.

Wisconsin has a fixed, universal three-year clock for ABAWDs. The current clock began on January 1, 2022, and will end on December 31, 2024. On January 1, 2025, time-limited benefit months will be set to zero when all ABAWDs begin a new three-year clock. ABAWDs that previously lost eligibility due to meeting the three TLB limit may reapply, while ABAWDs part of an ongoing case will reopen. The clock reset will require system updates and communications work to update the current three-year clock to display the 2025 - 2027 dates on public and internal documents.

The FSET Vendor Management Team intends to work towards creating a more robust monitoring process by increasing our onsite presence and observation with vendors. Additional areas of concentration will include the FSET orientation process, new-hire training, and ongoing staff training.

Three new third-party programs will begin operating in FY2025. In FSET Region 1 Cloud Pros Tech LLC will provide two separate training programs for individuals enrolled in the FSET program, PC Professional and Cybersecurity Professional. Individuals who complete the PC Professional program will be invited to enroll in the Cybersecurity program. This allows for participants to further their knowledge in information technology and earn additional credentials. The credentials earned in

these programs are valuable for industries such as: healthcare, manufacturing, retail, finance, and transportation. Cloud Pros Tech will work with FSET participants to remove or mitigate as many barriers to employment as possible. Cloud Pros Tech will coordinate placements of individuals that are job ready.

In FSET Region 3, Advantage Home Health Care (AHC) will provide CNA, CRBF and CPR training classes that aim to enhance learning outcomes by integrating hands-on laboratory instruction, while fostering interactive and personalized learning experiences. AHC training programs focus on providing tailored support, instruction, and employment resources to meet the unique needs of individuals with diverse abilities, backgrounds, and circumstances. AHC employs inclusive teaching practices and adaptive curriculum content and delivery methods. AHC's program offers a supportive learning environment that promotes achievement for all learners. Additionally, the healthcare field provides a solid career track for individuals. A training certification in a healthcare field will make participants more marketable and will improve their chances of employment significantly.

In FSET Region 4, Moraine Park Technical College (MPTC) will assist FSET participants who attend MPTC to complete a health science technical diploma or associate degree. The College will provide individualized support services, academic advising, and other resources available to assist students with their program completion. Students participating in the FSET education component through MPTC will earn postsecondary credentials that provide relevant academic and technical skills, hands-on experiences, knowledge and training, and workforce behaviors/expectations necessary in the field of study.

- b) Highlight any changes from above that the State agency is making to the E&T program based on the prior year's performance, for instance changes made as a result of E&T outcome and participation data.

Due to the reinstatement of the work requirement, the FSET Vendor Management Team has placed an emphasis on reviewing ABAWD TLB referrals, cases, and employment plan development.

The FSET Vendor Management Team has been closely monitoring issuance of Good Cause hours and documentation when completing case reviews as part of the annual monitoring process.

III. Consultation and Coordination with the Workforce Development System

State agencies must design the E&T program in consultation with the State workforce development board and operate the E&T program through the Statewide workforce

development system (7 CFR 273.7(c)(5)). The goal of this section is to explain the relationship between the State agency and other organizations it plans to consult and coordinate with for the provision of services, including organizations in the statewide workforce development system. The statewide workforce development system refers to a network of providers, which may include government and the public sector; community-based organizations and non-profits; employers and industry; occupational training providers; and post-secondary institutions, such as community colleges. Please note the State workforce development board is an entity that establishes regional strategic plans and sets funding priorities for their area. They are distinct from State workforce agencies.

Consultation

Consultation with the workforce development system generally includes discussions to learn about services provided in the community and how each organization functions and coordinates with others in the community. State agencies can demonstrate they consulted with their State workforce development board by noting the dates of conversations, who they spoke with, what they spoke about, and how they incorporated this information into the design of their E&T program.

- a) **Consultation with State workforce development board:** Describe how the State agency consulted with the State workforce development board in designing its SNAP E&T program. This description should include with whom the State agency consulted and the outcomes of the consultation. If the State agency consulted with private employers or employer organizations in lieu of the State workforce development board, skip to question (b).

Wisconsin has been participating in a council meeting for the Governor's Council on Workforce Investment. The DHS Division of Medicaid Services' administrators' office participates on this council. The council includes state legislators, local elected officials, business leaders, representatives from educational institutions, community-based organizations, and labor representatives and works closely with WI Department of Workforce Development (DWD) to craft a comprehensive workforce development strategy. As WI continues to work with the Governor's Council on Workforce Investment, we will keep FNS apprised of the outcomes of this consultation and the ways it will influence the design of the State's E&T program. FSET is one of several workforce development programs in Wisconsin that are included in this strategy. A major focus last year was the healthcare industry. Specifically, CNA and personal care worker positions that have high vacancy levels, and an increasing need with an aging population. As a result, DHS has emphasized the importance of providing these training services and employment opportunities within FSET. Another key focus area was connecting the gap between what employers need in employees, and what employees need in employers. This led to an increased understanding of what support, or soft skills employees need to be successful in different industries, and therefore what activities and participant reimbursements are needed for FSET participants to be successful in gaining and maintaining employment. Overall, it has

been more effective for FSET regional vendors to consult with local employers and employer organizations; please see the section below.

- b) **Consultation with employers:** If the State agency consulted with private employers or employer organizations in lieu of the State workforce development board, document this consultation and explain the determination that doing so was more effective or efficient. Include with whom the State agency consulted and the results of the consultation.

Because Wisconsin operates a regional model, the FSET regional vendors consult with local employers on a regular basis. Please find below a few examples of this consultation.

Regions 1 and 3

Employers look for competent (skill and knowledge) socially adept individuals and individuals who have the aptitude to learn through education and on-the-job training. Our Business Unit, Community Talent Development Specialists work with employers and key partners to design and gain key insight into in-demand needs. These interactions culminate with employments at employers such as Amazon, Walmart, Express Employment, Manpower, QPS, Labor Solutions, The Bay at Water's Edge, Open Arms, Parallel Employment Group, Aerotek, the Salvation Army, and Engauge.

In addition, our Talent Development Specialist undergo various training such as case management and motivational interview training and can access the career goals of the participants through the employment plan and our facilitators provide soft skills to prepare the participant for the work environment. The participants can take advantage of our LinkedIn training, Talent Market, and numerous training such as CDL, CNA, and technology trainings.

Regions 4 and 5

Forward Service Corporation strives to maintain strong partnerships with local employers. We believe these strong employer relationships is key to maintaining success with our customers as they gain useful knowledge and build their skills. We also use the employer feedback we receive to improve our program services that we are offering to customers so that they can be more successful in obtaining employment.

Residential Services, in Fond du Lac, is one of our key employer partners. We partnered with Residential Services to help clients gain their CBRF certification and join an understaffed industry that can provide long term self-sufficiency. Since this partnership began in June 2022, 5 FSET clients have interviewed for open positions and 3 are now full-time employees. We have already had two other elderly care facilities reach out to us after learning about our referral process. Through our referral process, FSC's Job Developer has a direct connection with the HR recruiter at Residential Services. We assist clients with addressing any barriers to employment and obtaining their CBRF certification. Once they have been certified, Residential

Services interviews them and shares information about their flexible employment opportunities. We then work together to help the clients hired maintain their employment and build their employment skills.

We have also partnered with Americollect, based out of Manitowoc. Our referral process starts with the case manager and job developer working together to help the participant be successful in our internal Job Skills Training: Call Center. This allows the participant to earn certifications needed to work in an established call center that is known for their ridiculously happy customer service. The job developer communicates with Americollect and arranges an interview for every FSET participant who graduates from the call center training. Americollect offers competitive wages (Up to \$16.50/hr. starting), offers work from home opportunities and flexible scheduling to all participants that are hired on. This referral process has been in place since 2020 and has proven to provide self-sufficiency for FSET participants that want to work from home and have a flexible schedule.

We have partnered with local temporary agencies to help our highly barriered clients that need immediate employment. Locate Staffing has been a key partner for our clients that need to find work quickly, specifically individuals facing homelessness, currently homeless, on the verge of losing FoodShare, or facing impending jail time. Locate fast tracks the hiring process for our clients so that they can begin working within 1-2 days. This partnership has given clients immediate income to resolve their crisis/emergency. The local Job Developers coordinate with Locate to find immediate opportunities that fit their employment, childcare, and transportation needs. While receiving job retention services, clients receive the support they need to maintain their employment and/or find other employment. We also provide clients with any required work clothing, safety equipment and any hiring documents needed to become a Locate employee.

The Women's Empowerment Series is a key partner that provides our clients with work experience opportunities. This Fond du Lac employer offers a variety of work experience opportunities that can lead to employment. The partnership was developed to help our clients, specifically those coming out of a domestic violence situation, learn skills to gain employment and feel comfortable in the work world again. These opportunities include, but are not limited to office/clerical, mentorship of other new individuals seeking services at the non-profit, a career pathway that includes the potential to earn a life coach certification, grant writing, physical hands-on work with Habitat for Humanity, childcare, security. If a client needs any additional training, education and/or skills, our FSET program can assist.

Region 6

The Careers Services team collects data regarding the employers they partner with in the Northcentral FSET region. Data collected includes how many customers are provided an interview, how many are hired, and the reasons why not that coincide with this information.

One employer, Kolbe & Kolbe Windows, has shown a notable drop in the number of customers they interview. Career Services contacted the employer with this data and scheduled a face-to-face meeting with their entire HR staff. Through this meeting, it was discovered that they follow certain guidelines when determining who to interview. One of the criteria is avoiding anyone who doesn't show long duration of past employments. Additionally, if they noticed any significant gaps in work history, the applications were being put to the side.

As a result of meeting, Kolbe & Kolbe agreed to accept a "Letter of Consideration" from customers going forward. They asked that a customer's "reasons for leaving" past employment to be explained better on applications as well. In other words, a general explanation and honesty is a better policy for them than "will explain later". If someone has significant work history gaps or job hopping, they suggest that the customer writes a Letter of Consideration. This is different from a Letter of Explanation. They said the customer can explain their job history gaps and the reasons why the gaps are there in the first place. The customer should include what didn't allow them to work for a period, how they are approaching re-entering into work and what they've done to improve since/where they are now. According to the employer, this will increase the customer's chances of having their application considered and an interview scheduled.

Career Services plans on taking this approach to other employer partners to see if this process would improve our relationships with them.

Region 7

Workforce Resource Inc. offers comprehensive programs and services (i.e., W-2, FSET, WIOA and other special initiatives focused on workforce development for low-income individuals throughout the Region), WRI has a firmly developed network of employment and training partners that include child support agencies, employers, county jail, IM Consortium partners, technical colleges and area employers and other stakeholders and will continue to rely on these for successful operation and service delivery of the FSET program. WRI partners with the employers in the area to provide job fairs monthly. WRI also interfaces with more than 100 community-based organizations throughout region 7 and 8 and will continue its outreach and recruitment efforts using every means possible, including WRI staff participation in numerous community-based organizations and other community initiatives.

Region 9

WCI has a job developer on staff who works directly with our public and private employers. The job developer creates and networks to build coordination and pathways for FSET customers to attach to open positions in our community. This position works both in tandem with the FSET customer as well as the employer in coordinating the ability to provide employment connections and opportunities. Further, the job developer has information to better prepare FSET customers on necessary skills, education, training, or needs to be successful with the different employers and open positions. The job developer is better equipped due to help making better

employment referrals and matches. WCI's service delivery plan continues to include the job developer position as an integral member of our team to help with not only outreach and education, but employer connection and matching.

Region 10

We consult with employers on a regular basis to discuss labor-force skill needs, job leads, potential referrals, and to work toward direct placements/hire. To this end, we created Job Developer positions who liaison between the FSET Case managers, employers, and our FSET participants. The information that we receive from employers is used to enhance our participants' job readiness and to ultimately obtain employment.

We have also created strong partnerships with employers as it relates to our internal Job Skills Training (JST) courses. These employers are involved throughout the JST process and provide feedback or input on curriculum, interviews and potentially hire our JST graduates. Our employer partners include UW-Health, Spherion, Stoughton Trailers, ABR Employment Services, West Corporation, TDS Telecom, Captel, Walgreens, Shopbop, and Express Employment. These employers have also been involved in our Job Fairs and Steering Committee that is coordinated with our TANF program.

Coordination

Coordination with the workforce development system consists of efforts to partner with workforce providers to directly serve SNAP E&T participants or to align the flow or types of services offered across programs.

- c) **Special State Initiatives:** Describe any special State initiatives (i.e. Governor-initiated or through State legislation) that include SNAP E&T. Describe any efforts taken by the State agency to coordinate these programs, services, partners, and/or activities with the State's E&T program.

There were no special state initiatives that included SNAP E&T in FY2024.

- d) **Coordination with title I of WIOA:** Describe the extent to which the State agency is carrying out SNAP E&T programs in coordination with title I programs under the Workforce Innovation and Opportunity Act (WIOA).

Because Wisconsin operates a regional model, the FSET regional vendors consult with WIOA programs. Please find below a few examples of this consultation.

Regions 1 and 3

The WIOA program is administered through the Wisconsin Department of Workforce Development Division of Employment and Training. Coordination meetings have been

ongoing. Though providers do have the option to co-enroll in FSET and WIOA, providers rarely do due to avoiding duplication of services and choosing to do stand-alone. Vendors are encouraged to work with one another to co-enroll and ensure participants can have opportunities to take advantage of the training and services FSET and WIOA has to offer.

Equus is co-located in the one stop agency and works closely with the WIOA program to ensure participants have access to trainings that the WIOA program offers.

Regions 4 and 5

FSC's FSET Case Managers work closely with the WIOA Career Service Specialists to coordinate referrals and program enrollments. We refer all participants to WIOA that would like to increase their education by attending an in-demand program, to secure employment in the future. While our case managers meet with clients, we contact the local technical colleges to gather information needed to begin the application and FAFSA process. When clients are co-enrolled, both agencies work together to cover the cost of trainings and other necessary supportive services. The case management team also schedules triangle meetings, with the clients, to offer coordinated services and ensure clients are receiving the support they need. Our local offices schedule regular meetings with the WIOA so we can fully understand the scope of the WIOA program, and the referral process that can be used to help our participants.

Region 6

Region 6 has a well-developed collaborative partnership with WIOA. We have customers co-enrolled with WIOA throughout the region. FSC is the provider throughout the region, and we regularly meet to discuss training opportunities and collaboration in addition to individual joint appointments with co-enrolled customers. Most recently we have collaborated for services with the refugee populations from Afghanistan for additional training as well as employment.

Regions 7

Workforce Resource Inc. (WRI) is the service provider for the WIOA program in the WDA region 8. We work closely together to provide resources and supportive services for our participants. FSET career planners work closely with the programs for collaboration of services.

Region 9

WCI is the WIOA service provider in the Western region. With WCI providing both the FSET and WIOA services, internal staff can coordinate co-enrollments and coordination of services seamlessly and effectively. In some cases, customers can receive both services from the same career planner, and we can effectively partner both staff and support services to best assist customers with their employment and training goals. The ability to provide multiple services under one agency also allows for a sense of one stop shop for customers and coordinating all services and appointments for the best use of time and energies.

Region 10

We partner with WIOA in all our counties in the WDA 10 area. We attempt to co-enroll our FSET participants in the WIOA program based on participant need. In most training opportunities, we will consult with WIOA staff for co-enrollment and assistance in paying for a part of the training, and for other support services the participant may need. One example of this is for CDL classes. We have several participants attending CDL training who are co-enrolled in WIOA, where case management and cost sharing are occurring.

e) **WIOA Combined Plan:** Is SNAP E&T included as a partner in the State’s WIOA Combined Plan?

Yes

No

f) **TANF/GA Coordination:** Describe how the State agency is coordinating with TANF/GA programs, services, partners, and/or activities. Describe any TANF/GA special initiatives targeting specific populations and any actions taken to coordinate with these efforts.

In accordance with 7 CFR 273.7(d)(1)(ii)(D) and section 6(d)(4)(K) of the Food and Nutrition Act of 2008, the amount of Federal E&T funds, including participant and dependent care reimbursements, that Wisconsin may use to serve customers who are dually enrolled in SNAP and TANF is \$10,999,773 each fiscal year. Wisconsin has significantly underspent this amount in prior federal fiscal years. W-2 is the only TANF cash assistance program in the state. On average, 712 FSET participants were dually enrolled in W-2 and FSET each month from July 2023 through June 2024.

Month	W-2 & FSET Enrollment
July 2023	767
August 2023	788
September 2023	782
October 2023	793
November 2023	768
December 2023	693
January 2024	629
February 2024	606
March 2024	622
April 2024	654
May 2024	711
June 2024	735
AVERAGES	712

DHS developed a cost allocation methodology and calculated that a total of \$1.77 million were spent on dually enrolled participants between July 2023 through June 2024. This total includes administrative expenditures and participant and dependent care reimbursements.

Because Wisconsin operates a regional model, the FSET regional vendors consult with TANF, known as Wisconsin Works (W-2). Please find below a few examples of this consultation.

Regions 1 and 3

The Wisconsin TANF program called Wisconsin Works W-2 and the FSET program work closely with participants to engage in work activities, education, and make progress toward skills improvement and gain meaningful employment. The FSET program can be safety net for individuals who are no longer qualify for TANF funding or for training that the W-2 program does not offer.

Equus has dedicated Talent Development Specialist that carry co-enrolled W-2 cases. The TDS and W-2 case managers meet regularly to coordinator on activities and employment goals.

Regions 4 and 5

FSC's FSET Case Managers work closely with our W-2 Case Managers to coordinate referrals and co-enrollment. When clients co-enroll in these programs, case managers work with them to identify their dreams and develop consistent program plans. The case management team also schedules triangle meetings, with the clients, to offer coordinated services and ensure clients are receiving the support they need. The FSET and W2 Case Managers work together on Mapping the clients dream and using our CARE Network (Coordinating All Resources Effectively), to make appropriate referrals to partner agencies. The client has a circle of support from each program to assist in education, employment, training, and other barriers that they face but to also help inspire hope to reach their dreams and beyond. In many of our offices, the FSET Case Managers regularly contact referred W-2 clients to discuss the benefits of co-enrollment.

Region 6

As with WIOA, CW Solutions also co-enrolls participants with W2, though to a lesser extent as service offerings are similar between programs. We have partnered to offer joint job skills/credential training to have a larger group of participants take advantage of training in the region.

