

**DEPARTMENT OF CHILDREN AND FAMILIES**

Regional Operations

Jeff Pertl  
Secretary- Designee**DEPARTMENT OF HEALTH SERVICES**

Area Administration

Kirsten Johnson  
Secretary**State of Wisconsin**Tony Evers  
Governor

**DHS and DCF COUNTY AGENCY REPORTS  
DUE TO REGIONAL OR CENTRAL OFFICE IN 2026**

<b>Item</b>	<b>Due Date</b>	<b>Agency</b>	<b>Report</b>
1		DHS	DPH Local Public Health Departments 2026 Consolidated Contract Overview Full List of Funding and Due Dates located here: <a href="#">Division of Public Health Grants and Contracts System</a>
2	February 27	DHS	APS Direct Service Expenditures Report Contact: <a href="mailto:gena.schupp@dhs.wisconsin.gov">gena.schupp@dhs.wisconsin.gov</a>
3	February 28 + Monthly	DCF	January 2026 TSSF (Monthly) Cost Report <b>Note:</b> This report is due in SPARC by the 28th of each month in 2026; follows SPARC report <a href="https://dcfspark.wisconsin.gov/payment-schedule">https://dcfspark.wisconsin.gov/payment-schedule</a> Contact: <a href="mailto:DCFTSSF@wisconsin.gov">DCFTSSF@wisconsin.gov</a>
4	February 28	DCF	2025 Final Child Support Expense Report Submit Report Through SPARC Portal Contact: <a href="mailto:DCFFinanceGrants@wisconsin.gov">DCFFinanceGrants@wisconsin.gov</a>
5	February 28	DCF	2025 Final County Expense Report for DCF Human Services Submit Report Through SPARC Portal Contact: <a href="mailto:DCFFinanceGrants@wisconsin.gov">DCFFinanceGrants@wisconsin.gov</a>
6	February 28	DCF/DHS	Final 2025 DCF/DHS Shared Cost Report Submit Report Through SPARC Portal Contact: <a href="mailto:DCFFinanceGrants@wisconsin.gov">DCFFinanceGrants@wisconsin.gov</a>

7	February 28	DCF	TSSF annual report for CY 2026 (reporting period January 1 – December 31, 2025) Contact: <a href="mailto:DCFTSSF@wisconsin.gov">DCFTSSF@wisconsin.gov</a>
8	March 1	DCF	Child Support Cooperative Agreements Contact: <a href="#">DCF Regional Child Support Coordinators</a>
9	March 13	DCF	2025 Promoting Safe and Stable Families (PSSF) Annual Report Contact: <a href="mailto:DCFPSFstatecoordinator@wisconsin.gov">DCFPSFstatecoordinator@wisconsin.gov</a>
10	March 25	DHS	Final Human Services Programs Cost Report CY2025 Email Report to: <a href="mailto:DHS600RCARS@dhs.wisconsin.gov">DHS600RCARS@dhs.wisconsin.gov</a>
11	End of March	DHS	Final IM-RMS Direct Expense Report Email Report to: <a href="mailto:DHS600RCARS@dhs.wisconsin.gov">DHS600RCARS@dhs.wisconsin.gov</a>
12	March 30	DHS	2025 Alzheimer’s Family and Caregiver Support Program Annual Fiscal Report Contact: <a href="mailto:Lynn.Gall@dhs.wisconsin.gov">Lynn.Gall@dhs.wisconsin.gov</a>
13	March 31	DCF	2026 Child Care Fraud Plans Contact: <a href="mailto:childcare@wisconsin.gov">childcare@wisconsin.gov</a>
14	Spring	DHS	CY2024 Cost reporting corrections (if any) for Wisconsin Medicaid Cost Reporting (WIMCR), Comprehensive Community Services (CCS), and Community Recovery Services (CRS). Note: Participation is only required if an agency needs to adjust its prior year cost report. Contact: <a href="mailto:WIMCR@pcgus.com">WIMCR@pcgus.com</a>
15	Spring	DHS	Findings of Non-Compliance Data Clarification Contact: <a href="mailto:DHSB3datamanager@dhs.wisconsin.gov">DHSB3datamanager@dhs.wisconsin.gov</a>
16	April 3	DHS	Birth to 3 Program Reconciliation <a href="mailto:DHSB23Fiscal@dhs.wisconsin.gov">DHSB23Fiscal@dhs.wisconsin.gov</a>
17	April 3	DHS	CLTS CY2025 Reconciliation <a href="mailto:DHSCLTSFiscal@dhs.wisconsin.gov">DHSCLTSFiscal@dhs.wisconsin.gov</a> <a href="mailto:WARP@pcgus.com">WARP@pcgus.com</a>
18	April 3	DHS	CCOP CY2025 Reconciliation <a href="mailto:DHSCLTSFiscal@dhs.wisconsin.gov">DHSCLTSFiscal@dhs.wisconsin.gov</a>
19	April 30	DHS	F-20942 – Expense Report for Human Service Programs Contact: <a href="mailto:daniel.devalve@dhs.wisconsin.gov">daniel.devalve@dhs.wisconsin.gov</a>

