

Emilie Amundson
Secretary



Andrea Palm
Secretary

State of Wisconsin
Tony Evers
Governor

DHS and DCF COUNTY AGENCY REPORTS
DUE TO REGIONAL OR CENTRAL OFFICE IN 2021

Item	Due Date	Agency	Report
1	Monthly	DHS	Supplier Diversity Report Link: Supplier Diversity Power Form Contact: DHSContractCompliance@dhs.wisconsin.gov
2	January 29	DCF	TSSF (Targeted Safety Support) Semi-Annual Program Report Reporting Period July 1, 2021 – December 31, 2021 Contact: DCFTSSF@wisconsin.gov
3	February 26 + Monthly	DCF	January 2021 TSSF (Monthly) Cost Report Note: This report is due in SPARC by the 28th of each month in 2021; follows SPARC report https://dcfsparc.wisconsin.gov/payment-schedule Contact: DCFTSSF@wisconsin.gov
4	March 1	DCF	Child Support Cooperative Agreements Contact: DCF Regional Child Support Coordinators 715-361-7718
5	March 15	DHS	2020 Alzheimer's Family and Caregiver Support Program Annual Fiscal Report Contact: Lynn.Gall@wisconsin.gov
6	March 25	DHS	Final Human Services Programs Cost Report CY2020 Contact: DHSDLDESBFSCARS@dhs.wisconsin.gov
7	March 31	DCF	2021 Child Care Fraud Plans Contact: Molly.Hones@wisconsin.gov
8	March 31	DHS	Final IM-RMS Direct Expense Report Contact: Komlan.Assignon@dhs.wisconsin.gov Email Report to: DHSDLDESBFSCARS@dhs.wisconsin.gov
9	March 31	DCF	2020 Promoting Safe and Stable Families (PSSF) Annual Report Contact: Sarah.hanson1@wisconsin.gov
10	March 31	DCF	2020 Final Child Support Expense Report Submit Report Through SPARC Portal Contact: DCFFinanceGrants@wisconsin.gov

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11	March 31	DCF	2020 Final County Expense Report for DCF Human Services Submit Report Through SPARC Portal Contact: DCFFinanceGrants@wisconsin.gov
12	March 31	DCF/DHS	Final 2020 DCF/DHS Shared Cost Report Submit Report Through SPARC Portal Contact: DCFFinanceGrants@wisconsin.gov
13	Spring	DHS	CY2019 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: WIMCR@pcgus.com
14	Spring/Summer	DHS	Cost reporting <u>begins</u> for CY2020 WIMCR, CCS, and CRS dates of service. Contact: WIMCR@pcgus.com
15	April 2	DHS	Birth to 3 Program Reconciliation Contact: Jeffrey.Blankenheim@dhs.wisconsin.gov Jacobs.jokisch@dhs.wisconsin.gov
16	April 30	DHS	F-20942 – Expense Report for Human Service Programs Contact: Michael.Christopherson@dhs.wisconsin.gov
17	April 30	DHS	F-22540 – Human Services Revenue Report Contact: Michael.Christopherson@dhs.wisconsin.gov
18	May 3	DHS	F-01684 Community Mental Health Allocation Report Contact: Madeline.johnson@dhs.wisconsin.gov
19	May 3	DHS	Mental Health Block Grant Plan & Report Contact: madeline.johnson@dhs.wisconsin.gov
20	May 14	DHS	Final SAP-SIS Submission https://www.dhs.wisconsin.gov/aoda/sapsis/index.htm Contact: Allison.Weber@wisconsin.gov
22	May 14	DHS	Substance Abuse Block Grant Report Contact: Michael.Derr@wisconsin.gov
23	July 1	DCF/DHS	2022 Public Participation Planning Process per Wis. Stat. § 46.031(3) Contact: Regional DCF/DHS Area Administrators
24	July 30	DCF	Initial TSSF (Targeted Safety Support) Program Report Reporting Period January 1, 2021 – June 30, 2021 Contact: DCFTSSF@wisconsin.gov
25	Summer/Fall	DHS	DHS processes revised CY2019 cost settlements for CCS and CRS. Contact: WIMCR@pcgus.com
26	Fall	DHS	Audit Waiver Requests Due prior to contract completion https://www.dhs.wisconsin.gov/forms/f0/f00945.docx Contact: regional_office_area_administrator
27	Mid-late September	DHS	Birth to 3 Program Year End Data Certification Contact: Jacobs.jokisch@dhs.wisconsin.gov

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28	September 30	DCF	CY 2021 Amendments (if any) to Title IV-E Reimbursement Due for Legal Services, Legal Representation, 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 1	DCF/DHS	Annual Agency Single Audit Report Email to: DCFAuditors@wisconsin.gov (DCF) Email to: DHSAuditors@Wisconsin.gov (DHS)
30	October 1	DHS	Children's COP Plan Contact: DHSCCOP@dhs.wisconsin.gov Susan.Larsen@dhs.wisconsin.gov
31	October 29	DCF	CY 2022 Title IV-E Reimbursement Applications (Legal Services, Legal Representation, 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)
32	October 29	DCF	2021 Child Care Annual Agency Summary (DCF-F-425E) Contact: BRO Child Care Regional Coordinator Carla.Sumner@wisconsin.gov
33	October 29	DHS	Birth to 3 Program October 1 Child Count Certification Contact: Jacobs.jokisch@dhs.wisconsin.gov Jeffrey.Blankenheim@dhs.wisconsin.gov
34	November 12	DHS	Intoxicated Driver Program Supplemental Funds Request Contact: Katie.behl@dhs.wisconsin.gov
35	November 30	DHS	2022 Alzheimer's Family and Caregiver Support Program Annual Budget Contact: Lynn.Gall@wisconsin.gov
36	December	DHS	DHS processes first-time CY2020 cost settlements for WIMCR, CCS, and CRS, and revised CY2019 cost settlements for WIMCR. Contact: WIMCR@pcgus.com
37	December 30	DHS	2022 Signed State County Grant Award 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