Regions 7

Workforce Resource Inc. (WRI) is the service provider for the W2 program in region 7 and 8. WRI works with the W2 program to co-enroll FSET participants, to provide comprehensive employment and training services and resources. The FSET staff have received T-SBIRT (trauma screening, brief intervention, and referral to

treatment) training through the W2 program. We are striving to assist low-income individuals enrolled in FSET and W2 programs, through the support they receive (e.g., tuition, childcare, transportation assistance, etc.) and comprehensive case management to be more effectively trained and prepared to participate in the workforce. In addition to these efforts, we realize there are other barriers our participants face with mental health being a major barrier. We are planning on pilot mental health interventions, such as a T-SBIRT screening and assessment with FSET participants, to enable them to actively participate and become successful and maintain employment in the workforce.

Region 9

WCI is the W2 service provider in the Western region. With WCI providing both the FSET and W2 services, staff can coordinate co-enrollments and coordination of services seamlessly and effectively. In some cases, customers can receive both services from the same career planner, and we can effectively partner both staff and support services to best assist customers with their employment and training goals. The ability to provide multiple services under one agency also allows for a sense of one stop shop for customers and coordinating all services and appointments for the best use of time and energies.

Region 10

Many of our FSET participants are also receiving TANF (W-2) services, so there is a natural connection between programs, partners, and services. In the WDA 10 areas, Forward Service Corporation (FSC) operates the W-2 program and the Case Management component of the FSET program. This makes for seamless coordination and connections between the FSET, and W-2 program, and on behalf of our FSET participants. Based on our Assessments and participant need, we will guide participants to W-2 for co-enrollment and appropriate wrap-around services. The TANF/W-2 program also offers robust programming and services for Work Experience, Adult Basic Education, and Job Skills Training. There are also special initiatives and programming for the Refugee population and the Youth of our W-2 families. These are initiatives that can often be utilized by our FSET participants.

- g) **Other Employment Programs:** Describe how the State agency is coordinating its SNAP E&T program with any other Federal or State employment program (e.g. HUD, child support, re-entry, refugee services).

Because Wisconsin operates a regional model, the FSET regional vendors consult with other employment programs. Please find below a few examples of this consultation.

Regions 1 and 3

We are co-located in all our counties with numerous vendors and have regular meetings to share updates and assistance available through all the programs in the building. This gives participants a one stop shop kind of approach when in need of multiple services. We encourage co-enrollment in other eligible programs. When

possible, a one-stop delivery system with co-location of partners has helped participants quickly navigate the program services. It is also helpful that many of the state systems WWP, ASSETT, ACCESS, CWW, etc. will talk to each other and streamline the flow.

Regions 4 and 5

Forward Service Corporation continues to collaborate with partner agencies. Our staff reach out to key partner agencies multiple times per week to discuss current work experience options, referrals, program/service updates, and to maintain a high level of communication. Having key partner agencies in the FSET program is crucial to maintaining success with our clients, as they gain useful experience at the worksites, and we receive useful feedback from our partner agencies in continuing to improve our internal processes and procedures.

Our Green Bay and Oshkosh offices work closely with the DOC for our Third-Party programs. The DOC provides FSC with a list of services offenders received while incarcerated. The DOC's core services focus on helping ex-offenders cope with reintegration, reducing alcohol and other drug dependence, thereby lowering the chances of a client reoffending. Pre-release planning from the DOC is different for each offender, but includes services that address housing, employment, and family connectedness. FSET Case Managers work with clients in numerous ways to help them move forward in their reintegration into the community. We focus on client dreams, assessments, continuing education, understanding, and improving overall literacy skills. Major topics addressed are the ability to retain employment, maintain good health, balance a work schedule, and budget household finances. In other offices, our FSET staff meets with Probation and Parole staff quarterly to discuss referrals, programs, and services available.

In Fond du Lac, our FSET staff work closely with the Release Advance Planning (RAP) program. The RAP Team provides resources to inmates leaving the Fond du Lac County jail. The goal of the program is to help inmates get back on their feet after being released from jail. Our FSET staff have dedicated enrollment slots each week for RAP referrals. We also meet with RAP monthly to discuss the referral process, program services, and caseload updates.

FSC administers refugee programs and work with resettlement agencies to help ensure refugees receive prompt service and warm referrals. All agencies and programs work together to ensure all clients receive consistent care and streamlined services.

FSET staff work directly with the local Workforce Development staff to assist individuals receiving unemployment find new employment. We have developed warm referral processes for several of our offices. Where we are co-located with DWD staff, they walk individuals over to us and offer immediate FSET enrollment. Co-enrollment helps provide clients necessary wrap around services.

Every year, our FSET staff meet with the local Child Support agencies for updates on programs and referrals. We recognize that we do have a crossover of individuals in child support programs. Co-enrollment allows our clients to gain employment and fulfill their family duties.

Every year, our FSET staff meet with the Department of Vocational Services to assist with highly barriered clients. We refer many FSET clients to DVR. Co-enrollment helps clients gain employment that offers the accommodations that are needed.

FSC has also developed several strong community partnerships. Our FSET staff regularly visit community partner offices to offer offsite enrollments and ongoing appointments. Our staff attend local shelters, food pantries, technical colleges, etc. The offsite appointments are offered to eliminate any childcare and transportation barriers. We also provide clients with warm referrals to help them get connected to other necessary programs to help them address barriers and reach their dreams.

Region 6

We collaborate closely with many child support offices – notably Wood County, Portage County and Oneida County where we regularly receive referrals from the CS office for the FSET program. We have a relationship developed with every CS office in the region. We also have a strong partnership with the Transitional Resource Agency for Independent Living and PATHS programs that serve 17 to 23-year-olds who have either aged out of foster care or had some interaction with CPS. We do extensive co-enrollments in the program, with FSET specializing with employment services. WE also have a close partnership with ECDC and are part of the coordination team for the Afghan refugee services.

Regions 7

Workforce Resource Inc. (WRI) is the One Stop Operator for WDA 8. WRI staff work with participants in the job center who apply for Unemployment, DVR and Veterans services. As the One Stop Operator, WRI facilitates quarterly partner meetings to include new business and resources within the county. Workforce Resource Inc. (WRI) partners with DWD on job fairs, local labor market information to assist participants in obtaining and maintaining employment.

Region 9

WCI has created networks and direct connects with our partner agencies throughout Western Wisconsin. WCI provides outreach, education, and connection to our partner agencies as well as sits on many different coordinating groups to not only share information but ensure cross resource and referrals. WCI operates a CSC group that has representatives from other agencies meeting quarterly, as well as a CSL (Child Support Liaison) funded on staff through the W2 contract for direct referrals and enrollments from the child support agency. This includes staff attending onsite monthly job fairs. These ongoing efforts and relationships allow WCI to not only effectively coordinate services but continue to ensure proper resource and referrals to other agencies in our region to best support customer needs and goals.

Region 10

In our WDA, FSC employs child support liaisons who work to get Non-Custodial Parents engaged and enrolled in programs such as FSET and W-2. These staff work closely with the County Child Support agencies and staff, to generate appropriate program referrals and enrollments.

We have Refugee case managers in our WDA who are connected to the RCA, RSS, and Wilson-Fish programs for our Refugees. FSET often becomes the case management program (and wrap-around services) of choice for these participants.

We also work closely with Jewish Social Services to help new refugees get enrolled in our FSET program.

One of our FSET Third Party Programs is Just Dane Re-Entry. Just Dane's mission is to serve individuals who have justice involvement in reentered their communities. Just Dane has a very low recidivism rate compared to State and National standards. FSC works closely with the Just Dane staff to make and receive referrals and provide comprehensive, wrap-around FSET services.

We are closely connected to the Homeless Services Consortium and attend meetings quarterly where partners like the Beacon, CAC, TRC, Salvation Army, and the City of Madison share information and plans related to homelessness services and housing opportunities. We have staff providing direct services at The Beacon, a daytime homeless resource center, several times a week. We also coordinate Orientation and Enrollment with Beacon and Second Harvest staff. We are also part of a Program Coordinating Committee in our WDA that focuses on housing needs and works in concert with HUD and CAC.

Our FSET Family Stabilization Program team also works closely with and gets referrals from the Early Head Start program for parents seeking employment.

IV. Consultation with Indian Tribal Organizations (ITOs)

State agencies are required to consult with Tribes about the SNAP State Plan of Operations, which includes the E&T State Plan, per 7 CFR 272.2(b) and 272.2(e)(7). The consultations must pertain to the unique needs of Tribal members. State agencies are required to document the availability of E&T programs for Tribal members living on reservations in accordance with 7 CFR 273.7(c)(6)(xiii). The goal of this section is to describe how the State agency consulted with Indian Tribal Organizations (ITOs), describe the results of the consultation, and document the availability of E&T programs for Tribal members living on reservations.

a) Did the State agency consult with ITOs in the State?

Yes, ITOs in the State were consulted. *(Complete the rest of this section.)*

No, ITOs are located in the State but were not consulted. *(Skip the rest of this section.)*

- Not applicable because there are no ITOs located in the State. *(Skip the rest of this section.)*

b) Name the ITOs consulted.

The Menominee Indian Tribe of Wisconsin
 Red Cliff Band of Lake Superior Chippewa
 Stockbridge-Munsee Community
 Forest County Potawatomi Community
 Lac Du Flambeau Band of Lake Superior Chippewa Indians
 Bad River Band of Lake Superior Chippewa Indians
 Sokaogon Chippewa Community
 Oneida Nation

c) **Outcomes:** Describe the outcomes of the consultation. Provide specific examples of how the State agency incorporated feedback from ITOs into the design of the E&T program (e.g., unique supportive service, new component, in-demand occupation).

The State's Vendor Management FSET Team has placed an emphasis on strengthening relationships with tribal nations. Efforts to reinforce this relationship will continue to include:

- Working with the State's Tribal Affairs Office at DHS to maintain a connection with the tribes.
- Meeting with the tribes monthly and discussing upcoming proposed policy and process changes. This is an opportunity for DHS to engage with the tribal organizations and have discussions about upcoming changes, any specific impacts of the policy for the tribes, and for DHS to gather any other relevant feedback.
- Holding meetings, as needed, with individual tribes to coordinate with the Vendor Management FSET Team and to have discussions about the tribe's unique needs and preferences regarding the FSET program.
- Building trust and gaining insight into the unique FSET needs of each tribe by sharing updates at quarterly Tribal TANF and Income Maintenance meetings, in-person at tribal meeting venues when possible.
- Holding E&T Vendor meetings every other month virtually to have a forum for all vendors to have a learning collaborative to share information and network.
- Continuing to build trust with the tribes through face-to-face interaction.

d) **Enhanced reimbursement:** Will the State agency be seeking enhanced reimbursement for E&T services (75%) for ITO members who are residents of reservations, either on or off the reservation?

X Yes

No

V. Utilization of State Options

State agencies have the flexibility to implement policy options to adapt and meet the unique needs of State populations. Check which options the State agency will implement.

a) The State agency operates the following type of E&T program (*select only one*):

Mandatory per 7 CFR 273.7(e)

Voluntary per 7 CFR 273.7(e)(5)(i)

Combination of mandatory and voluntary

b) The State agency serves the following populations (*check all that apply*):

Applicants per 7 CFR 273.7(e)(2)

Exempt members of zero benefit households that volunteer for SNAP E&T per 7 CFR 273.10(e)(2)(iii)(B)(7)

Categorically eligible households per 7 CFR 273.2(j)

c) Does the State agency enable ABAWDs to regain SNAP eligibility through E&T and verify that the ABAWD will meet the work requirement within 30 days subsequent to application per 7 CFR 273.24(d)(1)(iv)?

Yes

No

VI. Characteristics of Individuals Served by E&T

State agencies are required to include information about the categories and types of individuals they plan to exempt from mandatory E&T participation (7 CFR 273.7(c)(6)(iv)), as well as the characteristics of the population they plan to place in E&T (7 CFR 273.7(c)(6)(v)).

a) Describe the categories and types of individuals the State will exempt from mandatory E&T participation. In accordance with 7 CFR 273.7(e), State agencies may exempt from mandatory E&T participation, categories of work registrants (e.g. all those in counties X, Y, Z, or those in their first 30 days of receipt of SNAP) and individual work registrants based on certain personal characteristics or

circumstances (e.g. lack of transportation or temporary disability). These exemptions are in addition to the federal exemptions from work requirements at 273.7(b) and only applicable to the E&T requirement at 7 CFR 273.7(a)(1)(ii). Exemptions from Mandatory E&T must also be listed in Table H 'Estimated Participant Levels' Sheet of the Excel Workbook.

(Note: States than run all-voluntary E&T programs would note that they exempt all work registrants.)

Wisconsin runs an all-voluntary E&T program and exempts all work registrants.

b) How frequently will the State plan to re-evaluate these exemptions from mandatory E&T?

All work registrants are exempt.

c) What are the characteristics of the population the State agency intends to serve in E&T (e.g. target population)? This question applies to both mandatory and voluntary participants.

X ABAWDs

X Homeless

X Veterans

X Students

X Single parents

X Returning citizens (aka: ex-offenders)

X Underemployed

X Those that reside in rural areas

X Other: Any FoodShare recipient aged 16 or older

VII. Organizational Relationships

State agencies are required to include information on the organizational relationship between the units responsible for certification and the units operating the E&T components, including units of the statewide workforce development system, if available. For the purposes of the questions below, E&T providers are considered to include units of the Statewide workforce development system. FNS is specifically

interested in ensuring that the lines of communication are efficient and that, if applicable, noncompliance with mandatory E&T is reported to the certification unit within 10 working days after the noncompliance occurs, per 7 CFR 273.7(c)(4). State agencies must also include information on the relationship between the State agency and other organizations it plans to coordinate with for the provision of services.

The following questions are about how the E&T program is structured in your State agency.

- a) Please indicate who at the State agency directly administers the E&T program (i.e. establishes E&T policy, contracts for E&T services, monitors providers). For example, if the E&T program unit is separate from the SNAP certification unit, and if there are separate E&T units at the county level.

The State of Wisconsin Department of Health Services, Division of Medicaid Services administers the FSET program. The FoodShare Policy Section in the Bureau of Eligibility and Enrollment Policy (BEEP) establishes both E&T and SNAP certification policy. The Vendor Management Section in BEEP monitors E&T providers. Both the FoodShare Policy Section and the Vendor Management Section provide direct support to FSET providers. The Bureau of Fiscal Accountability and Management (BFMA) is responsible for contracts for E&T Services with input from the FS Policy Section and Vendor Management Section in BEEP. Additional training and technical assistance for FSET vendors is provided by the Bureau of Eligibility Operations and Training (BEOT).

- b) How does the E&T unit coordinate and communicate on an ongoing basis with the units responsible for certification policy?

The FoodShare Policy Section has individuals who specialize in E&T and certification policy. They meet as an entire section on a bi-weekly basis and are in regular communication with each other as a combined team. The E&T specialists in the FoodShare Policy Section also meet monthly with the Vendor Management Section and are in regular communication as needed.

- c) Describe the State's relationships and communication with intermediaries or E&T providers (if applicable):

1. Describe how the State agency, intermediaries, E&T partners, share participant data and information. Include the names of any MIS systems (or other modes of communication) used.

Wisconsin has an integrated eligibility system, CARES Worker Web (CWW), that includes the E&T program along with SNAP, Medicaid, ChildCare and W-2. E&T workers can view FS eligibility information,

including ABAWD status, case status, and all other relevant eligibility criteria, and IM workers are able to view FSET Tool information, including pin comments and participation tracking. FSET agencies communicate with each other as needed related to best practices, questions, etc. DHS regularly communicates with FSET vendors through in-person or virtual monitoring visits, our FSET policy inbox, at regular vendor meetings and as needed. FSET agencies can reach out to DHS anytime they have a question or need assistance. IM communicates with FSET agencies via CWW or email. If IM determines a member needs a referral to FSET, a referral is sent through CWW. If IM has information that needs to be shared with the FSET agency, they most often reach out via email. If an FSET agency determines they have information that is related to FS eligibility (verification of a participant exemption or income) they will provide that information to the IM agency via fax, email or through directly scanning documents into ECF. DHS also monitors third party providers; however, third party providers typically work most closely with the FSET agency. DHS does not have a database that is shared with partners outside of IM, FSET and State staff.

2. If the State uses an MIS system, describe the E&T related data that is tracked and stored in those systems (e.g. referrals, noncompliance with program requirements, provider determinations, etc.), and whether the system(s) interact with each other.

IM and FSET workers enter a large amount of E&T related data into CWW. The data is then stored in IMMR. It contains the referral information, ABAWD, work registration, and exemption statuses, etc. It also contains the FSET Tool used by FSET workers to track a participant's progress through the FSET program. It contains information on enrollment status, dates of enrollment and disenrollment, basic contact information that is pulled from the eligibility side of CWW, barriers, employment information and history, employment plans, monthly participation tracking including whether the ABAWD work requirement has been met (if applicable), PIN comments which are required any time an FSET worker interacts with an FSET participant, and any offered participant reimbursements.

3. Describe how the State agency shares new policies, procedures, or other information with the intermediary or other E&T partners.

The State communicates with both IM and FSET via operations memos, the Income Maintenance Advisory Committee, and corresponding subcommittees, and the FSET Vendor Meeting. The State also houses a Call Center for policy and process questions. FSET policy staff and vendor management staff are in frequent communication with the FSET agencies.

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4. Describe the State agency's process for monitoring E&T partners' program and fiscal operations. Include plans for direct monitoring such as visits, as well as indirect monitoring such as reviewing program data, financial invoices, etc.

Each year, State staff monitors and evaluates the FSET program through a variety of methods to ensure compliance with federal laws, state policy, and local program administration standards. The FSET Vendor Management staff conduct an onsite visit to all regional vendors. Following the onsite visit the vendors are notified via the Annual Review form about required action items that they must address to maintain compliance with the program, suggestions for program improvements, and best practices that we observed.

Monitoring includes:

- Monthly review of fiscal invoices
- Monthly review of executive data dashboard
- Review of regional Service Level Agreement data
- Review of Quarterly & Quality Assurance reports submitted by the agency
- Agency document review
- Case review
- Onsite or virtual agency visit and program review—staff interviews, observe orientation, enrollment, and ongoing appointments
- Annual completion of a Contract Risk Assessment
- Third Party Program and case review if applicable

An annual review form is used to provide a standardized format for collecting, documenting, and sharing the monitoring information listed above. A summary of information gathered for and during the annual monitoring visit, as well as required actions, recommendations and best practices are all documented using one form. The State will use best practices and other highlights from the annual monitoring form to create agenda items for future FSET Vendor meetings. By doing so, the State intends to promote the FSET Vendor meetings as a type of learning collaborative, rather than a State-run meeting. Although the strengths and needs of the FSET program vary across regions of the state, we believe that sharing best practices will promote moving the FSET program forward statewide.

