

STATE OF WISCONSIN

Department of Health Services
Division of Enterprise Services

MEMO SERIES DES 2011-01 /ACTION
September 16, 2011

Re: ADVISORY NOTIFICATION OF
CALENDAR YEAR 2012
CONTRACT COVERING SOCIAL
SERVICES AND COMMUNITY AIDS
ALLOCATIONS

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: Thomas Wieggers, Administrator
Department of Health Services
Division of Enterprise Services



The purpose of this memo is to provide you with your preliminary notification of CY 2012 Social Services and Community Aids Allocations for the Department of Health Services. Counties can use this information to prepare their 2012 budgets. The base State and County Contract will establish a contract between your county agency and the Department. Numbered Memos and contract approval signatures will come from the Department Secretary and/or administrator. All county agencies should continue following program contract requirements as indicated in the 2011 State and County Contract.

The following information is described in this memo:

- I. Information on the 2012 Social Services and Community Aids Allocation
- II. Attachments
 - CY 2012 County Social Services and Community Aids Allocation Spreadsheet

Print Features for CY 2012 Social Services and Community Aids Allocation Excel Spreadsheet

It is possible to print two views of the 2012 Social Services and Community Aids Allocation spreadsheet with just a few clicks of the mouse. You may print the entire spreadsheet, or just the allocations for your county (ies)/agencies on one or two sheets of paper. Once you print your county/agency only, this view will be saved as a new sheet in the same workbook for reuse, planning, or reprinting. This feature requires Office 97 or newer.

I. Information on CY 2012 Social Services and Community Aids Allocations

The attached schedules reflect the anticipated contract amounts for Social Services and Community Aids programs. The CY 2012 allocations identified on the attachment reflect current available funding levels. If any changes are made to DHS funding levels, the 2012 allocation may be adjusted accordingly.

Carry-over Community Aids Funds A county can carry over up to 3% of the following:

Basic County Allocation (BCA)
Alzheimer's Family and Caregiver Support
Community Mental Health Services Block Grant
Substance Abuse Prevention and Treatment Block Grant

The Substance Abuse Prevention and Treatment Block Grant Allocation and Community Mental Health Services Block Grant Allocation funds carried over must be used for their original purpose. The other funds become general carry-over funds and are made available on a one-time basis after the previous years' contract has been reconciled.

Carry-Over Family Support Program

Per the statutes, a county can carry-over up to 5% of its Family Support Funding. This carryover must be used for Family Support Program Services.

Planning and Budgeting Requirements

Counties must meet the requirements in s. 46.031(3) (b) for Departmental approval of a public participation process for counties without a citizen advisory committee. Counties without a citizen advisory committee must use the attached updated version of Form 4 and instructions (Attachment I - Public Participation Planning Process).

Finally, it should be noted that the Board for People with Developmental Disabilities (WBPDD), under s. 51.437(7) (a), Wisconsin Stats., 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.

ALLOCATION INFORMATION - SOCIAL SERVICES - COMMUNITY SERVICES - HUMAN SERVICES

The schedule for distributing DHS allocations to Local Agencies in Calendar Year 2012 (CY12) and subsequent years has changed. All local agencies will receive the full amount of funding expected for Calendar Year 2012 in these profiles. However, DHS will no longer allocate the full calendar year amount in January, as we have done in the past. Instead, DHS will allocate the January – June funding as of January 1st and the remainder as of July 1st. This arrangement is consistent with the distribution schedule implemented for the BCA in CY 11 and the Income Maintenance program in CY 08.

Prepayments will be calculated as 1/12th of the contract amount at the time the prepayments are paid. This is consistent with the current payment processes for the BCA and Income Maintenance programs. Timing of prepayments and cost reimbursements is otherwise unchanged. Payments, including prepayments and cost reimbursements, continue to be limited by the contract amount at the time of payment.

APS-Adult Protective Services (312)

The Adult Protective Services allocation is awarded to each county once Family Care has begun in that county. It does not require a county match. 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 item II of the Appendix O description.

Treatment Alternative Program (576) and Initiatives for Coordinated Services (530)

The allocations for Treatment Alternative Program and Initiatives for Coordinated Services have been based on the allocation arrangement stated in the section at the beginning of this memo titled **ALLOCATION INFORMATION - SOCIAL SERVICES - COMMUNITY SERVICES - HUMAN SERVICES**. The allocations for January 1st in these two profiles also include the full federal funding allocation.

Family Support (577)

Funding is unchanged from CY 2011.

Community Mental Health Services Block Grant (569)

Funding is unchanged from CY 2011.

Substance Abuse Prevention and Treatment Block Grant (570)

Funding is changed from CY 2011.

Title 3C-1 Cong. Meal Program (560350)

The allocations for Title 3C-1 Cong. Meal Program have been based on the allocation arrangement stated in the section at the beginning of this memo titled **ALLOCATION INFORMATION - SOCIAL SERVICES - COMMUNITY SERVICES - HUMAN SERVICES**. The allocations for January 1st in this profile also include the full federal funding allocation.

