



State of Wisconsin
Governor Scott Walker

DEPARTMENT OF HEALTH SERVICES
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TO: **Income Maintenance Supervisors**
Income Maintenance Lead Workers
Income Maintenance Staff
W-2 Agencies
Workforce Development Boards
Job Center Leads and Managers
Training Staff
Child Care Coordinators

FROM: Shawn Smith, Bureau Director
Bureau of Enrollment Policy & Systems
Division of Health Care Access and Accountability

DHS OPERATIONS MEMO

No: DHS 14-44

DATE: 10/16/2014

FS	<input checked="" type="checkbox"/>	MA	<input checked="" type="checkbox"/>	BC+	<input checked="" type="checkbox"/>
SC	<input type="checkbox"/>	CTS	<input checked="" type="checkbox"/>	FSET	<input type="checkbox"/>

SUBJECT: Treatment of Transform Milwaukee Jobs Income

CROSS REFERENCE: [FoodShare Handbook 4.3.2.1](#); [BadgerCare + Handbook 16.2](#)

EFFECTIVE DATE: Immediately

PURPOSE:

The purpose of this memo is to communicate FoodShare (FS) and Health Care policy regarding the treatment of income earned from Transform Milwaukee Jobs (TMJ).

BACKGROUND:

2013 Wisconsin Act 20 created Wis. Stat. s. 49.163 and established a permanent transitional jobs program in Milwaukee County. TMJ is similar to the statewide Transitional Jobs Demonstration Project (TJDP) which sunset on June 30, 2013. TMJ offers subsidized wages to low-income adults in select areas of Milwaukee County (MAP of TMJ area http://dcf.wisconsin.gov/w2/pdf/GIS_TMJ_TargetArea_10-08-2013_2.pdf)

POLICY:

Subsidized wages from TMJ are counted as earned income for FoodShare and Caretaker Supplement (CTS), BadgerCare Plus (BC+) and Elderly, Blind or Disabled Medicaid (EBD MA).

CARES:

Income earned through TMJ must be entered into CWW on the Employment page in order to allow the 20% earned income deduction in the FS budget and correctly budget the income for CTS, BC+ and EBD MA. Workers must use the Employment Type of 'T – Trial Job' when entering income from TMJ on the Employment page. When selecting this employment type CWW will count the income as earned income in the FS budget correctly allowing the 20% earned income deduction.

The screenshot shows a web form titled "Employment" with a "Cancel" button and a "Reset" button. The form is divided into three main sections:

- Employment Information:** Includes fields for "Effective Period" with "Begin Month" and "End Month" (MM / YYYY), "Last Updated", and a "Delete Reason" dropdown.
- Employer Information:** Includes fields for "Individual" (dropdown), "Sequence" (0), "SSN" (0), "WI Employer Number", "FEIN" (with search icon), "Employer Name" (Transform Milwaukee Jobs), "Address" (121 First Ave.), "City" (Milwaukee), "State" (WI - WISCONSIN), "ZIP" (53215 -), "Phone" (262 445 1115), and "Fax".
- Employment Description:** Includes fields for "Employee Type" (dropdown), "Job Title for Health Insurance" (dropdown), "Employment Type" (T - TRIAL JOB, highlighted with an arrow), "Verification" (OW - OTHER ACCEPTABLE WRITTEN), "Begin Date" (09 / 01 / 2014), "Verification" (NQ - NOT QUESTIONABLE), and "First Pay Check Date" (09 / 15 / 2014).

After selecting the Employment Type of 'T – Trial Job', enter the subsidy amount the employer receives in the TJB Subsidy field in the Totals and Comments section on the Employment Page.

Totals and Comments		Calculate
▪ Monthly In-kind Amount:	\$ <input type="text"/> . <input type="text"/>	▪ Verification: <input type="text"/>
Total Amount Per Pay Period:	\$ <input type="text"/> . <input type="text"/>	
Monthly MA Gross Amount:	\$ <input type="text"/> . <input type="text"/>	
▪ Override MA Gross Amount:	\$ <input type="text"/> . <input type="text"/>	▪ Verification: <input type="text"/>
Monthly BC+ Pre-Tax Deductions Amount:	\$ <input type="text"/> . <input type="text"/>	
Monthly BC+ Taxable Amount:	\$ <input type="text"/> . <input type="text"/>	
▪ Override BC+ Taxable Amount:	\$ <input type="text"/> . <input type="text"/>	▪ Verification: <input type="text"/>
Monthly Converted Amount:	\$ <input type="text"/> . <input type="text"/>	
Override Converted Amount:	\$ <input type="text"/> . <input type="text"/>	Verification: <input type="text"/>
Monthly Total Hours:	<input type="text"/>	
Monthly Override Hours:	<input type="text"/>	
TJB Subsidy:	\$ <input type="text"/> . <input type="text"/> 	
Comment:	<input type="text"/>	
Current Size = 0 characters (240 characters max.)		

CONTACTS:

BEPS CARES Information & Problem Resolution Center

*Program Categories – FS – FoodShare, MA – Medicaid, BC+ – BadgerCare Plus, SC – Senior Care, CTS – Caretaker Supplement, CC – Child Care, W-2 – Wisconsin Works, FSET – FoodShare Employment and Training, BC+ Core – BadgerCare Plus Core, CF – Children First, EA – Emergency Assistance, JAL – Job Access Loan, JC - Job Center Programs, RAP – Refugee Assistance Program, WIA – Workforce Investment Act, Other EP – Other Employment Programs.

DHS/DHCAA/BEPS/JW