Wisconsin's FSET monitoring team updated key elements used to complete case reviews based on previous annual case review findings and FNS ME findings. Some findings may also result in clarifying expectations through an FSET handbook update. For example, previous case reviews revealed that although FSET most workers were entering FSET participation information in PIN comments, there were some instances in which a Track Participation page was not created if a participant had zero hours of participation. In addition to adding this requirement to the list of elements in the case review process, the FSET handbook was updated to reflect that a Track Participation page must be created for each month the individual is enrolled in FSET, including any months with zero participation hours.

5. Describe how the State agency evaluates the performance of partners in achieving the purpose of E&T (assisting members of SNAP households in gaining skills, training, work, or experience that will increase their ability to obtain regular employment and meets State or local workforce needs).

Wisconsin holds its partners accountable via contract compliance stated above as well as Service Level Agreements within the contracts.

VIII. Screening for Work Registration

State agency eligibility staff must screen for exemptions from work registration, per 7 CFR 273.7(a).

- a) Describe how the State agency screens applicants to determine if they are work registrants.

During each FoodShare interview, IM workers must do the following:

1. Ask relevant questions and gather necessary information to identify the correct work registration status and ABAWD determination in CWW. The CWW driver flow will take the eligibility worker through questions related to all the potential exemptions from the general work requirements.
2. Ask relevant questions to assist in discovering potential exemptions.
3. Provide applicants or members with information on exemptions so that they may recognize any current or future exemptions for themselves or a household member.

Review prior and potential sanctions documented on the Loss of Employment pages for accuracy and possible good cause.

- b) How does the State agency work register non-exempt individuals? For example, does the State agency make a notation in the file, do individuals sign a form, etc.?

During the FoodShare interview, IM workers must explain the FoodShare work registration requirements, the rights and responsibilities of work-registered food unit members, and the consequences of failure to comply with the work registration requirements. IM workers must differentiate between the FoodShare work registration requirements and the ABAWD work requirement. When a FS applicant signs the FS application, this registers the non-exempt individual for work.

IM workers must provide applicants and members with information about the FSET program. IM workers need to inform work registrants that although registration for work is mandatory, participation in FSET is voluntary and non-participation will not result in being sanctioned.

- c) At what point in the certification process does the State agency provide the written explanation and oral notification of the applicable work requirements?

The consolidated notice is being sent at all required intervals including after initial certification, recertification, person add, and program change.

As of June 22, 2024, the oral explanation of work requirements is being provided at all required intervals, including at certification, recertification, person add, and program change.

IX. Screening for Referral to E&T

The State agency must screen each work registrant to determine if it is appropriate, based on State specific criteria, to refer them to the E&T program per 7 CFR 273.7 (c)(2). State agencies may operate program components in which individuals elect to participate, per 7 CFR 273.7(e)(4).

- a) List the State-specific criteria eligibility workers use to screen individuals to determine if it is appropriate to refer them to the State's SNAP E&T program. *(Note: This question is not asking about criteria that may be unique to each provider.)*

Wisconsin operates an all-voluntary program exempting all work registrants from mandatory participation in E&T.

Pursuant to guidance on screening and referral to E&T issued on July 13, 2022, Wisconsin's eligibility workers are screening all work registrants at certification and recertification. Wisconsin is planning to implement updates to the FoodShare Rights and Responsibilities telephonic signature for October 2024 that will explain to all work registrants and non-work registrants the benefits of participating in the FSET program, including types of activities offered that may be of interest to participants

and that individuals enrolled in FSET are entitled to receive participant reimbursements for reasonable and necessary items.

Eligibility workers can then initiate a referral once the individual has been informed. This will constitute the screening and referral process. The screening and referral to E&T is sufficient to meet the requirements for reverse referral requests.

Wisconsin's regional providers are required to offer all activities listed in the FSET State Plan through contractual agreements. Wisconsin's E&T providers promote and advertise their services. They must not turn away any referral as required in their scope of work and service level agreements. Should a provider be unable to fulfill their contract obligations, or extenuating circumstances occur, the State agency will work with other vendors and/or request additional state funding as needed to continue providing services to all at risk ABAWDs. Note that since Wisconsin re-implemented the ABAWD work requirement in 2015 this has not happened and all FoodShare recipients requesting FSET services have been offered an appropriate and available opening in FSET.

- b) Describe the process for screening during the certification and recertification process. Include the staff involved in the screening, how the staff conduct the screening, and when the screening occurs.

The screening will be conducted by IM workers during the FS interview, which occurs at certification and re-certification. CWW will guide IM workers through interview questions. IM workers record in CWW that the individual has been screened and may be referred to the FSET program.

Note: Under Wisconsin's previously approved Unwinding Interview Waiver, all work registrants continue to be screened for exemptions and referral. If the eligibility worker is unable to reach the work registrant, they still receive the consolidated notice of work requirements. Wisconsin's Unwinding Interview Waiver ended on August 31, 2024, and interviews for FoodShare applications and renewals are required moving forward.

- c) *(If applicable)* Describe the process for screening upon receipt of a request for referral to E&T from an E&T provider (reverse referral). Include the staff involved in the screening, how the staff conduct the screening, and when the screening occurs.

Pursuant to guidance on screening and referral to E&T issued on July 13, 2022, Wisconsin is screening all work registrants at certification and recertification. Wisconsin is planning updates to the FoodShare Rights and Responsibilities telephonic signature for October 2024 that will explain to all work registrants the benefits of participating in the FSET program, including types of activities offered that may be of interest to participants and that individuals enrolled in FSET are entitled to receive participant reimbursements for reasonable and necessary items.

Eligibility workers can then initiate a referral once the individual has been informed. This will constitute the screening and referral process. The screening and referral to

E&T is sufficient to meet the requirements for reverse referral requests. FSET workers initiating the process for a reverse referral check CWW to ensure the member was appropriately screened for FSET by the eligibility worker. FSET providers also have a conversation with potential participants explaining the FSET program prior to initiating a reverse referral. Reverse referrals are only initiated upon request of the interested member.

- d) How and when are participants informed about participant reimbursements? In the case of mandatory participants, how and when does the State agency ensure individuals are exempted from mandatory E&T if the costs of participant reimbursements exceed any State agency cap or are not available?

Wisconsin is planning updates to the FoodShare Rights and Responsibilities telephonic signature for October 2024 to explain to all work registrants the benefits of participating in the FSET program, including types of activities offered that may be of interest to participants and that individuals enrolled in FSET are entitled to receive participant reimbursements for reasonable and necessary items.

With the implementation of the new screening and referral requirements, WI provided eligibility workers with a script that includes explaining to ABAWDs that they are entitled to receive participant reimbursements that are reasonable and necessary for participation in FSET and that individuals will not be sanctioned if they choose not to participate in FSET. This script was implemented in June 2022 and is read to all work registrants and ABAWDs at certification, re-certification, person add, and program change.

FSET workers also explain participant reimbursements to members both broadly at orientation and specific to a participant's assigned activities and needs during individual case management.

In addition, Chapter 5 of the FSET Handbook, which is publicly available, describes the policy on participant reimbursements and FSET agencies have brochures and other materials for participants that describe the program, including participant reimbursements.

The consolidated notice of work requirements that is sent out to every work registrant and ABAWDs contains information about participants reimbursements available through the FSET program. In addition, changes were made to appointment and referral notices in February 2023 to provide information about participant reimbursements more prominently. For example, the referral notice that is sent to all members who have received a referral, regardless of referral type, provides information about the FSET program generally including participant reimbursements in the first paragraph.

X. Referral to E&T

In accordance with 7 CFR 273.7(c)(2), the State agency must refer participants to E&T.

- a) What information does the State provide to E&T participants when they are referred and how is the referral communicated (e.g. information about accessing E&T services, case management, dates, contact information)?

All participants are informed orally of their referral to FSET at the time of application and recertification, if applicable. FoodShare members can ask to participate in FSET request at any point during their certification period and receive a referral. In addition to the verbal explanation, referred individuals receive a written explanation through the referral notice. Information about FSET that is provided at the time of referral includes a general description of the activities and assistance FSET has to offer including participant reimbursements; whether they are subject to either the general or ABAWD work requirement; contact information for the appropriate FSET agency; the remaining requirements of the Employment and Training Opportunities in the Supplemental Nutrition Assistance Program final rule; and that participation in FSET is voluntary and will not impact their FoodShare benefits.

Once an individual is referred to FSET, the referral is sent in CWW to regional coordinator who either schedules the individual for orientation and enrollment appointments or assigns the individual to a specific case manager who will schedule orientation and enrollment appointments.

- b) If a State receives and approves a referral request from an E&T provider (reverse referral), how does the State communicate to the SNAP participant that they are in SNAP E&T and about their rights to receive participant reimbursements, etc.?

The FoodShare member will receive a referral notice that includes information about FSET that is provided at the time of referral. The referral notice includes a general description of the activities and assistance FSET has to offer including participant reimbursements; whether they are subject to either the general or ABAWD work requirement; contact information for the appropriate FSET agency, and the remaining requirements of the Employment and Training Opportunities in the Supplemental Nutrition Assistance Program final rule. Wisconsin is planning to implement updates to the FoodShare Rights and Responsibilities for October 2024 that will explain to all work registrants the benefits of participating in the FSET program, including types of activities offered that may be of interest to participants and that individuals enrolled in FSET are entitled to receive participant reimbursements for reasonable and necessary items.

- c) After referral, describe what the E&T participant must do next. For instance, if the participant must report for an orientation describe who conducts the orientation, where the orientation occurs (e.g. in-person at a provider, log-in to a computer

program, telephone interview with a case manager), and what happens during the orientation. If the next step varies throughout the State, describe the most common next step.

After referral and upon receipt of available enrollment and orientation dates from the FSET agency, the FS member must either report in-person at the FSET agency or virtually for an orientation and enrollment appointment conducted by an FSET worker. At orientation, FSET agencies must provide participants with detailed program information including the benefits of FSET participation and an overview of available FSET activities and supportive services. The FSET agency must also accurately explain the FoodShare work requirement including the time-limited benefit policy, allowable ways to meet the FoodShare work requirement, and exemptions from the FoodShare work requirement in accordance with FoodShare Handbook Section 3.17.1 FoodShare Work Requirements for ABAWDs. The FSET agency will describe the FSET program a voluntary program and one of the ways individuals could meet the FoodShare work requirement.

The FSET agency must discuss participant rights and responsibilities using the FoodShare Employment and Training (FSET) Participation Agreement (F-00136). Individuals who choose to participate in FSET must sign the FoodShare Employment and Training (FSET) Participation Agreement (F-00136) at either orientation or the initial enrollment appointment. Prior to signing the agreement, participants must have the opportunity to review and ask questions about the agreement. The signed agreement must be given to the participant and scanned into the electronic case file (ECF).

Assessment tools, barriers to participation, and a discussion of available community programs and resources may be introduced at orientation. If the FSET agency uses a form to collect barrier information, the FSET agency must inform FSET participants that questions regarding barriers are optional.

During the initial enrollment appointment which should immediately follow orientation, the FSET worker must conduct a comprehensive, individualized participant assessment to identify the strengths, needs, and preferences of each FSET participant. The FSET worker must inform the FSET participant that all assessment forms will be kept confidential and that the questions about barriers are being asked to connect participants with resources to overcome barriers to employment. The FSET worker must explain that participants can opt out of answering questions related to barriers.

Individualized assessments must include, but are not limited to, identifying job readiness, level of job seeking skills, and other potential barriers to employment such as housing, transportation, family, or legal issues. The assessment process includes gathering past and current information from the participant or other relevant sources, either through informal or formal assessment. FSET agencies are encouraged to develop their own assessment tools or may use existing assessment tools for conducting a comprehensive, individualized assessment.

For the assessment at the initial appointment, the FSET worker must review past and present information about the following areas:

Barriers Assessment: Collect information regarding barriers to employment in five categories: work participation, housing, transportation, legal issues, and job readiness.

Education Assessment: Collect and document the participant's educational level and training information and relevant test scores. Achievement on educational test scores (e.g., TABE, WRAT, etc.) and certificate/degree completion should be tracked and updated upon reassessment, as necessary.

Employment Assessment: Collect employment information for an individual or document if there is no employment history.

Information gathered through the assessment process is the driving force behind the development of an employment plan (EP). Once the initial EP is developed, the FSET worker must reassess participant progress in employment and training activities to determine if any additional support, changes to the EP, or changes to assigned activities are needed. Follow-up assessments may indicate if current activities or support should be increased, decreased, or eliminated. Assessment and re-assessment are ongoing FSET processes.

Assessment results may also reveal the need for FSET supportive services or for a referral to other community programs to address participant needs that are outside the scope of FSET. FSET workers must be aware of available community programs and resources that commonly serve FSET participants. The FSET worker must assist the participant in connecting with community programs, if necessary.

- d) How is information about the referral communicated within the State agency? For instance, is the information entered into an MIS by the eligibility worker and reviewed by an E&T specialist?

Yes, the referral to E&T is communicated by IM to the FSET Regional coordinator and a reverse referral is communicated to IM.

- e) How is information about the referral communicated to E&T providers, as applicable? If the State works with E&T providers outside the State agency, how does the E&T provider know a SNAP participant has been referred to them?

Once an individual is referred to FSET, the referral is also sent to regional coordinator who either schedules the individual for orientation and enrollment appointments or assigns the individual to a specific case manager who will schedule orientation and enrollment appointments. The regional coordinator can easily see in CWW when a

new referral is sent and relevant details about the referral (date referred, IM agency, ABAWD status, etc.).

XI. Assessment

As a best practice, SNAP participants should be assessed after referral to ensure they receive targeted E&T services.

a) Does the State require or provide an assessment?

Yes (*Complete the remainder of this section.*)

No (*Skip to the next section.*)

b) If yes, describe the processes in the State, if any, to provide E&T participants with an assessment (e.g. who conducts the assessment, when are participants assessed, what tools *are* used, and how are the results shared with State agency staff, providers, and/or participants)

Participants are assessed at enrollment.

FSET workers are expected to conduct regular employment plan (EP) reviews, in collaboration with participants. This includes a review of changes in employment, educational attainment, and barriers to employment. It also includes a review of FSET goals, action steps, and assigned activities. The EP review is a time for FSET workers to discuss a participant's progress and reinforce positive achievements. For ABAWDs who are participating in FSET to meet the ABAWD work requirement, the EP must be reviewed at least once every 90 days. For non-ABAWDs and ABAWDs who are meeting the work requirement outside of FSET, the EP must be reviewed at least once every 180 days (FSET Handbook 8.1 Employment Plan Reviews).

A new EP can be created earlier than the original end date. A new EP is created when there is a change in ABAWD status. When a change in ABAWD status results in the participant needing to meet the work requirement, FSET workers are instructed to contact the ABAWD as soon as possible, by the end of the month in which the participant's status changed, to create an EP with enough activity hours to meet the work requirement (FSET Handbook 8.1 Employment Plan Reviews).

In addition to regular employment plan (EP) reviews, FSET workers conduct ongoing assessments as needed with participants. For example, a worker may wish to reassess when a participant has a change in employment or educational attainment, needs to establish new goals and revise FSET activities, requires new FSET supportive services, or encounters new barriers to employment. Ongoing assessment is an important part of FSET case management that ensures that the FSET program is effectively addressing participant employment goals, supportive service needs, and barriers to employment.

The FSET agency is encouraged to employ specialized, industry-standard assessment tools that address the special needs of FSET participants.

All employment plans must be signed by the FSET participant to indicate agreement and cooperation in building the employment plan. FSET participants receive a copy of the employment plan. Employment plan information is stored in the FSET Tool of CWW for State staff, IM workers, and any other providers to view.

XII. Case Management Services

The State E&T program must provide case management services to all E&T participants. In accordance with 7 CFR 273.7(c)(6)(ii), State agencies are required to include specific information about the provision of case management services in the E&T State plan.

- a) What types of E&T case management services will the State agency provide?
Check all that apply.

Comprehensive intake assessments

Individualized Service Plans

Progress monitoring

Coordination with service providers

Reassessment

Other. Please briefly describe: FSET Activity participation tracking monthly.

- b) Describe how case management services are delivered in your State. For instance, in one model case management is provided by E&T specialists who provide assessments and other services after participants are referred to E&T. In other instances, case management is integrated into the component. If your State uses more than one model, describe the one or two most common ways of delivering case management services.

After initial orientation and enrollment, participants are assigned to a case manager. The case managers are required to document all interactions with FSET participants in comments in the FSET tool in CWW. Case managers are required to contact all FSET participants at least monthly; however, often they meet more frequently than that. Many case managers are well trained in numerous areas that make them great case managers including trauma informed care, adult education, equity and inclusion, and social work.

In addition to regular employment plan (EP) reviews, FSET workers are expected to conduct ongoing assessments as needed with participants. For example, a worker may wish to reassess when a participant has a change in employment or educational attainment, needs to establish new goals and revise FSET activities, requires new FSET supportive services, or encounters new barriers to employment. Ongoing assessment is an important part of FSET case management that ensures that the FSET program is effectively addressing participant employment goals, supportive service needs, and barriers to employment.

The FSET agency is encouraged to employ specialized, industry-standard assessment tools that address the special needs of FSET participants.

When non-ABAWDs and ABAWDs with a non-TLB referral type do not make progress towards their employment plan goals on a continual basis (6 months or longer), FSET workers discuss whether the FSET program is meeting their employment and training needs. This conversation should be documented in PIN comments (FSET Handbook 8.2 Ongoing Assessment).

- c) Using the table below, describe how E&T case managers coordinate with other staff and services. Coordination can involve tracking E&T participation, sharing information that may be relevant to participation in E&T (e.g. information related to good cause or a work exemption), and referral to additional services.