Alzheimer's Caregiver Support (381)

The 2009-11 biennial budget reduced somewhat funding for the program. To administer the program within the approved budget level, allocations for Family Care expansion counties (i.e., Family Care sites other than the original five pilot sites) are reduced starting 12 months after their Family Care implementation date. The reduced allocations will be approximately 65% of the previous allocations for those counties.

Total Match

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

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 in this column based upon reimbursable Community Aids expenses.

Youth Aids MOE (DSS/HSD Only)

This is the Youth Aids Maintenance of Effort level which is used in computing the state/county match for human services and social services departments.

State Match/County Match (681)

This amount is based upon 9.89% of all matchable funds.

Community Options Program COP (367)

The COP base allocations for counties that completed transition to managed care by CY 2012 have been adjusted to reflect the "leave back" COP calculation. COP expenses are reported on CARS profile 367; this should include the COP funding that is used for match in a waiver program.

COP-Waiver (338 and 339)

Counties that completed transition to managed care prior to CY 2012, have no contract levels.

All COP-Waiver expenses must be reported on CARS profile 337. This profile will allocate the non-federal share and the federal share of expenses based on the current federal percentages to CARS profiles 338 (non-federal) and 339 (federal). CARS profile 338 is contract controlled. The non-federal share of expenses that exceed the COP-Waiver contract level will roll to BCA (profile 561) for payment. The federal share of expenses will be identified and paid on CARS profile 339. The CARS profile 339 is sum sufficient.

For purposes of this notification the state/federal percentage calculation was 39.63% (GPR) and 60.37% (FED). This is the blended rate for CY 11. While this ratio may change depending upon final federal notification, for COP Waiver the non federal share is constant, only the federal share will adjust if a change in the blended rate occurs.

Birth to Three (3) (550)

Funding is unchanged from CY 2010.

Brain Injury Waiver (BIW) (506) and BIW Federal (507)

Reimbursement for BIW Non-Federal (Profile 506) is the state MA GPR portion of average daily claims, which must be less than or equal to the **state per diem rate** (\$180) for program participants.

State funding obligations due to slot activity that has not been included in this notification will either be included in the final CY 12 initial contracts or in a contract amendment processed after January 1, 2012.

The BIW Federal (507) amount includes the federal share of the revenue earned for slots at \$180 per day; the federal share of costs exceeding the **state per diem rate** for the slots at \$180 per day; and the federal portion of estimated claims for local match slots. The profile is sum sufficient.

For purposes of this notification, the federal Medicaid match percentage of 60.37% is used. This ratio may change due to final federal notification and the timing of a county's CARS reporting.

The profile totals do not reflect local matching funds.

CIP IA Non-Federal (580) and CIP IA Federal (581)

The amount calculated for CIP IA Non-Federal (Profile 580) is the total of the state MA GPR portion of the funds available for the slots assigned to these program participants as of July 1, 2011. State funding obligations due to slot activity that has not been included in this notification will either be included in the final CY 12 initial contracts or in contract amendments processed after January 1, 2012.

The federal portion of slot revenue is available on CIP IA Federal (Profile 581). This profile also includes the federal portion of costs above the slot amount. The federal matching percentage may change due to final federal notification and the timing of a county's CARS reporting.

CIP IB Non-Federal (564) and CIP IB Federal (563)

The estimated MA GPR funding the County has been allocated on CIP IB Non-Federal (Profile 564) is based on the number and type of waiver slots in use as of July 1, 2011. The allocation is the sum of the MA GPR portion of the state per diem rate for regular slots and variance specific slots available to counties during calendar year 2012. State funding obligations due to slot activity that has not been included in this notification will either be included in the final CY 12 initial contracts or in a contract

amendment processed after January 1, 2012.

The federal portion of slot revenue is available on CIP IB Federal (Profile 563). This profile also includes the federal portion of average costs for those participants having regular or variance specific slots and the federal portion of total costs for those participants counties have chosen to serve with local revenue. For purposes of this notification the federal percentage of 60.37% has been used. The federal matching percentage may change due to final federal notification and the timing of a county's CARS reporting. This profile is sum sufficient. The profile totals do not reflect local matching funds.

ICFMR Non-Federal (407) and ICFMR Federal (408)

The estimated MA GPR funding the County has been allocated on ICFMR Non-Federal (Profile 407) is based on the number of slots in use as of July 1, 2011. The allocation is the sum of the MA GPR portion of the state per diem rate for regular slots available to counties during calendar year 2011. State funding obligations due to slot activity that has not been included in this notification will either be included in the final CY 12 initial contracts or in a contract amendment processed after January 1, 2012.

The federal portion of slot revenue is available on ICFMR Federal (Profile 408). This profile is sum sufficient.

