

Department of Health Services

Linda Seemeyer
Secretary

Department of Children and Families

Eloise Anderson
Secretary



DHS Area Administration

DCF Regional Operations

State of Wisconsin

Scott Walker
Governor

Updated 12-7-17

**DHS/DCF COUNTY AGENCY REPORTS
DUE TO REGIONAL OR CENTRAL OFFICE IN 2018**

	Date	Agency	Report
1)	Reports no longer due – program ending.	DHS	Adult COP Update: Legacy Waiver Counties Only Contact for questions: Sandy.Blakeney@dhs.wisconsin.gov DHSCOP@dhs.wisconsin.gov
2)	February 2	DCF	2017 Independent Living Annual Report (only applicable for counties that have not regionalized) Contact: Emily.Tofte@wisconsin.gov
3)	March 15	DHS	2017 Alzheimer’s Family and Caregiver Support Program Annual Fiscal Report Contact: Lynn.Gall@wisconsin.gov
4)	March 25	DHS	Final Human Services Programs Cost Report CY2017 Contact: DHSDLDESBFSCARS@dhs.wisconsin.gov
5)	March 30	DCF	Final IM-RMS Income Maintenance Report Contacts: Sue.Losen@wisconsin.gov (DCF) Email: DCFfinancegrants@wisconsin.gov
6)	March 30	DCF	Final IM-RMS Direct Expense Report Contacts: Sue.Losen@wisconsin.gov (DCF) Email: DCFfinancegrants@wisconsin.gov
7)	March 30	DCF	2017 Promoting Safe and Stable Families (PSSF) Annual Report Contact: Jamie.Gennrich@wisconsin.gov
8)	March 30	DCF	2018 Child Care Fraud Plans Contact: Molly.Frisch@wisconsin.gov
9)	March 30	DHS	Birth to 3 Program Reconciliation Contact: TBD by December
10)	April 2	DHS	F-01684 Community Mental Health Allocation Report Contact: DonnaM.Wrenn@wisconsin.gov (will change to Heather Leach) https://www.dhs.wisconsin.gov/dcts/memos/201613actionmemo.pdf

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| 11) | April 2 | DCF/DHS | Final DCF/DHS Shared Cost Report
Contacts: Sue.Losen@wisconsin.gov (DCF)
Email: DCFfinancegrants@wisconsin.gov |
| 12) | May 1 | DHS | F-20942 (Formerly DDE942) – Expense Report for Human Service Programs
Contact: Michael.Christopherson@wisconsin.gov |
| 13) | May 1 | DHS | F-22540 (Formerly HSRR) – Human Services Revenue Report
Contact: Michael.Christopherson@wisconsin.gov |
| 14) | May 1 | DHS | Final SAP-SIS Submission
https://www.dhs.wisconsin.gov/aoda/sapsis/index.htm
Contact: Allison.Weber@wisconsin.gov |
| 15) | May 1 | DHS | Substance Abuse Block Grant Report
Contact: Michael.Derr@wisconsin.gov
Counties to submit information via select survey |
| 16) | May 1 | DHS | Mental Health Block Grant Plan & Report
Contact: Ryan.Stachoviak@wisconsin.gov |
| 17) | May 30 | DCF | P.S. and I.H.S.S. Program Quarter 1 cost reporting
Contact: David.Berndt@wisconsin.gov
Email to: DCFPSProgram@wisconsin.gov |
| 18) | July 3 | DHS/DCF | Public Participation Planning Process
Contact: Regional Area Administrator |
| 19) | Early Spring | DHS | CY2016 Cost Report Corrections for WIMCR (Wisconsin Medicaid Cost Reporting)
Contact: WIMCR@pcgus.com |
| 20) | Summer | DHS | CY2017 Cost Reports for WIMCR
Contact: WIMCR@pcgus.com |
| 21) | Early Spring | DHS | CCS CY2016 Cost Settlement Corrections
Contact: WIMCR@pcgus.com |
| 22) | Summer | DHS | CCS CY2017 Cost Settlement
Contact: WIMCR@pcgus.com |
| 23) | Summer | DHS | Community Recovery Services (CRS) CY2017 Cost Settlement Report
Contact: WIMCR@pcgus.com |
| 24) | August 30 | DCF | P.S. and I.H.S.S. Program Quarter 2 cost reporting
Contact: David.Berndt@wisconsin.gov
Email to: DCFPSProgram@wisconsin.gov |
| 25) | Mid-late September | DHS | Birth to 3 Program Year End Data Certification
Contact: Jesse.Vail@wisconsin.gov |

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| 26) | September 28 | DCF | CY 2018 Amendments (if any) to Title IV-E Reimbursement Due for Legal Services, eWiSACWIS Costs and Foster Parent Training
Contact: David.Berndt@wisconsin.gov (Legal Services)
David.Berndt@wisconsin.gov (eWiSACWIS Costs)
Lindsay.Wood@wisconsin.gov (FP Training) |
| 27) | October 1 | DHS | Children's COP Plan
Contact: DHSCCOP@dhs.wisconsin.gov |
| 28) | October 31 | DCF | CY 2019 Title IV-E Reimbursement Applications Due for Legal Services, eWiSACWIS Costs and Foster Parent Training
Contact: David.Berndt@wisconsin.gov (Legal Services)
David.Berndt@wisconsin.gov (eWiSACWIS Costs)
Lindsay.Wood@wisconsin.gov (FP Training) |
| 29) | October 31 | DCF | Child Care Annual Agency Summary (DCF-F-425E) Child Care Fraud Plan
Contact: BRO Child Care Regional Coordinator |
| 30) | October 31 | DCF | IHSS Applications for CY 2019
Contact: Katy.Petershack@wisconsin.gov
Email to: DCFIHSSProgram@wisconsin.gov |
| 31) | November 1 | DHS | Birth to 3 Program October 1 Child Count Certification
Contact: Jesse.Vail@wisconsin.gov |
| 32) | November 21 | DHS | Intoxicated Driver Program Supplemental Funds Request
Contact: LeeAnn.Cooper@wisconsin.gov □ |
| 33) | November 30 | DCF | P.S. and I.H.S.S. Program Quarter 3 cost reporting
Contact: David.Berndt@wisconsin.gov
Email to: DCFPSPProgram@wisconsin.gov |
| 34) | November 30 | DHS | 2019 Alzheimer's Family and Caregiver Support Program Annual Budget
Contact: Lynn.Gall@wisconsin.gov |
| 35) | December 27 | DHS/DCF | 2019 Signed State/County Contracts for Social Services and Community Programs
Contact: Regional Area Administrator |

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

** Please send updates to DHSAreaAdmin@wisconsin.gov