Communication/Coordination with:

<p>SNAP eligibility staff:</p>	<p>IM communicates with FSET agencies via CWW or email. If IM determines a member needs a referral to FSET, a referral is sent through CWW. If IM has information that needs to be shared with the FSET agency, they most often reach out via email.</p> <p>FSET workers track monthly participation in the FSET tool. In this tool, the FSET workers must enter whether the participant met the work requirement. This information is automatically sent to the IM agency via CWW early in the next month. If an FSET agency determines they have information that is related to FS eligibility (verification of a participant exemption, income, or good cause) they will provide that information to the IM agency via fax, email or through directly scanning documents into ECF.</p>
<p>State E&T staff:</p>	<p>DHS regularly communicates with FSET vendors through in-person or virtual monitoring visits, our FSET policy inbox, at regular vendor meetings and as needed. FSET agencies can reach out to DHS anytime they have a question or need assistance.</p>
<p>Other E&T providers:</p>	<p>FSET agencies communicate with each other as needed related to best practices, questions, etc. The majority of our FSET vendors have operated the FSET program in their region for many years, and therefore, have established warm relationships with the other FSET vendors. The vendors are also able to collaborate and share best practices at the bi-monthly FSET Vendor Meeting.</p>
<p>Community resources:</p>	<p>The case managers work for the E&T providers. The E&T providers in Wisconsin coordinate with numerous businesses, public, and non-profit organizations. Some regions work with third-party providers available in their areas and other community resources such as local food pantries, housing assistance programs, and homeless shelters. WI DHS is proud of the network of resources that our E&T providers have built.</p>

d) Describe how the State agency will ensure E&T participants receive targeted case management services through an efficient administrative process, per 7 CFR 273.7(c)(6)(ii).

Please see the response to Part b).

XIII. Conciliation Process (if applicable)

In accordance with 7 CFR 273.7(c)(3), State agencies have the option to offer a conciliation period to noncompliant E&T participants. The conciliation period provides mandatory E&T participants with an opportunity to comply before the State agency sends a notice of adverse action. The conciliation process is not a substitute for the determination of good cause when a client fails to comply.

a) Does the State agency offer a conciliation process?

Yes (Complete the remainder of this section.)

No (Skip to the next section.)

b) Describe the conciliation process and include a reference to State agency policy or directives.

c) What is the length of the conciliation period?

XIV. Disqualification Policy for General Work Requirements

This section applies to the General Work Requirements, not just to E&T, and should be completed by all States, regardless of whether they operate a mandatory or voluntary E&T program.

All work registrants are subject to SNAP work requirements at 7 CFR 273.7(a). A nonexempt individual who refuses or fails to comply without good cause, as defined at 7 CFR 273.7(i)(2), (i)(3), and (i)(4), with SNAP work requirements will be disqualified and subject to State disqualification periods. Noncompliance with SNAP work requirements includes voluntarily quitting a job or reducing work hours below 30 hours a month, and failing to comply with SNAP E&T (if assigned by the State agency).

a) What period before application does the State agency use to determine voluntary quit and/or reduction in work effort without good cause per 7 CFR 273.7(j)(1)?

30 days

60 days

Other: Click or tap here to enter text.

b) For all occurrences of non-compliance discussed below, must the individual also comply to receive benefits again?

Yes

No

c) For the first occurrence of non-compliance per 7 CFR 273.7(f)(2)(i), the individual will be disqualified until the later of:

One month or until the individual complies, as determined by the State agency

Up to 3 months

d) For the second occurrence of non-compliance per 7 CFR 273.7(f)(2)(ii), the individual will be disqualified until the later of:

Three months or until the individual complies, as determined by the State agency

Up to 6 months

e) For the third or subsequent occurrence per 7 CFR 273.7(f)(2)(iii), the individual will be disqualified until the later of:

Six months or until the individual complies, as determined by the State agency

Time period greater than 6 months

Permanently

f) The State agency will disqualify the:

Ineligible individual only

Entire household (if head of household is an ineligible individual) per 7 CFR 273.7(f)(5)(i)

XV. Good Cause

In accordance with 7 CFR 273.7(i), the State agency is responsible for determining good cause when a SNAP recipient fails or refuses to comply with SNAP work requirements. Since it is not possible for FNS to enumerate each individual situation that should or should not be considered good cause, the State agency must take into account the facts and circumstances, including information submitted by the employer

and by the household member involved, in determining whether or not good cause exists.

- a) Describe the State agency process to determine if a non-exempt individual has good cause for refusal or failure to comply with a SNAP work requirement. Include how the State agency reaches out to the SNAP participant, employers, and E&T providers (as applicable), as well as how many attempts are made to reach out to the SNAP participant for additional information.

For the general work requirement, when considering whether a potential sanction event has taken place, IM workers are required to consider the reasons leading to the event to determine if there was good cause. The IM worker should document steps taken to explore good cause in case comments. When good cause exists, a sanction should not be applied.

If a sanction event is reported for an FS member, the IM worker will enter it into CWW. The worker can fill out the page without good cause entered and the system will establish a sanction if applicable.

Good cause is entered if reported by the member and not questionable, discovered by the IM worker, or verified by documentary evidence. Verification of good cause is not required unless the reason for good cause is questionable. IM workers document the reason for requesting verification in case comments.

For the ABAWD work requirement, if an IM worker determines a member has good cause for a particular month, they can update the FoodShare clock to reflect "good cause". Good cause is entered if reported by the member and not questionable, discovered by the IM worker, or verified by documentary evidence. IM workers document in case comments exploration and determination of good cause.

- b) What is the State agency's criteria for good cause?

Reasons for good cause include, but are not limited to, the following:

- The job did not meet the suitable employment criteria.
- The applicant or member was fired or resigned at the employer's demand.
- The employer discriminated based on the applicant or member's age, race, sex, gender identity, color, handicap, religious belief, national origin, or political belief.
- Work demands or conditions made continued employment unreasonable (e.g., working without being paid timely).
- The applicant or member accepted other employment at a wage equivalent to working 30 or more hours per week at federal minimum wage.
- The applicant's or member's work hours were reduced to less than 30 hours per week, but wages earned are equivalent to working 30 or more hours per week at the federal minimum wage.

- The applicant or member enrolled at least half-time in any recognized school, training program, or institution of higher education that requires them to leave employment.
- There were changes in the food unit residence that impacted access to current employment (e.g., members of the food unit moved to another community because a member accepted a new job or enrolled at least half-time in a recognized school, training program, or institution of higher education).
- The applicant or member has personal health problems, or others in the food unit have health problems requiring the presence of the applicant or member.
- The applicant or member is under age 60 and resigned from a job, which the employer recognized as retirement.
- The applicant or member quit in the context of the natural pattern of employment, such as a migrant worker or construction laborer.
- Hours of employment were reduced by the employer without consent from the applicant or member, but the employer remained the same.
- The applicant or member quit unsubsidized employment to join a volunteer program, such as Volunteers In Service To America (VISTA), AmeriCorps, etc.
- Transportation was not available.
- The applicant or member was unable to obtain adequate childcare for a child or children younger than age 12.
- The applicant's or member's self-employment ended.
- There were other circumstances beyond the applicant's or member's control that the agency determines constitute good cause.

c) Please describe the State agency's process to determine good cause if there is not an appropriate and available opening for an E&T participant.

N/A – Wisconsin is a voluntary state, and Wisconsin has an available slot in FSET for all interested FS members.

XVI. Provider Determinations

In accordance with 7 CFR 273.7(c)(18) a State agency must ensure that E&T providers are informed of their authority and responsibility to determine if an individual is ill-suited for a particular E&T component.

a) Describe the process used by E&T providers to communicate provider determinations to the State agency.

Wisconsin has not yet implemented the provider determination policy due to the recent public health emergency (PHE) and unknowns surrounding the PHE end date and subsequent start of the unwind efforts. Despite these challenges, Wisconsin has taken steps to prepare for the implementation of the provider determination policy. A new activity end reason code 'R' has been created for FSET workers to use when ending an activity due to a provider determination. Activities ended with the new provider determination code will appear on a new weekly report, which will serve as official notification to the IM agency and meet the requirement to notify the state agency within 10 days. Wisconsin anticipates that when the provider determination policy is implemented, almost all individuals will be referred to a new activity component in the event that an individual is determined to be ill-suited for a component.

- b) Describe how the State agency notifies clients of a provider determination. Please include the timeframe for contacting clients after receiving a provider determination.

Wisconsin has not yet implemented the provider determination policy due to the unknowns surrounding the PHE end date and subsequent start of the unwind efforts. Wisconsin plans to explore updates to the FSET disenrollment letter to provide formal notification of the provider determination by the IM agency. The disenrollment letter will include required information on provider notification and details on next steps. The FSET disenrollment letter will be triggered for mailing at the end of the day the FSET worker entered the disenrollment in CWW. Under the current timing for the disenrollment letter, individuals will receive the required notification of the provider determination within the 10-day timeframe.

Because the FSET agency will first collaborate with the participant to determine if an alternate activity or employment and training program would fit their needs, verbal notification of the provider determination will also occur as part of these conversations between the FSET participant and FSET worker. FSET workers are currently encouraged to contact ABAWD participants at least once per month and will be encouraged to meet with the FSET participant to complete an employment plan review as soon as possible following a provider determination.

XVII. Participant Reimbursements

In accordance with 7 CFR 273.7(d)(4), State agencies are required to pay for or reimburse participants for expenses that are reasonable, necessary, and directly related to participation in E&T. State agencies may impose a maximum limit for reimbursement payments. If a State agency serves mandatory E&T participants, it must meet all costs

associated with mandatory participation. If an individual’s expenses exceed those reimbursements available by the State agency, the individual must be placed into a suitable component or must be exempted from mandatory E&T.

Table E.I. Estimates of Participant Reimbursements

<p>I. Estimated number of E&T participants to receive participant reimbursements. This is an unduplicated count. If an individual participates in more than one month, they would only be counted once.</p> <p><i>State agencies should take into consideration the number of mandatory E&T participants projected in Table H – Estimated Participant Levels in the Excel Workbook, and the number of mandatory E&T participants likely to be exempted, if the State agency cannot provide sufficient participant reimbursements.</i></p>	<p>14,310</p>
<p>II. Estimated number of E&T participants to receive participant reimbursements per month. This is a duplicated count. This calculation can include the same individual who participates in more than one month.</p>	<p>3,354</p>
<p>III. Estimated budget for E&T participant reimbursements in upcoming FY.</p>	<p>\$6,694,212</p>
<p>IV. Estimated budget for E&T participant reimbursements per month in upcoming FY. (Row III/12)</p>	<p>\$557,851</p>
<p>V. Estimated amount of participant reimbursements per E&T participant per month. (Row IV/Row II)</p>	<p>\$166</p>

Participant Reimbursement Details

Complete the table below with information on each participant reimbursement offered/permitted by the State agency (do not indicate information for each provider). A description of each category is included below.

- **Allowable Participant Reimbursements.** Every State agency must include childcare and transportation in this table, as well as other major categories of reimbursements (examples of categories include, but are not limited to: tools, test fees, books, uniforms, license fees, electronic devices, etc.). Mandatory States must meet all costs associated with participating in an E&T program, or else they must exempt individuals from E&T.
- **Participant Reimbursement Caps (optional).** States have the option to establish maximum levels (caps) for reimbursements available to individuals.

Indicate any caps on the amount the State agency will provide for the participant reimbursement.

- **Who provides the participant reimbursements?** Indicate if the participant reimbursement is provided by the State agency, a provider, an intermediary, or some other entity. The State agency remains ultimately responsible for ensuring individuals receive participant reimbursements, even if it has contracted with another entity to provide them.
- **Method of disbursement.** Indicate if the participant receives the participant reimbursement *in advance* or as a *reimbursement*. Also indicate if the amount of the participant reimbursement is an *estimated amount* or the *actual amount*.

Table E.II. Participant Reimbursement Details

The following table should be completed with details that reflect the State agency’s policies on allowable reimbursements. If the response varies by E&T provider, include examples to illustrate this variation. Expenses must be listed in the State plan and approved by FNS to be allowable.

Allowable Participant Reimbursements	Participant Reimbursement Caps (optional)	Who provides the participant reimbursement?	Method of disbursement
Auto ownership tag, title, licensing	Set by regional FSET vendors based on budget projections and constraints.	FSET Vendors	The FSET vendors will pay the actual amount either in advance or as a reimbursement depending on internal SOPs.
Auto Repairs*	Set by regional FSET vendors based on budget projections and constraints.	FSET Vendors	The FSET vendors will pay the actual amount either in advance or as a reimbursement depending on internal SOPs.
Background checks	Set by regional FSET vendors based on budget projections and constraints.	FSET Vendors	The FSET vendors will pay the actual amount either in advance or as a reimbursement depending on internal SOPs.
Books	Set by regional FSET vendors based on budget	FSET Vendors	The FSET vendors will pay the actual amount either in advance or as a

Allowable Participant Reimbursements	Participant Reimbursement Caps (optional)	Who provides the participant reimbursement?	Method of disbursement
	projections and constraints.		reimbursement depending on internal SOPs.
Clothing for job interview	Set by regional FSET vendors based on budget projections and constraints.	FSET Vendors	The FSET vendors will pay the actual amount either in advance or as a reimbursement depending on internal SOPs.
Clothing required for a job or WBL	Set by regional FSET vendors based on budget projections and constraints.	FSET Vendors	The FSET vendors will pay the actual amount either in advance or as a reimbursement depending on internal SOPs.
Commercial driver's license	Set by regional FSET vendors based on budget projections and constraints.	FSET Vendors	The FSET vendors will pay the actual amount either in advance or as a reimbursement depending on internal SOPs.
Course registration fees	Set by regional FSET vendors based on budget projections and constraints.	FSET Vendors	The FSET vendors will pay the actual amount either in advance or as a reimbursement depending on internal SOPs.
Dental work	Set by regional FSET vendors based on budget projections and constraints.	FSET Vendors	The FSET vendors will pay the actual amount either in advance or as a reimbursement
Childcare costs	Set by regional FSET vendors based on budget projections and constraints.	FSET Vendors	The FSET vendors will pay the actual amount either in advance or as a reimbursement depending on internal SOPs.
Childcare costs	Set by regional FSET vendors	FSET Vendors	The FSET vendors will pay the actual amount either in

Allowable Participant Reimbursements	Participant Reimbursement Caps (optional)	Who provides the participant reimbursement?	Method of disbursement
	based on budget projections and constraints.		advance or as a reimbursement depending on internal SOPs.
Gas	Set by regional FSET vendors based on budget projections and constraints.	FSET Vendors	The FSET vendors will pay the actual amount either in advance or as a reimbursement depending on internal SOPs.
Legal services (minor i.e., notary)	Set by regional FSET vendors based on budget projections and constraints.	FSET Vendors	The FSET vendors will pay the actual amount either in advance or as a reimbursement depending on internal SOPs.
Licensing and bonding fees for work or work experience	Set by regional FSET vendors based on budget projections and constraints.	FSET Vendors	The FSET vendors will pay the actual amount either in advance or as a reimbursement depending on internal SOPs.
Medical expense (minor like a tuberculosis test)	Set by regional FSET vendors based on budget projections and constraints.	FSET Vendors	The FSET vendors will pay the actual amount either in advance or as a reimbursement depending on internal SOPs.
Relocation expenses**	Set by regional FSET vendors based on budget projections and constraints.	FSET Vendors	The FSET vendors will pay the actual amount either in advance or as a reimbursement depending on internal SOPs.
Safety items	Set by regional FSET vendors based on budget projections and constraints.	FSET Vendors	The FSET vendors will pay the actual amount either in advance or as a reimbursement

Allowable Participant Reimbursements	Participant Reimbursement Caps (optional)	Who provides the participant reimbursement?	Method of disbursement
			depending on internal SOPs.
Student activity fees	Set by regional FSET vendors based on budget projections and constraints.	FSET Vendors	The FSET vendors will pay the actual amount either in advance or as a reimbursement depending on internal SOPs.
Taxi driver's license	Set by regional FSET vendors based on budget projections and constraints.	FSET Vendors	The FSET vendors will pay the actual amount either in advance or as a reimbursement depending on internal SOPs.
Test fees	Set by regional FSET vendors based on budget projections and constraints.	FSET Vendors	The FSET vendors will pay the actual amount either in advance or as a reimbursement depending on internal SOPs.
Temporary housing***	Set by regional FSET vendors based on budget projections and constraints.	FSET Vendors	The FSET vendors will pay the actual amount either in advance or as a reimbursement depending on internal SOPs.
Tools	Set by regional FSET vendors based on budget projections and constraints.	FSET Vendors	The FSET vendors will pay the actual amount either in advance or as a reimbursement depending on internal SOPs.
Training materials	Set by regional FSET vendors based on budget projections and constraints.	FSET Vendors	The FSET vendors will pay the actual amount either in advance or as a reimbursement depending on internal SOPs.

Allowable Participant Reimbursements	Participant Reimbursement Caps (optional)	Who provides the participant reimbursement?	Method of disbursement
Transportation expenses	Set by regional FSET vendors based on budget projections and constraints.	FSET Vendors	The FSET vendors will either pay the actual amount or an estimated amount either in advance or as a reimbursement depending on internal SOPs.
Tuition and fees – must not supplant other sources of funding like grants or scholarships	Set by regional FSET vendors based on budget projections and constraints.	FSET Vendors	The FSET vendors will pay the actual amount either in advance or as a reimbursement depending on internal SOPs.
Uniforms	Set by regional FSET vendors based on budget projections and constraints.	FSET Vendors	The FSET vendors will pay the actual amount either in advance or as a reimbursement depending on internal SOPs.
Union dues	Set by regional FSET vendors based on budget projections and constraints.	FSET Vendors	The FSET vendors will pay the actual amount either in advance or as a reimbursement depending on internal SOPs.
Vision needs	Set by regional FSET vendors based on budget projections and constraints.	FSET Vendors	The FSET vendors will pay the actual amount either in advance or as a reimbursement depending on internal SOPs.

* Rationale for providing auto repairs must be documented in the case file. Auto Repairs may be an allowable expense if all the following conditions are met:

- The repairs are reasonable and necessary for participation in an approved FSET activity, and
- The FSET participant resides in a rural county or area of the state where there is no or very limited public transportation, and Carpooling is not a realistic option, and
- Carpooling is not a realistic option, and

- Cost estimates are verified from at least two auto repair shops, and
- The title of the auto is registered in the name of the FSET participant, and
- The FSET participant holds a valid driver’s license, and
- The cost of the repairs will not exceed the value of the auto, and
- Repairs are not for cosmetic reasons, and
- Reimbursement is limited to a one-time expense, and
- The agency can guarantee that the repairs cannot be paid by another source.