CIP1B Family Care Transition Non-Federal (410) and CIP1B Family Care Transition Federal (411)

The estimated MA GPR funding the County has been allocated on CIP IB Family Care Transition Non-Federal (Profile 410) is based on the number and type of waiver slots in use as of July 1, 2011. The allocation is the sum of the MA GPR portion of the state per diem rate for regular slots available to counties during calendar year 2011. State funding obligations due to slot activity that has not been included in this notification will either be included in the final CY 12 initial contracts or in a contract amendment processed after January 1, 2012.

The federal portion of slot revenue is available on CIP IB Family Care Transition Federal (Profile 411). For purposes of this notification the federal percentage of 60.37% has been used. The federal matching percentage may change due to final federal notification and the timing of a county's CARS reporting. This profile is sum sufficient.

CIP II (348 and 349)

The amounts shown in this notification are based on caseload information as of July, 2011 and will be updated for the initial CY 12 contracts. Contract value is calculated based on per diem of \$41.86 times 366 days times the number of slots a county currently holds and any additional funding allocated due to nursing home relocations and/or closures. For the purposes of this allocation notification the state/federal split used was 39.63% (GPR) and 60.37% (FED). This is the blended rate for CY 11 and may change depending upon the final federal notification.

This funding does not include person-specific funds associated with moves to waiver counties from a family care county.

Counties will report all CIP II program expenses on CARS Profile 347. CARS Profile 347 will allocate the non-federal share to Profile 348 and the federal share of expenses to Profile 349 based on the current state/federal split. CARS Profile 348 is contract controlled. The non-federal share of expenses that exceed the GPR contract level will roll to the BCA (561) for payment. The federal share of expenses will be identified and paid on CARS Profile 349. This Profile is sum sufficient.

CIP II – Community Relocation Initiative (369 and 370)

The amounts shown in this notification are based on caseload information as of July, 2011 and will be updated for the final CY12 contracts. Contract value is calculated based on the specific per diem awarded to each person times 366 days. For the purposes of this allocation notification the state/federal split used was 39.63% (GPR) and 60.37% (FED). This ratio is subject to change dependent upon the final federal notifications.

Counties will report all CIP II – Community Relocation Initiative expenses on CARS Profile 368. CARS Profile 368 will allocate the non-federal share to Profile 369 and the federal share of expenses to Profile 370 based on the current state/federal split. CARS Profile 369 is contract controlled. The non-federal share of expenses that exceed the GPR contract level will roll to Profile 561 (Base) for payment. The federal share of expenses will be identified and paid on CARS Profile 349. This Profile is sum sufficient.

CIP II – Diversions (375 and 376)

The amounts shown in this notification are based on caseload information available as of July, 2011 and will be updated for the final CY 12 contracts. Contract value is calculated based on per diem of \$85 times 366 days times the number of slots a county held on July, 2011. The state/federal split used for the purposes of this notification was 39.63% (GPR) and 60.37% (FED). This ratio may change based on the final federal notifications.

Counties will report all expenses associated with the CIP II-Diversion program on CARS Profile 374. CARS profile 374 will allocate the non-federal share of expenses to Profile 375 and the federal share of expenses to Profile 376 based on the current state/federal ratio. CARS Profile 375 is contract controlled. The non-federal share of expenses that exceed the GPR contract level will roll to Profile 561 (base) for payment. The federal share of expenses will be identified and paid on CARS Profile 376. This profile is sum sufficient.

CIP II – Family Care Transfers (392 and 393)

The amounts shown in this notification are based on caseload information as of July 1, 2011 and will be updated at the beginning of 2012 to reflect any additional activity. Contract value is calculated based on the specific per diem awarded to each person times 366 days. For the purposes of this allocation notification the state/federal split used was 39.63% (GPR) and 60.37% (FED). This ratio is subject to change dependent upon the final federal notifications.

Counties will report all expenses associated with the CIP II-Family Care Transfers on CARS Profile 391. CARS profile 391 will allocate the non-federal share of expenses to Profile 392 and the federal share of expenses to Profile 393 based on the current state/federal ratio. CARS Profile 392 is contract controlled. The non-federal share of expenses that exceed the GPR contract level will roll to Profile 561 (base) for payment. The federal share of expenses will be identified and paid on CARS Profile 393. This profile is sum sufficient.

Children's Long Term Supports (CLTS)

The estimated GPR funding for the county waiver agency has been allocated to the non-federal, non-reimbursable profiles. The amount for the Autism contracts was developed from the number of CLTS participants enrolled with intensive or ongoing autism funding in the county waiver agency as of June 30, 2011. The amount for the Other contracts was developed from the county waiver agencies' base allocation and crisis slot funding, as of June 30, 2011. The amount available on each non-reimbursable, federal profile includes the federal match of the GPR funds.

Other Programs

The schedule also contains 2012 allocations for programs only available in certain counties. The requirements for these programs are similar to 2011 requirements.

ACTION SUMMARY STATEMENT: Counties are to use this information to prepare their 2012 budgets.

REGIONAL OFFICE CONTACT: Area Administrator

MEMO WEB SITE: <http://dhs.wisconsin.gov/sca>