



**State of Wisconsin
Department of Health Services**

Tony Evers, Governor
Andrea Palm, Secretary

**Advisory Notification of Calendar Year 2021
Contract Covering Social Services and Community Aids Allocations**

DATE: 10/15/2021

TO: County Board Chairpersons
County Departments of Community Programs Directors
County Departments of Developmental Disabilities Services Directors
County Departments of Human Services Directors
County Departments of Social Services Directors

FROM: Julie A. Willems Van Dijk, Deputy Secretary
Office of the Secretary
Department of Health Services

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10/20/2020

The purpose of this memo is to assist our county partners with their budget preparations by providing the calendar year (CY) 2021 Social Services and Community Aids Allocations for the Department of Health Services (DHS). The base State and County Grant Award Contract will establish a contractual relationship between your county agency and DHS.

Please see below for details regarding the basic county allocation (BCA) and the categorical programs. For reference, the following documents are posted on the [DHS State County webpage](#):

- This memorandum, which provides information regarding the CY 2021 Social Services and Community Aids Allocations; and
- The CY 2021 County Social Services and Community Aids Allocations spreadsheet, which lists the funds allocated to each of the programs below.

Open Public Participation Process

Counties must meet the requirements in Wis. Stat. § 46.031(3) for Departmental approval of an open public participation process. Contact your Area Administrator with any questions.

The Wisconsin Board for People with Developmental Disabilities (WBPDD)

Under Wis. Stat. § 51.437(7)(a), WBPDD has review and advisory responsibilities on community budgets and plans for programs affecting persons with developmental disabilities. The Board will issue instructions which enable it to carry out these responsibilities.

Basic County Allocation (561)

The CY 2021 allocations reflect the available federal funding. The basic county allocation is a block grant to counties for human services programs. The allocation is funded with 81 percent general purpose revenue (GPR), 12 percent federal Social Services Block Grant (SSBG), and 7 percent federal Temporary Assistance for Needy Family (TANF) funds. The preliminary CY 2021 basic county allocation award level is based on the estimated FFY 21 SSBG award level; the actual award level depends on action by Congress for the federal fiscal year (FFY) 21 federal budget. The overall increase to the basic county allocation for CY 2021 is estimated to be .04 percent compared to CY 2020.

BCA less Match (561)

This is the BCA with the State match portion of the BCA removed. If a county does not spend county matching funds, it is still eligible to receive the funds identified based upon reimbursable Community Aids expenses.

State Match/County Match (681)

This amount is based upon 9.89 percent of all match funds.

Total Match

This is the sum of all Community Aids funds which are subject to county match.

Community Mental Health (516)

County allocations are provided for Community Mental Health profile 516. Expenses reported on this profile in excess of the contract award will roll to Profile 561 (BCA) where payment shall be made in accordance with the established practice of that profile. The allocations for CY 2021 will be limited to three-twelfths of the contract with the balance paid after June 30, 2021, based upon reported costs up to the contract level.

Community Mental Health Services Block Grant (569)

Funding is unchanged from CY 2020.

Substance Abuse Prevention and Treatment Block Grant (SAPTBG) Primary Prevention Activities (570)

Starting in 2019, the Substance Abuse Prevention & Treatment Block Grant (SAPTBG) Community Aids program was split into three profiles. Profile 570 provides primary prevention services. A minimum of 20 percent of the SAPTBG community allocation funds must be set aside on primary prevention programs for individuals who do not require treatment for substance use disorder. Primary prevention programs are for individuals who do not require treatment for a substance use disorder. Such programs and activities may include education, mentoring, and other activities designed to reduce the risk of substance use disorders by individuals. Note: Early intervention activities and SBIRT (screening, brief intervention, and referral to treatment) are not eligible “primary prevention” programs or activities. The appendix clarifies the county responsibilities and includes contact information to assure counties and their subcontractors comply with the federal law.

Substance Abuse Prevention and Treatment Block Grant AODA Treatment and Other Services (545)

The SAPTBG Community Aids program has been split into three profiles. Profile 545 provides treatment and other services. SAPTBG Community Aids funds may be expended for substance use disorder treatment, and general (non-primary) prevention, early intervention, recovery support and training/system improvement programs and activities that are designed for or target persons with substance use disorders. This category does **not** include programs and services that fall within the 20 percent Primary Prevention set aside category (Profile #570) or fall within the 10 percent Women’s Treatment set aside category (Profile 546). The appendix clarifies the county responsibilities and includes contact information to assure counties and their subcontractors comply with the federal law.