**Relocation expenses must be reasonable, necessary, and directly related to participation in employment and training.

***For temporary housing, housing expenses may be reimbursed on a case-by-case basis in emergency situations where all other funding sources have been exhausted, the reimbursement is limited to one month per an individual’s FS certification period and the rationale for providing this reimbursement will be documented in the case file.

a) If providing dependent care, specify payment rates for child care reimbursements, established in accordance with the Child Care and Development Block Grant (CCDBG) and based on local market rate surveys. If alternative dependent care is provided by the State agency in lieu of reimbursement, describe these arrangements.

WI allows reimbursement of dependent care that is reasonable and necessary for participation in FSET. FSET agencies will ensure no other public assistance funding is available prior to providing the reimbursement. FSET agencies do not provide alternative dependent care in lieu of reimbursement.	
Age of child in what type of licensed childcare setting (All rates are full-time).	Base payment rate per CCDGB draft plan: participant reimbursement varies depending on region, maximum reimbursements listed in table
Infant (6 months) Center care	\$1,200.74 per month
Toddler (18 months) Center care	\$1,086.60 per month
Preschooler (4 years) Center care	\$929.85 per month
School-age child (6 years) Center care (Based on full-day, full-year rates that would be paid during the summer.)	\$817.24 per month
Infant (6 months) Family Child Care	\$957.25 per month
Toddler (18 months) Family Child Care	\$868.98 per month
Preschooler (4 years) Family Child Care	\$795.93 per month
School-age child (6 years) Family Child Care (Based on full-day, full-year rates that would be paid during the summer.)	\$739.62 per month

- b) If dependent care agencies have a waiting list or otherwise cap the number of enrolled dependents, how will the State agency ensure E&T participants with dependent care needs receive dependent care?

FSET case managers work with participants to assign activity days and times that coincide with potential childcare provider availability. If an FSET vendor cannot find an available provider, they will notify DHS. DHS will assist in looking for availability through the WI Department of Children and Families' YoungStar Child Care Finder (<https://dcf.wisconsin.gov/youngstar/parents>).

XVIII. Work Registrant Data

The SNAP general work requirements are described at 7 CFR 273.7(a). Individuals who do not meet an exemption from the general work requirements, as listed in 7 CFR 273.7(b)(1), are subject to the general work requirement and must register for work. In accordance with 7 CFR 273.7(c)(10), the State agency must submit to FNS the number of work registrants in the State as of October 1st. This information is submitted on the first quarter E&T Program Activity Report.

- a) Describe the process the State agency uses to count all work registrants in the State as of the first day of the new fiscal year (October 1). Please provide information about how data is pulled from the eligibility system. For instance, how work registrants are identified and how counting is conducted.

Any individuals receiving FoodShare on October 1st of the FFY and subjected to the systematic work registration process (work registrant flag set to 'Yes') will be included in Line#1 (FNS 583 report) counts. This is based on the status of individuals who are FS-eligible on October 1st. The query itself is run on the first Saturday after October 1st.

Criteria for the Work Registrants count (Line 1) of the FNS-583 for the first quarter of any FFY:

Includes the count of individuals who receive FoodShare on October 1st of the user selected FFY and have the work registrant flag set to Yes or are identified as a work registrant through the ad hoc process.

IMMR leverages CARES work registrant policy to identify individual's work registrant status to count the report metric.

- The criteria in CARES to set the work registrant flag to Yes.
 - Individual is part of the Food Unit (FS AG) with a valid FS living arrangement.
 - Potentially Food Share (FS) eligible individual (Orig Participation status code on Assistance Group Composition details page) between the ages of 16-59 years.

- Does not have a verified "Work Registrant Exemption".
- The criteria in CARES to set the work registrant flag to No.
 - Mentally or physically unfit for employment due to a temporary/permanent incapacitation.
 - Combination of employment plus self-employment where the member is working greater than or equal to 129 hours/month or earning greater than or equal to the Federal Minimum Wage multiplied by 129.
 - In compliance with a W-2 program's requirements.
 - Primary Caretaker for a dependent child under age 6 residing inside of the home (caring for individual response on household relationships page).
 - Primary Caretaker for a dependent child under age 6 residing out of the home.
 - Primary Caretaker for an incapacitated individual inside of the home.
 - Primary Caretaker for an incapacitated individual outside of the home.
 - Receives or applies for unemployment compensation.
 - Participation in a drug or alcohol treatment program.
 - Individual who meets FS student eligibility criteria.
 - Individuals, age 16 and 17 who are not the primary person.
 - Participation in Transitional FoodShare (TFS).

Line #2 Work Registrant counts – Includes new work registrants who are receiving FoodShare and having the work registrant flag set to 'Yes' in the month reported.

b) Describe measures taken to prevent duplicate counting.

The query is run in "IMMR", which is an SAP Business Objects reporting environment. IMMR data is populated from tables in our CARES system. Duplicates are eliminated by the query itself. The query is based on data in the CARES system but is created and run in the IMMR reporting system. The criteria for Line #1 and Line #2 seems similar except that Line #2 includes only new members. To avoid duplicate counting of individuals, an additional check is done to see if Line #2 members are already included in Line#1. If they were included in Line #1, the members are not included in Line #2 counts.

In addition, Line #2 individuals reported as new work registrant in Month 1 will not be reported again in the entire FFY even though individual loses and regains FoodShare eligibility or work registrant flag changes from 'Yes' to No' and back to 'Yes'.

XIX. Outcome Reporting Measures

National Reporting Measures

Table E.III. National Reporting Measures

Source <i>[Check the data source used for the national reporting measures. Check all that apply]</i>	Employment & Earnings Measures	Completion of Education of Training
Quarterly Wage Records (QWR)	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
National Directory of New Hires (NDNH)	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
State Information Management System (MIS). <i>Indicate below what MIS system is used.</i>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Manual Follow-up with SNAP E&T Participants. <i>Answer follow-up question below.</i>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Follow-up Surveys. <i>State agencies must complete the Random Sampling Plan section below if follow-up surveys are used.</i>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Other - Describe source: Click or tap here to enter text.	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

- a) If a State MIS is used, please indicate the system (e.g., SNAP eligibility system, State’s Department of Labor MIS).

IMMR – Income Maintenance Management Reports – Reports pulled from Wisconsin’s integrated eligibility system that includes data from both SNAP eligibility and SNAP E&T.

- b) If a manual follow-up with SNAP E&T participants is conducted, describe the process for follow-up, including the contact method (e.g., verbal contact, email, or mail).

N/A

- c) If a State agency is not using Quarterly Wage Records (QWR) as the source for the national measures, describe the State agency’s plan to move toward using QWR including a timeline for completion.

N/A

State Component Reporting Measures

d) Check all data sources used for the State-specific component measures.

Quarterly Wage Records (QWR)

National Directory of New Hires (NDNH)

X State Management Information System. *Indicate the MIS used below.*

Manual follow-up with SNAP E&T Participants. *Answer follow-up question below.*

Follow-up Surveys. *Answer follow-up question below.*

e) If a State MIS is used, please indicate the system (e.g., SNAP eligibility system, State’s Department of Labor MIS).

IMMR – Income Maintenance Management Reports – Reports pulled from Wisconsin’s integrated eligibility system that includes data from both SNAP eligibility and SNAP E&T.

f) If a manual follow-up with SNAP E&T participants is conducted, describe the process for follow-up, including the contact method (e.g., verbal contact, email, or mail).

N/A

g) If follow-up surveys are used, please describe the sample frame. This description must include source, availability, accuracy, completeness, components, location, form, frequency of updates and structure.

N/A

h) If follow-up surveys are used, please describe the sample selection. This description must include the method of sample selection, procedures for estimating caseload size, computation of sampling intervals and random starts, as appropriate, and a time schedule for each step in the sampling procedure.

N/A

Using the table below, indicate the outcome measure that will be used for each component that the State agency will offer that is intended to serve at least 100 participants in the FY. Explain in detail the methodology for acquiring the component data. Please ensure the component names listed here match the component names in the FNS-583 report and [Section G: Component Detail](#).

Table E.IV. Component Outcome Measures

Component	Outcome Measure	Methodology including the timeframes being reported (e.g. denominator and numerator).
Supervised Job Search	Number and percent of individuals assigned to supervised job search who obtained unsubsidized employment within the reporting period	<p>Numerator will include those participants who obtained employment after completing component during the period of Oct 1, 2024, to Sept 30, 2025.</p> <p>Denominator will include the number of participants that participated in supervised job search during the period of Oct 1, 2024, to Sept 30, 2025.</p>
	The top barrier(s) facing supervised job search participants, and the number and percent of total supervised job search participants facing this barrier	Data obtained from IMMR during the period of Oct 1, 2024, to Sept 30, 2025.
Job Search Training	Number and percent of individuals assigned to job search training who obtained unsubsidized employment within the reporting period	<p>Numerator will include those participants who obtained employment after completing component during the period of Oct 1, 2024, to Sept 30, 2025.</p> <p>Denominator will include the number of participants that participated in job search training during the period of Oct 1, 2024, to Sept 30, 2025.</p>

	The top barrier(s) facing job search training participants, and the number and percent of total job search training participants facing this barrier	Data obtained from IMMR during the period of Oct 1, 2024, to Sept 30, 2025.
Job Retention	Number and percent of total individuals assigned to Job Retention who actively complete 90 days of job retention and are employed within the reporting period	<p>Numerator will include those participants assigned to Job Retention who actively completed 90 days of job retention and who obtained employment after completing component during the period of Oct 1, 2024, to Sept 30, 2025.</p> <p>Denominator will include the number of participants that participated in job retention during the period of Oct 1, 2024, to Sept 30, 2025.</p>
	The top barrier(s) facing job retention participants, and the number and percent of total job retention participants facing this barrier	Data obtained from IMMR during the period of Oct 1, 2024, to Sept 30, 2025.
Self-Employment Training	Number and percent of individuals assigned to self-employment training who obtained unsubsidized employment within the reporting period	<p>Numerator will include those participants who obtained employment after completing component during the period of Oct 1, 2024, to Sept 30, 2025.</p> <p>Denominator will include the number of participants that participated in self-employment training during the period of Oct 1, 2024, to Sept 30, 2025.</p>
	The top barrier(s) facing self-employment training participants, and the number and percent of total self-employment training participants facing this barrier	Data obtained from IMMR during the period of Oct 1, 2024, to Sept 30, 2025.

Workfare	Number and percent of individuals assigned to workfare who obtained unsubsidized employment within the reporting period	<p>Numerator will include those participants who obtained employment after completing component during the period of Oct 1, 2024, to Sept 30, 2025.</p> <p>Denominator will include the number of participants that participated in workfare during the period of Oct 1, 2024, to Sept 30, 2025.</p>
	The top barrier(s) facing workfare participants, and the number and percent of total workfare participants facing this barrier	Data obtained from IMMR during the period of Oct 1, 2024, to Sept 30, 2025.
Educational and Vocational Training	Number and percent of individuals assigned to educational and vocational training who obtained unsubsidized employment within the reporting period	<p>Numerator will include those participants who obtained employment after completing component during the period of Oct 1, 2024, to Sept 30, 2025.</p> <p>Denominator will include the number of participants that participated in educational and vocational training during the period of Oct 1, 2024, to Sept 30, 2025.</p>
	The top barrier(s) facing educational and vocational training, and the number and percent of total educational and vocational training participants facing this barrier	Data obtained from IMMR during the period of Oct 1, 2024, to Sept 30, 2025.
English Language Acquisition	Number and percent of individuals assigned to English language acquisition who obtained unsubsidized employment within the reporting period	<p>Numerator will include those participants who obtained employment after completing component during the period of Oct 1, 2024, to Sept 30, 2025.</p> <p>Denominator will include the number of participants that participated in English language acquisition during the period of Oct 1, 2024, to Sept 30, 2025.</p>

	The top barrier(s) facing English Language Acquisition participants, and the number and percent of total English Language Acquisition participants facing this barrier	Data obtained from IMMR during the period of Oct 1, 2024, to Sept 30, 2025.
Educational Program - Integrated Education and Training or Bridge Programs	Number and percent of individuals assigned to an educational program – integrated education and training or bridge programs who obtained unsubsidized employment within the reporting period	Numerator will include those participants who obtained employment after completing component during the period of Oct 1, 2024, to Sept 30, 2025. Denominator will include the number of participants that participated in an educational program – integrated education and training or bridge programs during the period of Oct 1, 2024, to Sept 30, 2025.
	The top barrier(s) facing Educational Program, Integrated Education and Training or Bridge Programs participants, and the number and percent of total Educational Program, Integrated Education and Training or Bridge Programs participants facing this barrier	Data obtained from IMMR during the period of Oct 1, 2024, to Sept 30, 2025.
Work Readiness Training	Number and percent of individuals assigned to work readiness training who obtained unsubsidized employment within the reporting period	Numerator will include those participants who obtained employment after completing component during the period of Oct 1, 2024, to Sept 30, 2025. Denominator will include the number of participants that participated in an educational program – integrated education and training or bridge programs during the period of Oct 1, 2024, to Sept 30, 2025.

	The top barrier(s) facing Work Readiness Training participants, and the number and percent of total Work Readiness Training participants facing this barrier	Data obtained from IMMR during the period of Oct 1, 2024, to Sept 30, 2025.
Work Activity	Number and percent of individuals assigned to work activity who obtained unsubsidized employment within the reporting period	Numerator will include those participants who obtained employment after completing component during the period of Oct 1, 2024, to Sept 30, 2025. Denominator will include the number of participants that participated in work activity during the period of Oct 1, 2024, to Sept 30, 2025.
	The top barrier(s) facing Work Activity participants, and the number and percent of total Work Activity participants facing this barrier	Data obtained from IMMR during the period of Oct 1, 2024, to Sept 30, 2025.
Work-based Learning - Internship	Number and percent of individuals assigned to a work-based learning - internship who obtained unsubsidized employment within the reporting period	Numerator will include those participants who obtained employment after completing component during the period of Oct 1, 2024, to Sept 30, 2025. Denominator will include the number of participants that participated in work-based learning - internship during the period of Oct 1, 2024, to Sept 30, 2025.
	The top barrier(s) facing Work-based learning, Internship participants, and the number and percent of total Work-based learning, Internship participants facing this barrier	Data obtained from IMMR during the period of Oct 1, 2024, to Sept 30, 2025.

Work-based learning- On-the-job Training	Number and percent of individuals assigned to work-based learning – on-the-job training who obtained unsubsidized employment within the reporting period	Numerator will include those participants who obtained employment after completing component during the period of Oct 1, 2024, to Sept 30, 2025.
		Denominator will include the number of participants that participated in work-based learning – on-the-job training during the period of Oct 1, 2024, to Sept 30, 2025.
	The top barrier(s) facing Work-based learning, On-the-job Training participants, and the number and percent of total Work-based learning, On-the-job Training participants facing this barrier	Data obtained from IMMR during the period of Oct 1, 2024, to Sept 30, 2025.
Work-based learning - Pre-apprenticeship/Apprenticeship	Number and percent of individuals assigned to work-based learning – pre-apprenticeship/ apprenticeship who obtained unsubsidized employment within the reporting period	Numerator will include those participants who obtained employment after completing component during the period of Oct 1, 2024, to Sept 30, 2025.
		Denominator will include the number of participants that participated in Work-based learning, On-the-job Training participants during the period of Oct 1, 2024, to Sept 30, 2025.
	The top barrier(s) facing Work-based learning, Pre-apprenticeship/Apprenticeship participants, and the number and percent of total Work-based learning, Pre-apprenticeship/ apprenticeship participants facing this barrier	Data obtained from IMMR during the period of Oct 1, 2024, to Sept 30, 2025

Work based learning - Transitional Jobs	Number and percent of individuals assigned to work-based learning – transitional jobs who obtained unsubsidized employment within the reporting period	Numerator will include those participants who obtained employment after completing component during the period of Oct 1, 2024, to Sept 30, 2025. Denominator will include the number of participants that participated in work-based learning– transitional jobs during the period of Oct 1, 2024, to Sept 30, 2025.
	The top barrier(s) facing Work based learning, Transitional Jobs participants, and the number and percent of total Work based learning, Transitional Jobs participants facing this barrier	Data obtained from IMMR during the period of Oct 1, 2024, to Sept 30, 2025.
<i>All components</i>	Number and percent of FSET enrollees that were assigned each of the following numbers of components during FFY2024	Data obtained from IMMR during the period of Oct 1, 2024, to Sept 30, 2025.
Top combinations of co-component participation	Number and percent of total FSET enrollees that were assigned these combinations of components at some point during the reporting period <ul style="list-style-type: none"> - An education component and Supervised Job Search - An education component, Supervised Job Search, Employment, and Job Retention 	Data obtained from IMMR during the period of Oct 1, 2024, to Sept 30, 2025.

In addition, the State has finalized an agreement with the University of Wisconsin – Madison’s Institute for Research on Poverty (IRP) to report on:

- The number and percentage of FSET participants and former participants who are in unsubsidized employment during the second quarter after completion of participation in FSET,
- The number and percentage of FSET participants and former participants who are in unsubsidized employment during the fourth quarter after completion of participation in FSET, and
- The median quarterly earnings of all FSET participants and former participants who are in unsubsidized employment during the second quarter after completion of participation in FSET.

The above data elements will be disaggregated by the required participant characteristics as required by the interim final rule published by FNS on March 23, 2016. These data points will be provided to FNS in the January 1, 2025, report.

F. Pledge to Serve All At-Risk ABAWDs (if applicable)

The Act authorizes FNS to allocate \$20 million annually to State agencies that commit, or pledge, to ensuring the availability of education, training, or workfare opportunities that permit able-bodied adults without dependents (ABAWDs) to remain eligible beyond the 3-month time limit.

To be eligible for these additional funds (pledge funds), State agencies must pledge to offer and provide an opportunity in a work program that meets the participation requirements of 7 CFR 273.24 to every applicant and recipient who is in the last month of the 3–month time limit and not otherwise exempt. Individuals are exempt from the time limit if they meet an exception under 7 CFR 273.24(c), reside in an area covered by a waiver in accordance with 7 CFR 273.24(f), or who are exempted by the State under 7 CFR 273.24(g). ABAWDs who meet the criteria outlined in 7 CFR 273.7(d)(3)(i) are referred to as “at-risk” ABAWDs.

a) Is the State agency pledging to offer qualifying activities to all at-risk ABAWDs?

Yes (Complete the rest of this section.)

No (Skip to Section G: Component Detail.)

