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State of Wisconsin  
Governor Scott Walker

TO: **W-2 Agencies  
Training Staff**

FROM: Janice Peters, Director  
Bureau of Working Families  
Division of Family and Economic Security  
Department of Children and Families

DFES OPERATIONS MEMO					
No:		13-44			
DATE:		12/23/2013			
FS	<input type="checkbox"/>	MA	<input type="checkbox"/>	BC+	<input type="checkbox"/>
SC	<input type="checkbox"/>	CTS	<input type="checkbox"/>	FSET	<input type="checkbox"/>
BC+ Basic	<input type="checkbox"/>	BC+ CORE	<input type="checkbox"/>		
CC	<input type="checkbox"/>	W-2	<input checked="" type="checkbox"/>	EA	<input type="checkbox"/>
CF	<input type="checkbox"/>	JAL	<input type="checkbox"/>	RAP	<input type="checkbox"/>
Other EP		<input type="checkbox"/> *			

**SUBJECT: Wisconsin Works Trial Jobs Program**

**CROSS REFERENCE:** W-2 Manual, [Chapter 7.3](#)  
Operations Memos [10-72](#), [10-49](#),  
Wis. Stat. [s. 49.147\(3\)](#)  
DCF [101.16\(2\)](#)  
Administrator's Memo [13-08](#)

**EFFECTIVE DATE:** January 1, 2014

**PURPOSE**

The purpose of this memo is to provide an overview of changes to the Wisconsin Works (W-2) Trial Jobs program.

**BACKGROUND**

2013 Wisconsin Act 20 (Act 20) amends Wis. Stat. s. 49.147(3) and renames the Trial Jobs program as Trial Employment Match Program (TEMP). TEMP retains all the same provisions as Trial Jobs except for four modifications regarding who can be provided with TEMP services, the amount of the wage subsidy, the requirements of a participating employer once the TEMP job ends, and the maximum duration of the placement.

While this change is effective January 1, 2014, the Division of Family and Economic Security (DFES) is delaying TEMP implementation until the second quarter of CY2014. (See

Administrator's Memo [13-08](#)) This will allow the Bureau of Working Families (BWF) additional time to develop an implementation plan and to design an evaluation component for the TEMP program prior to implementing the policies and corresponding automation.

## **NEW POLICY**

Effective January 1, 2014:

- The TJB – TRIAL JOB placement type will no longer be available.
- The TJ – TRIAL JOB/PRIVATE EMPLOYER and TP – TRIAL JOB/PUBLIC EMPLOYER activity codes will no longer be available.
- The following forms and publications will be updated to remove Trial Jobs language:
  - Wisconsin Works (W-2) Services [\(P-11890\)](#)
  - Rights and Responsibilities: A Help Guide [\(P-398\)](#)
  - Wisconsin Works (W-2) Participation Agreement [\(F-10755\)](#)
  - Wisconsin Works (W-2) Work Training Site Agreement [\(F-10792\)](#)
- The Wisconsin Works (W-2) Trial Job – Employer Agreement [\(F-10759\)](#) will be obsolete.
- The W-2 Manual will be updated to remove Trial Jobs language. Section 7.3 Trial Jobs (TJB), will be obsolete.
- Courses on the PTS Learning Center will be updated to remove training material related to Trial Jobs.

## **AGENCY ACTION**

A W-2 participant in a Trial Job placement may continue with the Trial Job on January 1, 2014, under the existing Trial Job employer agreement until the W-2 participant leaves the job or until the Trial Job subsidy ends, whichever occurs first. W-2 agencies may access Trial Jobs policies under the W-2 Manual release number [13-03](#).

W-2 agencies will not be able to create new TJB placements or assign TJ or TP activities on January 1, 2014.

## **CONTACTS**

For W-2 Policy Questions in the Balance of State: Bureau of Regional Operations, W-2 Regional Coordinators

For W-2 Policy Questions in Milwaukee: Milwaukee Operations Section Regional Administrators

For W-2 CARES Processing Questions: W-2 Help Desk

\*Program Categories: FoodShare (FS), Medicaid (MA), BadgerCare Plus (BC+), Senior Care (SC), Caretaker Supplement (CTS), Child Care (CC), Wisconsin Works (W-2), FoodShare Employment and Training (FSET), BadgerCare Plus Basic (BC+ Basic), BadgerCare Plus Core (BC+ Core), Children First (CF), Emergency Assistance (EA), Job Access Loan (JAL), Refugee Assistance Program (RAP), Other Employment Programs (Other EP).

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