Substance Abuse Prevention and Treatment Block Grant AODA Women’s Treatment Services (546)

The SAPTBG Community Aids program has been split into three profiles. Profile 546 provides women’s treatment services. A minimum of 10 percent of the SAPTBG Community Aids funds must be set aside to provide comprehensive substance use disorder treatment, and general (non-primary) prevention and

recovery support programs and services targeting women and their dependent children, including pregnant and postpartum women and their dependent children. This includes programs and services targeting pregnant women who inject drugs. This category does **not** include primary prevention programs or services targeting men or children. The appendix clarifies the county responsibilities and includes contact information to assure counties and their subcontractors comply with the federal law.

APS-Adult Protective Services (312)

The Adult Protective Services allocation is awarded to each county. Expenses reported on this profile in excess of the contract award will roll to Profile 561 (BCA) where payment shall be made in accordance with the established practice of that profile. These additional funds are available to be used for reimbursement of expenses incurred by the county for the purpose and services listed in the scope of work appendix. The allocations for January 1 in this profile include payments through June 30, 2021, are limited to six-twelfths of the contract with the balance paid after June 30, 2021, based on reported costs up to the contract level.

Non-Resident Emergency Detention - 997 (931)

A request for reimbursement of emergency detention services must be submitted on DHS Form F-20572—Request for State Public Funding for Non-Residents. . Funds will be approved monthly on a person-by-person basis. Reimbursement will be made on CARS Profile 931..

Children’s Community Options Program (377) Wis. Stat. § 46.272

Funding previously allocated to a county through the Family Support program has been moved to the new Children’s Community Options Program (CCOP). COP funds identified for children for all counties transitioned to the long term care programs has also been moved to the new Children’s COP. These funds may be used by the county only in accordance with DHS numbered memos, the Department CCOP guidelines and procedures, the Department MA waiver manual, numbered CCOP information bulletins, and the approved county CCOP plans which are by reference part of this contract. Children’s COP expenses will be reported on CARS profile 377, and should include CCOP funding that is used for match in the Children's Long-Term Support Home and Community-Based Medicaid waivers. When reporting these match expenses to CCOP an offset expense should be reported to the BCA. CCOP expenses that are used for non-waiver services must be reported to HSRS Long Term Support module (refer to Children’s Long-Term Support informational memos for further reporting instructions). The allocations for January 1 in this profile include payments through June 30, 2021, and are limited to four-twelfths of the contract with the balance paid after June 30, 2021, based on reported costs up to the contract level.

Carry-Over Children’s COP Wis. Stat. § 46.272(13)(e)

The Carry-Over Children’s Community Options Program (CCOP) program was created by the 2015 Wisconsin Act 55 and became effective January 1, 2016. The Department shall, at the request of a county, carry forward up to 5 percent of the amount allocated under this subsection to the county for a calendar year if up to 5 percent of the amount so allocated has not been spent by the county by December 31 of that year, for use by the county in the following calendar year, except that the amount carried forward shall be reduced by the amount of funds that the county has notified the Department that the county wishes to place in a risk reserve under par. (f). The Department may transfer funds within Wis. Stat. § 20.435(4)(bd) to accomplish this purpose. An allocation under this paragraph does not affect a county's base allocation under this subsection and shall lapse to the general fund unless expended within the calendar year to which the funds are carried forward. A county may not expend funds carried forward under this paragraph for administrative or staff costs, except administrative or staff costs that are associated with implementation of the waiver under sub. (14) and approved by the Department.

Birth to Three (550)

The allocations for January 1, 2021 include payments through June 30, 2021, and are limited to six-twelfths of the contract with the balance paid after June 30, 2021, based upon reported costs up to the contract level. Counties should report only expenses that have not been reimbursed through other sources of revenue, such as private insurance, Medicaid services, parental cost share, etc.