Table F.I. Pledge Assurances

Check the box to indicate that the State agency understands and agrees to comply with the following provisions, per 7 CFR 273.7(d)(3).	Check Box
The State agency will use the pledge funds to defray the costs of offering every at-risk ABAWD a slot in a qualifying component.	X

Check the box to indicate that the State agency understands and agrees to comply with the following provisions, per 7 CFR 273.7(d)(3).	Check Box
The cost of serving at-risk ABAWDs is not an acceptable reason for failing to live up to the pledge. The State agency will make a slot available and the ABAWD must be served even if the State agency exhausts all of its 100 percent Federal funds and must use State funds.	X
While a participating State agency may use a portion of the additional funding to provide E&T services to ABAWDs who are not at-risk, the State agency guarantees that at-risk ABAWDs are provided with opportunities by the State agency <u>each month</u> to remain eligible beyond the 3-month time limit.	X
The State agency will notify FNS immediately if it realizes that it cannot obligate or expend its entire share of the ABAWD allocated funds, so that FNS may make those funds available to other participating pledge States within the fiscal year.	X
The State agency will be ready on October 1 st to offer and provide qualifying activities and services each month an ABAWD is at-risk of losing their benefits beyond the 3-month time limit.	X

b) Where will the State agency offer qualifying activities?

Statewide

Limited areas of the State (*Complete questions c and d below.*)

c) Explain why the State agency will offer qualifying activities in limited areas of the State.

ABAWD waiver for parts of the State

Will use discretionary exemptions

Other: Click or tap here to enter text.

d) If the State agency will be offering qualifying activities only in limited areas of the State, please list those localities/areas.

WI has an approved ABAWD waiver for select areas of the state.

Counties:

- Adams
- Bayfield
- Douglas
- Florence
- Forest

- Iron
- Marquette
- Menominee

Cities

- Racine

Tribal Reservation Areas:

- Red Cliff
- Bad River
- Lac du Flambeau
- Forest County Potawatomi
- Sokaogon Chippewa
- Menominee
- Stockbridge Munsee
- Ho-Chunk Nation
- St. Croix
- La Courte Oreilles

e) How does the State agency identify ABAWDs in the State eligibility system?

Wisconsin's CWW system uses data collected through the certification and recertification process including any pertinent exemptions to systematically assign individuals with an ABAWD status.

f) How does the State agency identify ABAWDs that are at-risk?

ABAWDs who are at-risk are those who are not meeting the ABAWD work requirement outside of FSET. These individuals receive multiple notices including the consolidated work requirement notice, the FSET referral notice, and a letter in their second TLB month reminding them of the importance of meeting the FoodShare work requirement and the opportunity to meet the requirement through FSET.

g) When and how is the offer of qualifying activities made? Include the process the State agency uses to ensure that at-risk ABAWDs receive an offer of a qualifying component for every month they are at risk, including how the offer is made.

Individuals determined to be ABAWDs receive the oral explanation and are mailed the consolidated notice, both of which explain the individual is subject to the time-limit, the importance of meeting the FoodShare work requirement and the opportunity to meet the requirement through FSET (including types of services offered and information about participant reimbursements). Upon referral to FSET, the individual receives another notice, the FSET referral notice, with the same information. FSET agencies contact referred individuals through a variety of methods including phone, letter, and email to further explain the program and schedule an appointment for

enrollment and orientation. During enrollment and orientation, which sometimes occur at the same time and are sometimes separate appointments, individuals receive yet more information regarding the ABAWD work requirement and the ways FSET can help in meeting it. Toward the end of the individual's second time-limited benefit month, they will receive a warning letter notifying them a final time that they are at risk of earning their third time-limited benefit month and should begin meeting the work requirement to maintain eligibility. This notice contains ways to meet the requirement, which includes participating in FSET, and information about FSET opportunities and activities. Wisconsin sends this letter just before the third time-limited benefit month to provide adequate notice that the individual is at risk of receiving that third and final time-limited benefit month with time to still meet the requirement in that third month. Wisconsin offers a qualifying spot in FSET to all Foodshare recipients across the entire state, including those at risk of time-limit benefit months, and offers all components statewide.

The next set of questions is intended to establish the State agency's overall capacity and ability to serve all at-risk ABAWDs during the fiscal year through the services available in SNAP E&T as well as through other qualifying activities available through other Federal or State employment and training programs. In addition to SNAP E&T components, qualifying activities for ABAWDs include programs that operate outside of SNAP E&T. Such as Optional Workfare programs, WIOA title I programs, programs under Section 236 of the Trade Act of 1974, Veterans employment and training programs offered by the Department of Veterans Affairs or the Department of Labor, and Workforce Partnerships in accordance with 7 CFR 273.7(n).

- h) What services and activities will be provided through SNAP E&T? (List the components and participant reimbursements.) This should be consistent with the components detailed in Section G, as well as Section E-XIV regarding participant reimbursements.

All components detailed in Section G and participant reimbursements in Section E-XIV are available and offered to at-risk ABAWDs.

- i) What services and activities will be provided outside of SNAP E&T? (List the operating program, such as title 1 of WIOA, services and activities.)

All collaborations with outside organizations providing qualifying services and activities will be provided to at-risk ABAWDs. The most common services/programs ABAWDs choose to enroll in to meet the work requirement include:

- Title 1 of WIOA (Adults): The program serves adults. Services and activities include basic and individualized career services, trainings, and supportive services.

- Title 1 of WIOA (Dislocated Workers): This program serves people who were recently laid off or notified of an upcoming lay off. Services and activities include re-employment connections, trainings, and supportive services.
- Title 1 of WIOA (Youth): This program serves 14–24-year-olds. Services and activities include specialized services to help reach educational and employment goals and supportive services.
- Title 2 of WIOA (Adult Education Family Literacy Act): This program is administered by the WTCS. Services and activities offered include multiple academic subjects, English language skills, employability skill building, digital literacy/computer skills, and financial literacy.
- Title 3 of WIOA (Job Service). This program offers services and activities such as job search assistance, career exploration, career counselling, re-employment services for Unemployment Insurance claimants, workshops on resumes, interview techniques, other work search skills, and provides labor market information along with other resources.
- Title 4 of WIOA (Vocational Rehabilitation): This program serves people with a disability that impacts their ability to get or maintain employment. Services and activities include skills development, vocational guidance and counseling, temp work experiences, supported employment, and education.
- WIOA Partner Program (Trade Adjustment Assistance): This program serves people who lost their jobs due to foreign competition or job outsourcing. Services and activities include career exploration and job search assistance, trainings, help with living expenses, subsidies for older workers, healthcare assistance, and relocation allowances.

WIOA Partner Program (Jobs for Vets): This program serves veterans and their family members. Services and activities include case management, job search assistance, comprehensive individualized assessments, career exploration, connections to other veterans' organizations, and veteran to veteran services.

- j) To pledge, State agencies must have capacity to offer a qualifying activity to every at-risk ABAWD for every month they are at-risk. What is the State agency's plan if more ABAWDs than expected choose to take advantage of the offer of a qualifying activity? For instance, how will the State agency ensure the availability of more slots? What steps has the State agency taken to guarantee a slot through agreements or other arrangements with providers?

Wisconsin's regional providers are required to offer all activities listed in the FSET State Plan through contractual agreements. Wisconsin's E&T providers promote and advertise their services. They must not turn away any ABAWD needing to meet the work requirement as required in their scope of work and service level agreements. Should a provider be unable to fulfill their contract obligations, or extenuating circumstances occur, the State agency will work with other vendors and/or request additional state funding as needed to continue providing services to all at risk ABAWDs. Note that since Wisconsin re-implemented the ABAWD work requirement

in 2015 this has not happened and all FoodShare recipients requesting FSET services have been offered a slot.

Table F.II. Information about the size of the ABAWD population

Question	Number
I. How many ABAWDs did you serve in E&T in the previous FY?	6,000
II. How many SNAP recipients are expected to be ABAWDs this fiscal year? This should be an unduplicated count. If an individual is an ABAWD at any time during the fiscal year, they would be counted only once. Note: This should be consistent with the projected number of ABAWDs shown on Table H row 11 in the Excel Workbook.)	78,300
III. How many ABAWDs will meet the criteria of an at-risk ABAWD? This should be an unduplicated count. If an individual is an at-risk ABAWD at any time during the fiscal year, they would be counted only once. (Note: This should be consistent with the projected number of at-risk ABAWDs shown on Table H row 14 in the Excel Workbook.)	57,538
IV. Number of at-risk ABAWDs averaged monthly? This should be annual total from line (III) divided by 12.	4,795

Table F.III. Available Qualifying Activities

When considering all the qualifying activities that the pledging State agency intends to offer to at-risk ABAWDs, provide a projected estimate for each category below.

	Expected average monthly slots available to at-risk ABAWDs	Expected average monthly slots offered to at-risk ABAWDs	Expected monthly at-risk ABAWD participation for plan year
SNAP E&T	12,000	8,000	4,000
All other programs outside of SNAP E&T	3,000	1,000	0
Total slots across all qualifying activities	15,000	9,000	4,000

Table F.IV. Estimated cost to fulfill the pledge

	Value
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I.	What is the projected total cost to serve all at-risk ABAWDs in your State?	\$18,009,000
II.	Of the total in (I), what is the total projected administrative costs of E&T?	\$15,996,000
III.	Of the total in (I), what is the total projected costs for participant reimbursements in E&T?	\$2,013,000

k) Explain the methodology used to determine the total cost to fulfill the pledge.

The total cost to fulfill the Pledge is a combination of two factors:

1. The estimated average cost per member, based upon FFY2024 estimate (\$313/member).
2. The number of potential at-risk ABAWDS expected in the State during FFY 2024 (57,583).

Multiplying these two numbers together ($\$313 * 57,583$) yields a total of \$18,009,000.

G. Component Detail

The goal of this section is to provide a comprehensive description of E&T program components and activities that the State agency will offer. A State agency's E&T program must include one or more of the following components: supervised job search; job search training; workfare; work experience or training; educational programs; self-employment activities; or job retention services. The State agency should ensure that the participation levels indicated in this section align with other sections of the State Plan, such as the projected participant levels in Section H – Estimated Participant Levels.

Complete the following questions for each component that the State agency intends to offer during the fiscal year.

I. Non-Education, Non-Work Components

Complete the tables below with information on each non-education, non-work component that the State agency intends to offer during the fiscal year. ***If the State does not plan to offer one of the components in the table, please leave the cells blank.*** For each component that is offered, the State should include the following information:

- **Summary of the State guidelines implementing supervised job search (applies to SJS only).** This summary of the State guidelines, at a minimum, must describe: The criteria used by the State agency to approve locations for supervised job search, an explanation of why those criteria were chosen, and how the supervised job search component meets the requirements to directly supervise the activities of participants and track the timing and activities of participants.
- **Direct link (applies to SJS only).** Explain how the State agency will ensure that supervised job search activities will have a direct link to increasing the employment opportunities of individuals engaged in the activity (i.e. how the State agency will screen to ensure individuals referred to SJS are job ready and how the SJS program is tailored to employment opportunities in the community).
- **Description of the component (applies to JST, SET, and Workfare).** Provide a brief description of the activities and services.
 - **For JR Only:** Provide a summary of the activities and services. Include a description of how the State will ensure services are provided for no less 30 days and no more than 90 days.

- **Target population.** Identify the population that will be targeted. Include special populations such as ABAWDs, Returning Citizens, Homeless, Older Disconnected Youth, etc.
- **Criteria for participation.** What skills, knowledge, or experience is necessary for participation in the component? For example, literacy or numeracy levels, recent labor market attachment, computer literacy etc.
- **Geographic area.** Where will the component be available (statewide, regional, counties, localities not covered by ABAWD waivers, areas covered by American Job Centers, etc.).
- **E&T providers.** Identify all entities that will provide the service.
- **Projected annual participation.** Project the number of unduplicated individuals.
- **Estimated annual component costs.** Project only administrative costs

Table G.I. Non-Education, Non-Work Component Details: Supervised Job Search

Details	Supervised Job Search (SJS)
Description of the component	<p>The supervised job search component is for participants engaged in supervised job search. Agencies assist job search participants in applying job seeking skills with the goal of securing employment. State approved locations for supervised job search vary by region. Regional vendors select the locations such as onsite computer labs, if available, and public libraries based on what is available in the region. DHS decided to allow variation in approved locations throughout the State to meet the individual needs of each region. Vendors may use online tracking software that allows participants to conduct job search training from any location. The software allows the vendor to directly supervise the participants' online job search activities. Vendors supervise and track the time and activities of participants through job search logs and other direct forms of supervision.</p>
Direct link	<p>Case management is an integral part of all our FSET components, including supervised job search. Case managers meet with supervised job search participants at least monthly (oftentimes weekly) to monitor and assist participants in their job search progress. Case managers and job developers also assist participants in the following ways:</p> <ul style="list-style-type: none"> • Employability assessments • Local labor market information • Job leads and job referrals • Job development and job placement, as needed • Working directly with employers and establishing relationships to advocate for FSET participants
Target population	All FS recipients for whom this component meets their employment related strengths, needs, and preferences.
Criteria for participation	To participate in Supervised Job Search case managers, ensure the participant has the skills required to participate including necessary technological skills, websites, and other resources. This could also include literacy and job readiness. If individuals do not meet the required criteria, case managers are instructed to assign a different activity
Geographic area	Statewide
E&T providers	All E&T regional vendors in WI.
Projected annual participation	10,261
Estimated annual component costs	\$18,962,328

Table G.II. Non-Education, Non-Work Component Details: Job Search Training

Details	Job Search Training (JST)
Description of the component	<p>The job search training component is for participants who need general guidance with the job search process. Agencies assist job search training participants in developing, practicing, and applying job seeking skills with the goal of securing employment. This includes:</p> <ul style="list-style-type: none"> • Assistance with applications and resume development • Interviewing skills, including mock interviewing
Target population	All FS recipients for whom this component meets their employment related strengths, needs, and preferences.
Criteria for participation	FoodShare members need limited skills to participate in this component. Case managers will evaluate on an ongoing basis whether forward momentum is being made through ongoing assessments. Case managers will assist participants with computer literacy skills required to move into the Supervised Job Search component leading to employment.
Geographic area	Statewide
E&T providers	All E&T regional vendors in WI.
Projected annual participation	639
Estimated annual component costs	\$223,412

Table G.III. Non-Education, Non-Work Component Details: Job Retention

Details	Job Retention (JR)
Description of the component	<p>Job retention includes job retention reimbursement for reasonable and necessary expenses to assist individuals in maintaining employment, and case management services that address workplace demands and employer expectations. FSET staff currently offer job retention for 90 days. The Feb 2021 FSET Handbook release instructed workers not to disenroll participants from job retention prior to 30 days. FSET workers currently reach out at least monthly to all job retention participants. At orientation and ongoing case management appointments case managers discuss the benefits of job retention services with FSET participants.</p> <p>During annual monitoring, state staff review job retention assignments to ensure participants receive job retention services for no less 30 days and no more than 90 days</p>
Target population	FSET participants who have gained employment through FSET.
Criteria for participation	Successfully gained employment after participation in an FSET component. FSET agencies are encouraged to assist participants in obtaining sustainable employment leading to long term careers. FSET agencies will discuss options in terms of participating in job retention for minimum wage jobs. FSET agencies are required to establish relationships with local employers to facilitate successful transition to employment for FSET participants.
Geographic area	Statewide
E&T providers	All regional E&T providers.
Projected annual participation	3,774
Estimated annual component costs	\$792,540

Table G.IV. Non-Education, Non-Work Component Details: Self-Employment Training

Details	Self-Employment Training (SET)
Description of the component	<p>The only activity within the self-employment training component is self-employment training. It is a qualifying activity in which FSET participants receive technical assistance for designing and operating their own business.</p> <p>Individualized technical assistance is provided for new and existing businesses in the following areas:</p> <ul style="list-style-type: none"> • Creating a business plan to develop or expand a small business • Conducting feasibility studies to determine viability of the product or service • Locating or maintaining financial resources, including low-cost loans and grants • Developing or expanding successful marketing strategies • Resolving credit problems • Navigating state and federal regulations
Target population	All FS members with well thought out self-employment business ideas.
Criteria for participation	A self-employment business idea. Case managers will independently evaluate on a case-by-case basis the skills required to operate a self-employment business. Case managers will refer individuals to specific activities to build the skills required for the individual's self-employment plan.
Geographic area	Statewide
E&T providers	All regional E&T providers
Projected annual participation	128
Estimated annual component costs	\$403,200

Table G.V. Non-Education, Non-Work Component Details: Workfare

Details	Workfare (W)
Description of the component	<p>Workfare provides participants the opportunity to learn new job skills and establish work references. The primary goal of workfare is to improve employability and encourage individuals to move into regular employment while returning something of value to the community. Workfare assignments may not replace or prevent regular employment and must provide the same benefits and working conditions provided to regular employees performing comparable work for comparable hours.</p> <p>Workfare sites and assignments vary by vendor. Each vendor establishes relationships with various employers throughout their community and formalize the relationship with a written agreement to be an FSET Workfare site.</p> <p>FSET participants are provided with a list of available Workfare sites and assignments to a specific Workfare site are mutually agreed upon in the participant's Employment Plan.</p>
Target population	Foodshare members with limited work experience or a significant lapse in employment.
Criteria for participation	The skills and knowledge will vary by workfare site. For example, if a workfare site at a call center is available to participants, prior to assigning a FSET participant to the call center workfare site, the FSET case manager will evaluate whether the participant has the interpersonal skills, sufficient computer literacy, as well as any other skills listed by the workfare site.
Geographic area	Statewide
E&T providers	All regional E&T providers.
Projected annual participation	77
Estimated annual component costs	\$158,088

II. Educational Programs

Complete the tables below with information on each educational program component that the State agency intends to offer during the fiscal year. ***If the State does not plan to offer one of the components in the table, please leave the cells blank.*** For each component that is offered, the State should include the following information:

- **Description of the component.** Provide a summary of the activities and services.
- **Target population.** Identify the population that will be targeted. Include special populations such as ABAWDs, Returning Citizens, Homeless, Older Disconnected Youth, etc.
- **Criteria for participation.** What skills, knowledge, or experience is necessary for participation in the component? For example, literacy or numeracy levels, recent labor market attachment, computer literacy etc.
- **Geographic area.** Where will the component be available (statewide, regional, counties, localities not covered by ABAWD waivers, areas covered by American Job Centers, etc.).
- **E&T providers.** Identify all entities that will provide the service.
- **Projected annual participation.** Project the number of unduplicated individuals.
- **Estimated annual component costs.** Project only administrative costs.
- **Not supplanting:** Federal E&T funds used for activities within the education component must not supplant non-Federal funds for existing educational services and activities. For any education activities, provide evidence that costs attributed to the E&T program are not supplanting funds used for other existing education programs.
- **Cost parity:** If any of the educational services or activities are available to persons other than E&T participants, provide evidence that the costs charged to E&T do not exceed the costs charged for non-E&T participants (e.g. comparable tuition).