20	April 30	DHS	F-22540 – Human Services Revenue Report Contact: <a href="mailto:daniel.devalve@dhs.wisconsin.gov">daniel.devalve@dhs.wisconsin.gov</a>
21	Mid May	DHS	Mental Health Block Grant Community Aids Report F-00251 Contact: <a href="mailto:hannah.foley@dhs.wisconsin.gov">hannah.foley@dhs.wisconsin.gov</a>
22	Mid May	DHS	Final SAP-SIS Submission <a href="https://www.dhs.wisconsin.gov/aoda/sapsis/index.htm">https://www.dhs.wisconsin.gov/aoda/sapsis/index.htm</a> Contact: <a href="mailto:alexandria.berg@dhs.wisconsin.gov">alexandria.berg@dhs.wisconsin.gov</a>
23	Mid May	DHS	Substance Use Block Grant Report Contact: <a href="mailto:alison.elisius@dhs.wisconsin.gov">alison.elisius@dhs.wisconsin.gov</a>
24	Mid May	DHS	F-01684 Community Mental Health Allocation Report Contact: <a href="mailto:hannah.foley@dhs.wisconsin.gov">hannah.foley@dhs.wisconsin.gov</a>
25	Spring/Summer	DHS	Cost reporting <u>begins</u> for CY2025 WIMCR, CCS, and CRS dates of service. Contact: <a href="mailto:WIMCR@pcgus.com">WIMCR@pcgus.com</a>
26	July 1	DCF/DHS	2026 Public Participation Planning Process per Wis. Stat. § 46.031(3) Contact: <a href="#">Regional DCF Area Administrators</a> <a href="#">Regional DHS Area Administrators</a>
27	Summer	DHS	Determinations Contact: <a href="mailto:DHSB3datamanager@dhs.wisconsin.gov">DHSB3datamanager@dhs.wisconsin.gov</a>
28	Summer	DHS	Findings of Non-Compliance issuance Contact: <a href="mailto:DHSB3datamanager@dhs.wisconsin.gov">DHSB3datamanager@dhs.wisconsin.gov</a>
29	Summer	DHS	DHS processes revised CY2024 cost settlements for CCS and CRS. Contact: <a href="mailto:WIMCR@pcgus.com">WIMCR@pcgus.com</a>
30	Mid-September	DHS	Birth to 3 Program Year End Data Certification Contact: <a href="mailto:DHSB3datamanager@dhs.wisconsin.gov">DHSB3datamanager@dhs.wisconsin.gov</a>
31	Due prior to contract implementation	DHS	Audit Waiver Requests <a href="https://www.dhs.wisconsin.gov/document/f-00945">https://www.dhs.wisconsin.gov/document/f-00945</a> Contact: <a href="#">Regional DHS Area Administrators</a>
32	September 25	DCF	CY 2026 Title IV-E Amendments (if any) to: Legal Services, Legal Representation and

			eWiSACWIS Costs Contact: <a href="mailto:DCFIV-EProgram@wisconsin.gov">DCFIV-EProgram@wisconsin.gov</a> Foster Parent Training Contact: <a href="mailto:DCFDSPGeneralFosterCare@wisconsin.gov">DCFDSPGeneralFosterCare@wisconsin.gov</a>
33	September 30	DCF/DHS	Annual Agency Single Audit Report Email to: <a href="mailto:DCFauditors@wisconsin.gov">DCFauditors@wisconsin.gov</a> (DCF) Email to: <a href="mailto:dhsauditors@dhs.wisconsin.gov">dhsauditors@dhs.wisconsin.gov</a> (DHS)
34	October	DHS	Intoxicated Driver Program Supplemental Funds Request Contact: <a href="mailto:katie.behl@dhs.wisconsin.gov">katie.behl@dhs.wisconsin.gov</a>
35	October 31	DCF	CY 2026 Title IV-E Reimbursement Applications Legal Services, Legal Representation and eWiSACWIS Costs Contact: <a href="mailto:DCFIV-EProgram@wisconsin.gov">DCFIV-EProgram@wisconsin.gov</a> Foster Parent Training Contact: <a href="mailto:DCFDSPGeneralFosterCare@wisconsin.gov">DCFDSPGeneralFosterCare@wisconsin.gov</a>
36	October 31	DCF	2025 Child Care Annual Agency Summary (DCF-F-425E) Contact: <a href="#">BRO Child Care Regional Coordinator</a>
37	End of October	DHS	Birth to 3 Program October 1 Child Count Certification Contact: <a href="mailto:DHSB3datamanager@dhs.wisconsin.gov">DHSB3datamanager@dhs.wisconsin.gov</a>
38	November 20	DCF	SFY25Community Intervention Program Final Evaluation Contact: <a href="mailto:DCFYJ@wisconsin.gov">DCFYJ@wisconsin.gov</a>
39	November 30	DHS	2027 Alzheimer’s Family and Caregiver Support Program Annual Budget Contact: <a href="mailto:Lynn.Gall@dhs.wisconsin.gov">Lynn.Gall@dhs.wisconsin.gov</a>
40	December	DHS	DHS processes first-time CY2025 cost settlements for WIMCR, CCS, and CRS, and revised CY2024 cost settlements for WIMCR. Contact: <a href="mailto:WIMCR@pcgus.com">WIMCR@pcgus.com</a>
41	December 31	DHS	2027 Signed State County Grant Award Contracts for Social Services and Community Programs Contact: <a href="#">Regional DHS Area Administrators</a>

Please note that these dates are intended to be guidelines -- submission dates are subject to change.

Please send updates to [DHSAreaAdmin@wisconsin.gov](mailto:DHSAreaAdmin@wisconsin.gov)

This document meets federal accessibility standards.