Children's Long-Term Support (CLTS) (877, 878, 882, and 923)

The Department is transitioning the CLTS waiver program to a statewide budgeting and wait list management system in CY 2021. Under this system, the County will not be given a CLTS service allocation limit and the County is no longer financially responsible for CLTS waiver service expenditures beyond their CLTS maintenance of effort (MOE) requirement. Accordingly, the non-reimbursable CLTS CARS profiles used to track CLTS service expenditures are no longer necessary. The following CARS profiles will not be used to report CLTS service expenditures incurred after CY 2020:

- CLTS-Waiver service profiles (CARS 870, 871, and 872)
- CLTS-Grandfathered service profiles (CARS 873, 874, and 875)
- CLTS BCA match profiles (CARS 818, 819, and 820)
- CLTS CCOP match profiles (CARS 821, 822, and 823)
- CLTS CWA match profiles (CARS 827, 828, and 829)
- CLTS local match cash back profiles (CARS 918, 919, and 921)

The County remains responsible for ensuring that only appropriate and allowable CLTS Waiver Program services are authorized and reimbursed via the CLTS third party administrator.

CLTS MOE contributions will now be made through a single, lump-sum direct payment. The Department will request this lump-sum payment via an invoice issued during the third quarter of the contract year. CLTS MOE contributions may be reported to CARS profile 377 (Children's Community Options Program) or to CARS profile 561 (Basic County Allocation) as allowable and reimbursable expenditures.

Beginning in CY 2021, all CLTS parental payment liability collections will be reported to CARS profile 882 and transferred to the Department. The County will no longer keep any CLTS parental liability collections and CARS profile 883 will no longer be used.

In prior years, CLTS cost share obligations were collected from the County during the year-end CLTS reconciliation using CARS profiles 827, 828, 829, and 921. Since CARS profiles 827, 828, 829, and 921 are being removed, a new CARS profile (CARS 923) has been created to collect CLTS cost share obligations. The Department will report to CARS 923 based upon cost share information submitted by the County during the year-end CLTS reconciliation similar to the process used to collect CLTS cost share obligations in previous years. The County should not report to CARS profile 923 without Department approval.

The CLTS-Waiver and CLTS-Grandfathered administrative allocations (CARS 877/878 and CARS 880/881 respectively) have been combined into a single set of CARS profiles (CARS 877 / 878). The initial CY 2021 allocation amounts for CARS 877 / 878 are based upon the combined, pre-reconciled, CY 2020 CLTS-Waiver and CLTS-Grandfathered administrative allocations.

Reimbursement for CLTS waiver administrative expenses may not exceed seven percent of allowable CLTS service costs without an approved administrative variance.

Coordinated Services Team Initiatives (515)

The CY 2021 estimated allocations per county is \$60,000 and all currently funded counties' funding is included in this memo. In addition, the Division of Care and Treatment Services will be issuing another

request for applications to allow those counties not currently funded another opportunity to apply for funding in 2021. Any new contracts from that solicitation will be contracted separately.

Urban Youth Primary Substance Use Prevention (589)

The CY 2021 allocation per county is \$50,000. All currently funded counties who complete an approved work plan and budget will be funded in 2021. The purpose of these funds is to provide primary substance use prevention services for youth in grades K-12 in an urbanized area.

Intoxicated Driver Program – Supplemental/Emergency Funds (567)

Wis. Stat. § 20.435(5) appropriates funds for counties to cover unanticipated deficit for the treatment costs of impaired drivers. Counties may apply for these funds to offset their deficits. The Division of Care and Treatment Services will issue a numbered memo in the fall of 2020 when the revenue is made available to request these funds.

Counties will be required to submit a request in the same way as in previous years. However, in 2021, the Division is incorporating these funds in the State County contract process. The allocation for each county will initially be \$0. After the completion of the request for application process, the Division will provide contract amendments to each county awarded the supplemental funds.

Methamphetamine Treatment Grant (544)

Methamphetamine Treatment grant will be used to fund matrix model contingency management and other evidence-based treatment services approved by the contract administrator. Counties receiving these additional funds will require a separate work plan and budget regarding evidence based treatment services for methamphetamine contracts.

Temporary Assistance to Needy Families (TANF) Alcohol and Other Drug Abuse (AODA) Treatment County (535)

These additional funds will be used by the county only for the following purposes and under the following service conditions: In accordance with your application submitted under statewide solicitation of grant applications for Temporary Assistance for Needy Families (TANF) and community-based alcohol and other drug abuse treatment programs. All of these additional GPR funds must be used by the county for substance use disorder services for TANF-eligible individuals and their families, parents with minor child(ren) who reside in the household, pregnant women, and non-custodial parents of minor children, involved in multiple systems and in need of treatment for substance use disorder.

Questions

If you have any questions, please contact your [DHS Area Administration Office](#).