Table G.VI. Educational Program Details: Basic/Foundational Skills Instruction

Details	Basic/Foundational Skills Instruction (includes High School Equivalency Programs) (EPB)
Description of the component	All activities within the education component are qualifying activities. Educational activities must have a direct link to employment. Basic/Foundational Skills Instruction activities include Adult Basic Education, General Education Development, High School Equivalency, Job Readiness/Motivation, Job Skills Training Program, and Language/Literacy.
Target population	All FS recipients for whom this component meets their employment related strengths, needs, and preferences.
Criteria for participation	Criteria for participation in this component will vary on the assigned Basic/Foundational Skills Instruction activity. Oftentimes for Basic/Foundational Skills instruction, there are not prerequisites for participation as they are <i>basic</i> skills. FSET agencies will assist the participant through their activity assignment with at least monthly check-ins and provide any reasonable and necessary participant reimbursements for participation in the Basic Skills Instruction activity.
Geographic area	Statewide.
E&T providers	All regional E&T providers.
Projected annual participation	5,410
Estimated annual component costs	\$8,767,752
Not supplanting	The High School Equivalency Diploma and General Educational Development are not entitlements in Wisconsin. FSET funds are used to pay for these activities after grants and other financial assistance options are exhausted.
Cost parity	Prior to paying for any educational program, FSET agencies research the cost of attendance for non-E&T participants and ensure the FSET agency is paying comparable tuition or less than comparable tuition than is required for non-E&T participants.

Table G.VII. Educational Program Details: Career/Technical Education Programs or other Vocational Training

Details	Career/Technical Education Programs or other Vocational Training (EPC)
Description of the component	<p>All activities within the education component are qualifying activities. Career/technical education is short-term competency based, with a hands-on experience emphasis and a quantifiable measurement of success. The measurements of success will vary depending on the career/technical education program. Career and technical educational programs are available through TPP providers as well as local technical colleges. Our FSET vendors have established partnerships with local colleges to help participants obtain certifications and credentials. FSET vendors shared examples of career and technical education programs including but not limited to certifications, classes, and coursework in the following fields: automotive technology, business, call center, CDL, childcare, CNC, culinary, construction, cosmetology, healthcare (CBRF, CMA, CNA, phlebotomy), information technology, manufacturing, medical coding/billing, office administration, service & hospitality industry, welding.</p> <p>FSET vendors have built strong relationships with WIOA to leverage the benefits of co-enrollment. Other vendors are co-located with WIOA and/or jointly provide WIOA services.</p>
Target population	All FS recipients for whom this component meets their employment related strengths, needs, and preferences.
Criteria for participation	Criteria for participation in this component will vary on the assigned Career/Technical Education Programs or other Vocational Training activity. FSET agencies will assist the participant through their activity assignment with at least monthly check-ins and provide any reasonable and necessary participant reimbursements for participation in the Basic Skills Instruction activity.
Geographic area	Statewide
E&T providers	All regional E&T providers.
Projected annual participation	1,667
Estimated annual component costs	\$7,141,428
Not supplanting	FSET funds are used to pay for these activities after grants and other financial assistance options are exhausted. Case managers assist participants in applying for educational financial assistance when applicable.

Cost parity	Prior to paying for any educational program, FSET agencies research the cost of attendance for non-E&T participants and ensure the FSET agency is paying comparable tuition or less than comparable tuition than is required for non-E&T participants.
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Table G.VIII. Educational Program Details: English Language Acquisition

Details	English Language Acquisition (EPEL)
Description of the component	All activities within the education component are qualifying activities. Educational activities must have a direct link to employment. English Language Acquisition (EPEL) activities include Language/Literacy.
Target population	FSET participants with Limited English Proficiency.
Criteria for participation	Case managers will assign this activity to participants who need assistance learning English to expand their employment opportunities.
Geographic area	Statewide.
E&T providers	All regional E&T providers.
Projected annual participation	447
Estimated annual component costs	\$1,076,376
Not supplanting	FSET funds are used to pay for these activities after grants and other financial assistance options are exhausted. Case managers assist participants in applying for educational financial assistance when applicable.
Cost parity	Prior to paying for any educational program, FSET agencies research the cost of attendance for non-E&T participants and ensure the FSET agency is paying comparable tuition or less than comparable tuition than is required for non-E&T participants.

Table G.IX. Educational Program Details: Integrated Education and Training/Bridge Programs

Details	Integrated Education and Training/Bridge Programs (EPIE)
Description of the component	Bridge programs can vary depending on the population served. Bridge programs are offered to upper-level students in high school soon to be entering their first year of college. Bridge programs are also transitional programs for students who typically hold a two-year college degree and seek to obtain a four-year or graduate degree.
Target population	All FS recipients for whom this component meets their employment related strengths, needs, and preferences. Specifically, participants who are in high school and soon to be entering college or participants who hold a 2-year degree who are seeking a 4 year or graduate degree.
Criteria for participation	The criteria for participation in this component will vary greatly by the bridge program activity that is assigned. For example, if a nursing bridge program is offered, case managers will research the skills, knowledge, and experience necessary to participate in the nursing bridge program. If a participant does not meet the standards for the program, the FSET case manager will assign the participant to other activities to gain the required skills for the nursing program.
Geographic area	Statewide.
E&T providers	All regional E&T providers in WI.
Projected annual participation	3
Estimated annual component costs	\$223,421
Not supplanting	FSET funds are used to pay for these activities after grants and other financial assistance options are exhausted. Case managers assist participants in applying for educational financial assistance when applicable.
Cost parity	Prior to paying for any educational program, FSET agencies research the cost of attendance for non-E&T participants and ensure the FSET agency is paying comparable tuition or less than comparable tuition than is required for non-E&T participants.

Table G.X. Educational Program Details: Work Readiness Training

Details	Work Readiness Training (EPWRT)
Description of the component	Work Readiness Training is intended for FSET participants exploring their career interests and advancement opportunities. Activities within the Work Readiness Training component are qualifying activities and include career planning.
Target population	All FS recipients for whom this component meets their employment related strengths, needs, and preferences.
Criteria for participation	The criteria for participation in this component will vary greatly by the work readiness training activity that is assigned. Case managers will work together with participants assigned to these activities to assist participants in getting ready for employment. Minimal skills, knowledge, or experience are required for this component.
Geographic area	Statewide
E&T providers	All regional E&T providers.
Projected annual participation	6,181
Estimated annual component costs	\$13,239,702
Not supplanting	FSET funds are used to pay for these activities after grants and other financial assistance options are exhausted. Case managers assist participants in applying for educational financial assistance when applicable.
Cost parity	Prior to paying for any educational program, FSET agencies research the cost of attendance for non-E&T participants and ensure the FSET agency is paying comparable tuition or less than comparable tuition than is required for non-E&T participants.

Table G.XI. Educational Program Details: Other

Details	Other (EPO): State agency must provide description
Description of the component	N/A

Target population	
Criteria for participation	
Geographic area	
E&T providers	
Projected annual participation	
Estimated annual component costs	
Not supplanting	
Cost parity	

III. Work Experience (WE)

Work experience is divided into two subcomponents per 7 CFR 273.7(e)(2)(iv): Work activity (WA) and Work-based learning (WBL). WBL activities like internships, apprenticeships, and on-the-job training, among others, may provide wages subsidized by the E&T program. In order to capture information about WBL activities that may be subsidized or unsubsidized by E&T, there are two sets of tables below for each kind of WBL activity – the first group of tables are for activities not subsidized by E&T (e.g. Work-based learning – Internships) and the second group of tables are for activities subsidized by E&T (e.g. Work-based learning – Internships - Subsidized by E&T). Note that subsidized means programs where E&T funding is used to subsidize wages of participants. Subsidized in this context does not mean programs where participants receive a subsidized wage from another source.

Work Activity and Unsubsidized WBL Components

Complete the tables below with information on Work Activity and each unsubsidized WBL component that the State agency intends to offer during the fiscal year. ***If the State does not plan to offer one of the components in the table, please leave the cells blank.*** For each component that is offered, the State should include the following information:

- **Description of the component.** Provide a summary of the activities and services.
- **Target population.** Identify the population that will be targeted. Include special populations such as ABAWDs, Returning Citizens, Homeless, Older Disconnected Youth, etc.
- **Criteria for participation.** What skills, knowledge, or experience is necessary for participation in the component? For example, literacy or numeracy levels, recent labor market attachment, computer literacy etc.
- **Geographic area.** Where will the component be available (statewide, regional, counties, localities not covered by ABAWD waivers, areas covered by the American Job Centers, etc.).
- **E&T providers.** Identify all entities that will provide the service.
- **Projected annual participation.** Project the number of unduplicated individuals.
- **Estimated annual component costs.** Project only administrative costs.

Table G.XII. Work Experience: Work Activity

Details	Work Activity (WA)
Description of the component	<p>Work activity provides an individual with an opportunity to acquire the general skills, knowledge, and work habits necessary to obtain employment and is performed in exchange for SNAP benefits. The purpose of work activity is to improve the employability of those who cannot find unsubsidized full-time employment. Work activity involves working off the household benefit, therefore it is not possible for an individual to volunteer for additional hours of work activity beyond the number of hours equal to the household's allotment for that month divided by the higher of the applicable federal or State minimum wage. Work activity ends when the household benefit has been worked off, but this would not be sufficient for an ABAWD to meet the ABAWD work requirement. If an ABAWD does work activity for their benefit divided by the minimum wage and it is, for example, only 6 hours a week, then the ABAWD must find 14 additional hours per week of work or a different qualifying activity.</p> <p>Examples of work activity sites FSET agencies partner with to help clients gain skills and experience include but are not limited to: various community partner organizations, local Boys and Girls Clubs, Salvation Army, St. Vincent de Paul, Goodwill Industries, Habitat for Humanity, food pantries, Meals on Wheels, homeless shelters, public libraries, humane societies, United Way, the Restore, senior centers, and some agencies even offer opportunities within the FSET office. Our vendors work diligently to maintain strong business and community relationships to ensure participants have a vast selection of worksites to choose from.</p>
Target population	All FS recipients for whom this component meets their employment related strengths, needs, and preferences.
Criteria for participation	Criteria for participating in the work activity component will vary by activity assigned. This component provides basic level information; therefore, will generally have very minimal skills, knowledge, or experience to effectively participate. FSET case managers will gauge what additional activities are required for participation in a work activity if it is deemed to be necessary.
Geographic area	Statewide
E&T providers	All regional E&T providers.
Projected annual participation	64
Estimated annual component costs	\$354,816

Table G.XIII. Work Experience: Internship

Details	Internship (WBLI)
Description of the component	The internship component is for participants seeking short-term work experience to get entry-level exposure to a particular industry or field. It is as much of a learning experience as it is work. Ideally, interns spend their time working on relevant projects, learning about the field, making industry connections, and developing both hard and soft skills. Internships sometimes even lead to full-time job offers.
Target population	All FS recipients for whom this component meets their employment related strengths, needs, and preferences.
Criteria for participation	The criteria for participation will vary depending on the internship industry or field. For example, if a marketing internship is offered, case managers will research the skills, knowledge, and experience necessary to participate in the marketing internship. If a participant does not meet the standards for the program, the FSET case manager will assign the participant to other activities to gain the required skills for the nursing program.
Geographic area	Statewide
E&T providers	All regional E&T providers.
Projected annual participation	28
Estimated annual component costs	\$128,576

Table G.XIV. Work Experience: Pre-Apprenticeship

Details	Pre-Apprenticeship (WBLPA)
Description of the component	<p>Pre-Apprenticeship is an opportunity to help E&T participants gain the necessary skills for an apprenticeship. These programs can play a valuable role in preparing E&T participants for a career, while contributing to the development of a diverse and skilled workforce. After completing the program, participants can visit our Registered Apprenticeship page and put their new skills to action.</p> <p>Numerous pre-apprenticeships and apprenticeships exist across the state of WI that are available to FSET participants.</p>
Target population	All FS recipients for whom this component meets their employment related strengths, needs, and preferences.
Criteria for participation	<p>The criteria for participating in a pre-apprenticeship/apprenticeship will vary depending on the field of interest. If an E&T participant is interested in becoming an arborist or working in construction but doesn't have the developed skills, a pre-apprenticeship or apprenticeship (depending on skill level and requirements of the trade) can connect the participant with local employers and begin their training toward career goals.</p> <p>Many apprenticeship and pre-apprenticeship programs are offered through the Wisconsin Technical College System. Criteria for participation can be found online or contacting the college directly. These criteria will vary based on program and are evaluated as a part of case management.</p>
Geographic area	Statewide
E&T providers	All regional E&T providers.
Projected annual participation	48
Estimated annual component costs	Included in the cost of apprenticeship.

Table G.XV. Work Experience: Apprenticeship

Details	Apprenticeship (WBLA)
Description of the component	Apprenticeships offer numerous benefits to both employers and jobseekers. Apprenticeship is post- secondary education like a college or university. But apprentices learn only a portion of their skills in a
	<p>traditional classroom. They receive most of their training on-the-job, while working for an employer who pays a good wage. The employment is the primary requirement for an apprenticeship - a job must exist for the apprentice to be trained.</p> <p>Numerous pre-apprenticeships and apprenticeships exist across the state of WI that are available to FSET participants.</p>
Target population	All FS recipients for whom this component meets their employment related strengths, needs, and preferences.
Criteria for participation	<p>The criteria for participating in a pre-apprenticeship/apprenticeship will vary depending on the field of interest. If an E&T participant is interested in becoming an arborist or working in construction but doesn't have the developed skills, a pre-apprenticeship or apprenticeship (depending on skill level and requirements of the trade) can connect the participant with local employers and begin their training toward career goals.</p> <p>Many apprenticeship and pre-apprenticeship programs are offered through the Wisconsin Technical College System. Criteria for participation can be found online or contacting the college directly. These criteria will vary based on program and are evaluated as a part of case management.</p>
Geographic area	Statewide
E&T providers	All regional E&T providers.
Projected annual participation	48
Estimated annual component costs	\$216,384

Table G.XVI. Work Experience: On-the-Job Training

Details	On-the-Job-Training (WBLOJT)
Description of the component	The on-the-job-training component is delivered while an FSET participant is performing tasks or processes related to their occupation. The FSET participant typically performs tasks that are essential to their job function with the supervision of a manager, coach, or mentor. This type of training is typically used to broaden an employee's skill set and to increase productivity.
Target population	All FS recipients for whom this component meets their employment related strengths, needs, and preferences.
Criteria for participation	The criteria for the on-the-job training component will vary by employment sector. However, the FSET participant will generally have a base level of knowledge for the sector in which they are entering on-the-job-training. FSET Case Managers will use information provided by DWD and the specific employer to inform them of the skills necessary for a particular on-the-job training placement and work with participants to ensure they meet required criteria.
Geographic area	Statewide
E&T providers	All regional E&T providers.
Projected annual participation	8
Estimated annual component costs	\$18,480

Table G.XVII. Work Experience: Transitional Jobs

Details	Transitional Jobs (WBLTJ)
Description of the component	Transitional Jobs programs are government-sponsored employment programs for unemployed individuals in which the state subsidizes short-term work opportunities that can be paid and must include training and placement in either public, private, and non-profit sectors.
Target population	All FS recipients for whom this component meets their employment related strengths, needs, and preferences.

Criteria for participation	Criteria for participating will depend on the employment sector. FSET Case managers will collaborate with their local workforce development board as well as employers to ensure FSET participants have the skills, knowledge, and experience required to fulfill the duties of their on-the-job-training placement.
Geographic area	Statewide
E&T providers	All regional E&T providers.
Projected annual participation	6
Estimated annual component costs	\$43,512

Table G.XVIII. Work Experience: Work-based learning - Other

Details	Work-based learning - Other (WBLO): State agency must provide description
Description of the component	<p>Trial Employment Match Program (TEMP) is a W-2 employment position that provides subsidized work for applicants or ongoing W-2 participants that are not quite ready for unsubsidized employment but can succeed in a subsidized job with some assistance. The TEMP program is designed to give participants paid work experience, training, and case management so that participants develop both the hard and soft skills needed to obtain unsubsidized employment in those same fields. An individual working in a TEMP job earns at least minimum wage, and the W-2 agency subsidizes all or a portion of the hourly wages paid to the individual by the employer.</p> <p>A TEMP job can last for a maximum of six months with an opportunity for a three-month extension. (See 7.3.5.1.2) A custodial parent may take part in more than one TEMP job, but may not exceed a total of 24 months of participation in TEMP. (See 7.3.6)</p> <p>An NCP meeting eligibility for W-2 case management services (see 7.5.1) may take part in only one TEMP job, provided that the NCP has not exceeded the 24-month TEMP time limit.</p>
Target population	FS members who are co-enrolled in W-2.
Criteria for participation	Must meet the requirements to qualify for the W-2 program.
Geographic area	Statewide
E&T providers	All regional E&T providers.
Projected annual participation	13
Estimated annual component costs	\$73,892

Subsidized WBL Components

For assistance with developing the State’s E&T SWBL budget, please refer to the optional SWBL tool on the Operating Budget Excel Workbook.

For all of the included subsidized components, the State agency attests to the following:	Check Box
Will pay the individual a wage at least equal to the State or Federal minimum wage, whichever is higher.	<input type="checkbox"/>
Operates in compliance with all applicable labor laws.	<input type="checkbox"/>
Will not displace or replace existing employment of individuals not participating in E&T.	<input type="checkbox"/>
Provides the same benefits and working conditions as non-E&T participants doing comparable work for comparable hours.	<input type="checkbox"/>

Complete the tables below with information on each subsidized WBL component that the State agency intends to offer during the fiscal year. **If the State does not plan to offer one of the components in the table, please leave the cells blank.** For each component that is offered, the State should include the following information:

- **Description of the component.** Provide a summary of the activities and services.
- **Target population.** Identify the population that will be targeted. Include special populations such as ABAWDs, Returning Citizens, Homeless, Older Disconnected Youth, etc.
- **Criteria for participation.** What skills, knowledge, or experience is necessary for participation in the component? For example, literacy or numeracy levels, recent labor market attachment, computer literacy etc.
- **Geographic area.** Where will the component be available (statewide, regional, counties, localities not covered by ABAWD waivers, areas covered by the American Job Centers, etc.).
- **E&T providers.** Identify all entities that will provide the service.
- **Projected annual participation.** Project the number of unduplicated individuals.
- **Estimated annual component costs.** Project only administrative costs.
- **Length of time the SWBL will run.** Indicate the maximum number of hour participants can receive SWBL (e.g. 300 hours). Indicated if there is variation in how many hours will be offered to participants.
- **What other administrative costs, if any, will be associated with the SWBL.** Examples include workers compensation, payroll taxes paid by the employer, and costs, direct or indirect costs associated with training and administering the SWBL.

Table G.XIX. Subsidized Work Experience: Internship – Subsidized by E&T

Details	Internship – Subsidized by E&T (WBLI - SUB)
Description of the component	
Target population	
Criteria for participation	
Geographic area	
E&T providers	
Projected annual participation	
Estimated annual component costs	
Length of time the SWBL will run	
Other administrative costs associated with SWBL	

Table G.XX. Subsidized Work Experience: Pre-Apprenticeship– Subsidized by E&T

Details	Pre-Apprenticeship– Subsidized by E&T (WBLPA-SUB)
Description of the component	
Target population	
Criteria for participation	
Geographic area	
E&T providers	
Projected annual participation	
Estimated annual component costs	
Length of time the SWBL will run	
Other administrative costs associated with SWBL	

Table G.XXI. Subsidized Work Experience: Apprenticeship – Subsidized by E&T

Details	Apprenticeship – Subsidized by E&T (WBLA- SUB)
Description of the component	
Target population	
Criteria for participation	
Geographic area	
E&T providers	
Projected annual participation	
Estimated annual component costs	
Length of time the SWBL will run	
Other administrative costs associated with SWBL	

Table G.XXII. Subsidized Work Experience: Transitional Jobs – Subsidized by E&T

Details	Transitional Jobs – Subsidized by E&T (WBLTJ - SUB)
Description of the component	
Target population	
Criteria for participation	
Geographic area	
E&T providers	
Projected annual participation	
Estimated annual component costs	
Length of time the SWBL will run	
Other administrative costs associated with SWBL	

Table G.XXIII. Subsidized Work Experience: Work-based learning - Other - Subsidized by E&T

Details	Work-based learning - Other -Subsidized by E&T (WBLO - SUB): State agency must provide description)
Description of the component	
Target population	
Criteria for participation	
Geographic area	
E&T providers	
Projected annual participation	
Estimated annual component costs	
Length of time the SWBL will run	
Other administrative costs associated with SWBL	

H. Estimated Participant Levels

Complete the Estimated Participant Levels sheet in the Excel Workbook projecting participation in E&T for the upcoming Federal FY. Use the numbers in the Excel Workbook as a reference to answer the question below.

- a) If less than 20% of E&T participants are expected to receive participant reimbursements, please provide an explanation.

N/A

I. Contracts/Partnerships

For each partner/contractor that receives more than 10% of the E&T operating budget, complete the table below. If all partners receive less than 10% of the budget, provide the information in the table for the five providers who receive the largest total amount of E&T funding. Partners are the entities that the State agency has contracted with or has agreements (MOUs or MOUAs) with for the delivery of E&T services. All partner contracts must be available for inspection by FNS as requested. (Note: All E&T partners and contracts will be included in the Contract and Partnership Matrix in the Operating Budget Excel Workbook.)

Table I.I. Contractor/Partner Details

Contract or Partner Name:	MAXIMUS
Service Overview:	<p>WDA-02 includes Milwaukee, Wisconsin’s largest city. WDA-02 works with area agencies to coordinate services and educate partner providers on services offered through FSET. WDA-02 provides FoodShare members with opportunities to gain skills, training, and experience needed to improve employment opportunities. WDA-02’s customized FSET program focuses on identifying the strengths, needs, and preferences of participants and offering individualized services to improve job-seeking skills and increase employment opportunities.</p> <p>WDA-02 begins working with the participant once a FoodShare member is referred to WDA-02 to receive FSET services by his or her local IM agency. Following are the initial steps in the process:</p> <p>FSET participants who face barriers that make it difficult to access WDA-02 such as limited access to transportation, a computer, or a telephone are provided with reasonable accommodations and supportive services to enable individuals to enroll and participate in FSET activities. Reasonable accommodations include using community resources to provide transportation, if available, or traveling to a mutually agreed upon location that is conducive to providing confidential services to the member. WDA- 02 also provides translation services for FSET participants with limited English proficiency.</p> <p>The FSET participant’s orientation is followed by an individualized assessment, which is used to identify the strengths, needs, and preferences of the FSET participant. Assessment results may also reveal the need for FSET supportive services or for a referral to other services to address participant needs that are outside the scope of FSET.</p>

	<p>The individualized assessment may include the following activities:</p> <ul style="list-style-type: none"> • Identifying job readiness, level of job-seeking skills, and other potential barriers to employment such as housing, transportation, family, or legal issues. • Gathering information about the participant— such as education levels and career aptitude— directly from the participant or through informal or formal assessment. <p>Information gathered through the assessment process is used to create the participant’s employment plan. WDA-02 conducts reassessments on an ongoing basis to determine whether any additional support, changes to the employment plan, or changes to assigned activities are needed. Follow-up assessments may indicate whether current activities or support should be increased, decreased, or eliminated.</p> <p>The employment plan identifies the FSET components, or program activities, which the FSET participant will engage in to achieve the goals identified in his or her plan. WDA-02’s relationships with local employers play a critical role in providing access to program activities that will be most beneficial to the applicant. Some of these activities include Supervised Job Search, Education and Vocational Training, Workfare, Work Experience, and Self-Employment Training.</p> <p>Supervised Job search and job search training activities are designed to help participants prepare for work by addressing barriers to successful employment. WDA-02 works with participants to develop, practice, and apply job-seeking skills.</p> <p>Supervised Job search and job training activities may include:</p> <ul style="list-style-type: none"> • Receiving assistance with applications and resume development • Learning and practicing interviewing skills, including mock interviewing, • Evaluating labor market information. Following up on job leads and job referrals, • Job development and job placement. <p>Educational activities include Adult Basic Education (ABE) classes, basic workplace literacy classes, English as a Second Language (ESL) classes, High School Equivalency</p>
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	<p>Program (HSEP) classes, short- term training certification, some types of post- secondary education, and work readiness training.</p> <p>Vocational training activities improve employability by providing training in a skill or trade, thereby allowing the participant to move directly and promptly into high- demand employment.</p> <p>WDA-02 works with local employers to design customized job skills training programs based on the skill needs of employers in the local labor market.</p> <p>WDA-02 also partners with local technical colleges to get participants enrolled in certificate programs and other trainings. As a result of both types of partnerships, participants have benefited from trainings in a variety of fields including:</p> <ul style="list-style-type: none"> • Certified nursing assistant (CNA) training • Skills trade apprenticeships • Data entry training • ServSafe licensing • IT help desk training • Commercial driver license (CDL) training • Customer service training • Pharmacy tech training • Call center skills training • Welding training • Licensed practical nurse (LPN) training • Medical coding training • Automotive technician training • Radiography training <p>The trainings and certification opportunities help participants prepare for high-demand jobs in Wisconsin in the construction industry, information technology field, health care fields, and sales.</p> <p>Workfare provides participants with the opportunity to learn new job skills and establish work references at a nonprofit work site.</p> <p>Work experience offers the opportunity for job shadowing or a short-term placement in an actual work or training setting. The benefits of work experience include exposing participants to a variety of work options, improving employability, and helping ease the participant's transition into regular employment.</p> <p>Self-employment Training activities focus on providing technical assistance to FSET participants starting their own</p>
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	<p>businesses. Individualized technical assistance is provided in the following areas:</p> <ul style="list-style-type: none"> • Creating a business plan to develop a small business, • Conducting feasibility studies to determine viability of the product or service, • Locating financial resources, including low-cost loans and grants, • Developing successful marketing strategies, • Resolving credit problems, • Navigating state and federal regulations, • Providing ongoing technical assistance for up to 90 days after starting a business. <p>WDA-02’s role does not stop at employment. WDA-02 offers supportive services for participants who have secured employment through participation in the FSET program. Individuals are eligible for job retention services for 90 days and are provided for a minimum of 30 days. Individuals who receive job retention services are usually not participating in other FSET activities. In some cases, job retention services are provided after the individual has left the FoodShare program.</p> <p>Job retention support includes reimbursement for reasonable and necessary expenses to help the participant retain employment, such as required clothing, equipment, or tools; relocation expenses; childcare; and transportation. Job retention may also include case management services that address workplace demands and employer expectations.</p> <p>WDA-02 tracks participation hours in CARES Worker Web (CWW) FSET Tool using information submitted on job logs and attendance records from worksites and education and training programs. WDA-02 reports the hours to the IM agency monthly. WDA- 02 also reports information such as employment, change of address, or information that may assist the IM agency in making an exemption determination.</p>
Intermediary:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Components Offered:	SJS, JST, JR, SET, WF, EPB, EPC, EPEL, EPIE, EPWRT, WA, WBLI, WBLOJT, WBLPA, WBLTJ, WBLO
Credentials Offered:	Numerous – it depends on what is being offered each month. DHS is working with the vendor to verify the credentials offered in the Region.
Participant Reimbursements Offered:	All listed in E. XVII Participant Reimbursements section.

Location:	Milwaukee
Target Population:	All FS members over the age of 16.
Monitoring of contractor:	<p>DHS has formalized its contract monitoring review process. This process includes:</p> <ul style="list-style-type: none"> • Monthly Report Monitoring of participant enrollment and activities. • FSET vendor invoices review • Desk Reviews • Onsite Visits
Ongoing communication with contractor:	DHS communicates policy changes through Operation Memos, FSET Handbook, and follow up directly with the agency through monitoring letters. DHS also meets regularly with vendors to discuss policy and process.
Total Cost of Agreement:	\$16,517,833
Eligible for 75 percent reimbursement for E&T Services for ITOs:	Yes <input checked="" type="checkbox"/> No
New Partner:	Yes <input checked="" type="checkbox"/> No

Table I.II. Contractor/Partner Details

Contract or Partner Name:	Dane County
Service Overview:	DCDHS provides the full array of FSET services in Region 10 primarily through subcontractors. Forward Service Corporation provides base FSET services in our 6 counties. Additionally, we have nine Third Party Programs that offer services through the local/federal match. These programs expand the scope of activities, accessibility, and credentials by either serving a targeted population and/or offering subject expertise. We also work with many community partners, including tech colleges, non-profit agencies, United Way, and our local Workforce Development Board. DCDHS provides both FSET and Income Maintenance programming, enabling strong efficiency and coordination of services.
Intermediary:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Components Offered:	SJS, JST, JR, SET, WF, EPB, EPC, EPEL, EPIE, EPWRT, WA, WBLI, WBLOJT, WBLPA, WBLTJ, WBLO
Credentials Offered:	Numerous – it depends on what is being offered each month. DHS is working with the vendor to verify the credentials offered in the Region.
Participant Reimbursements Offered:	All listed in E. XVII Participant Reimbursements section.
Location:	Madison, WI
Target Population:	All FS members over the age of 16.
Monitoring of contractor:	DHS has formalized its contract monitoring review process. This process includes: <ul style="list-style-type: none"> • Monthly Report Monitoring of participant enrollment and activities • FSET vendor invoices review • Desk Reviews • Onsite Visits
Ongoing communication with contractor:	DHS communicates policy changes through Operation Memos, FSET Handbook, and follow up directly with the agency through monitoring letters. DHS also
Total Cost of Agreement:	\$4,431,092
Eligible for 75 percent reimbursement for E&T Services for ITOs:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
New Partner:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

J. Budget Narrative and Justification

Provide a detailed budget narrative that explains and justifies each cost and clearly explains how the amount for each line item in the operating budget was determined. Note that the E&T State plan is a public document and must be made available to the public upon request, so the budget should not identify individual names or salaries that are not subject to public disclosure requirements. State agencies should note that the direct costs noted below are exclusively those attributed to the State and local SNAP agencies.

Table J.I. Direct Costs

<p>Salary/Wages: List staff positions in FTE and time spent on the project. Example: E&T Program Manager - \$60,000 x .50 FTE = \$30,000 5 E&T Counselors - \$25,000 x 1.00 FTEs x 5 = \$125,000</p>	<p>Program and Policy Analysts-\$72,800 x 2.0 FTE=\$145,600</p> <p>Systems and Data Specialist-\$72,800 x .20 FTE=\$14,560</p> <p>Training and Communications-\$72,800 x .20 FTE=\$14,560</p> <p>Budget and Policy Analyst-\$72,800 x .8 FTE= \$58,240</p> <p>Program Management-\$187,200 x .70 FTE= \$131,040</p> <p>Fiscal and Contract Manager-\$93,600 x .1 FTE=\$9,360</p> <p>Contract Specialists-\$72,800 x 1.5 FTE= \$109,200</p> <p>Call Center Coordinator-\$72,800 x .08 FTE=\$5,824</p>
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	<p>Contracted Staff- \$104,423 x 2.5 FTE= \$261,059</p> <p>Therefore, total salaries/wages is \$749,443</p>
<p>Fringe Benefits: If charging fringe and benefits to the E&T program, provide the approved fringe rate.</p>	<p>40.53% Therefore, total salaries are \$749,443 x 40.53% fringe rate = \$303,749</p>
<p>Contractual Costs: All contracts and partnerships should be included in the “contracts and partnerships” matrix of the E&T State Plan Operating Budget Workbook. Briefly summarize the type of services contractors/partners will provide, such as direct E&T program services, IT services, consulting, etc.</p>	<p>\$36,558,741</p> <p>100% E&T services</p>
<p>Non-capital Equipment and Supplies: Describe non-capital equipment and supplies to be purchased with E&T funds.</p>	<p>\$237,500 Comprised of the following: \$157,500 cost allocated to FSET using an approved cost allocation plan, including general office supplies, rent, telecommunications, computers and network access, software, and internal services such as security and human resources. The remaining \$80,000 is for workers compensation coverage for FSET participants in a workfare or work experience placement, as required by Wisconsin Statute. The amount billed to FSET is calculated quarterly based on the average monthly count of individuals in the qualifying placements</p>

	for the period.
<p>Materials: Describe materials to be purchased with E&T funds.</p>	<p>All materials expenses are subsumed in Contractual Costs above</p>
<p>Travel & Staff Training: Describe the purpose and frequency of staff travel charged to the E&T program. This line item should not include E&T participant reimbursements for transportation. Include planned staff training, including registration costs for training that will be charged to the E&T grant.</p>	<p>\$64,567</p> <p>Travel budget provides \$30,817 for DHS FSET contract monitoring visits to the 11 multi-county service regions and one Tribal nation, bi-monthly in-person Tribal FSET Vendor meetings, as well as participation in the workforce conferences described below. State of Wisconsin rates apply to all travel. Mileage rate is \$.51 per mile; lodging is \$98 per person per night (except Milwaukee, Waukesha, and Racine Counties which are \$103); and meals are \$10 for breakfast, \$12 for lunch, and \$23 for dinner.</p> <p>Registration costs and number of DHS staff expected to attend conferences:</p> <p>WETA (Wisconsin Employment and Training Association) – Registration fee \$225, People 6, Total registration= \$1,350</p> <p>Wisconsin Social Services Association (WSSA), Registration fee \$170, People 5,</p>

	<p>Total Registration= \$850</p> <p>Workforce Innovation and Opportunity Act (WIOA) – Registration fee \$100, Total Registration \$600.</p> <p>FY2025 SNAP Employment and Training National Forum – GSA M&IE per diem rates \$59.25/day for two travel days and \$79 for full days, \$261 per night, flight \$350, People 6 (including 4 covered by State Exchange funds) = \$3,446</p> <ul style="list-style-type: none"> • Wisconsin Employment and Training Association (WETA) annual conference provides resources, networking opportunities, and training for employment and training professionals. • Wisconsin Social Services Association (WSSA) conference provides a connection to Wisconsin’s Human Service program
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	<p>and providers and helps to shape policies and practices to ensure effective services to people throughout Wisconsin.</p> <ul style="list-style-type: none">• Workforce Innovation and Opportunity Act (WIOA) roundtable provides an opportunity for Wisconsin's FSET program to learn from Wisconsin WIOA's progress helping job seekers access education, training, and supportive services to succeed in the labor market.• SNAP Employment and Training National Forum- opportunity to network and engage with peers and subject matter experts in SNAP E&T across the nation. <p>Budget also provides \$33,750 for a statewide FSET technical assistance conference hosted by DHS at an offsite convention facility. Estimated attendance is 150 including personnel from FSET contracting agencies</p>
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	and DHS. Cost includes one night lodging, one day of meals, and mileage estimated at \$185/day x 150 people = \$27,750 plus \$6,000 for meeting space for a total of \$33,750.
Building/Space: If charging building space to the E&T program, describe the method used to calculate space value.	Included in cost allocation under Supplies and Services.
Equipment & Other Capital Expenditures: Describe equipment and other capital expenditures over \$5,000 per item that will be charged to the E&T grant. (In accordance with 2 CFR 200.407, prior written approval from FNS is required.)	None

- a) **Indirect Costs.** Indirect costs (also called overhead costs) are allowable activities that support the E&T program, but are charged directly to the State agency. If using an indirect cost rate approved by the cognizant agency, include the approval letter as an attachment to the E&T State plan.

DHS has an approved indirect cost rate of 6.70%, applied to the base of direct salaries. Salaries of \$1,355,259 x 6.7% = \$90,802. The US Department and Health and Human Services is the cognizant agency for DHS and this rate reflects the most recent Certification provided to DHHS Cost Allocation Services.

- b) **Participant Reimbursements (Non-Federal plus 50 percent Federal reimbursement).** Participant reimbursements should include the total participant reimbursement amount from the contracts/partners matrix of the E&T State Plan Operating Budget Excel Workbook, as well as any participant reimbursements the State agency plans to provide.

a. **Dependent Care (Contractual).** Budget totals \$516,518. Regional providers and Tribal agencies are responsible for administering reimbursement for participants' allowable dependent care expenses. The budgeted amounts reflect current dependent care spending trends.

b. **Transportation and Other Costs (Contractual).** Budget totals \$4,268,320. Administering reimbursement for participants' allowable FSET expenses is the responsibility of the regional providers and Tribal agencies.

c. **State Agency Cost for Dependent Care Services** There is no budget for agency dependent care costs.

