

**DEPARTMENT OF HEALTH SERVICES (DHS)  
DIVISION OF MEDICAID SERVICES  
ADMINISTRATOR'S MEMO SERIES**

**NOTICE: 17-02**

**DATE:** February 24, 2017

**DISPOSAL DATE:**  
December 31, 2017

**RE:** 2017 IM Contract  
Administrative Allocation

**TO:** County Departments of Human Services Directors  
County Departments of Social Services Directors  
Tribal Chairpersons/Human Services Facilitators  
Tribal Economic Support Directors

**FROM:** Michael G. Heifetz   
Medicaid Director

**PURPOSE**

The purpose of this Administrator's Memo is to confirm the Income Maintenance Administrative Allocation (IMAA) for Income Maintenance (IM) agencies for the period January 1, 2017 through December 31, 2017 for Consortia; and October 1, 2016 through September 30, 2017 for the tribal agencies.

**BACKGROUND**

The IMAA includes funding for the processing of applications, reviews, changes and other tasks related to eligibility determination of the FoodShare (FS) Program, Medicaid (MA), BadgerCare Programs, and Caretaker Supplement Program.

DHS funding is specified and allocated by contract. Matching federal funding for IM related programs is included in the IMAA and is sum sufficient. Contract overspending, using local funding, is allowable for allowable IM activities. DHS will seek to obtain federal matching funds for contract overspending for IM related expenditures, and will make those funds related to local spending available to IM agencies. Estate Recovery Program Incentive funding may supplement the IMAA for some or all counties and tribal agencies throughout the contract period.

**IM ADMINISTRATIVE ALLOCATION**

The base allocation amount for CY/FFY 2017 is \$27.88 million (All Funds) (see Attachment I). These funds were distributed at the same level that was provided statewide for IMAA agencies in CY/FFY 2016.

**RANDOM MOMENT SAMPLING (RMS) SHORTFALL**

Random Moment Sampling is a sampling methodology used to determine what IM agencies workers are doing at a set point in time. The information obtained from this process is used in claiming federal matching funds. RMS reconciliation is usually completed within six (6) months of the close of the calendar year.

For CY 2017, DHS and IM agencies will continue to share equally in, any shortfall resulting from RMS activities. DHS will develop and implement a reasonable methodology for reconciling any shortfalls that may result.

**NEXT STEPS**

The allocations shown in Attachment I are the base allocations for CY/FFY 2017. Final allocations may be changed depending upon availability of funding, state or federal legislation, or further assessment of the impact of the RMS on the amount of federal funding available for IM agencies.

**CENTRAL OFFICE CONTACT:**

For questions or assistance regarding any of the information contained in this memo, please contact Debbie Waite at (608) 261-9421 or by e-mail at [Deborah.Waite@dhs.wi.gov](mailto:Deborah.Waite@dhs.wi.gov).

For Consortia Allocation Questions, please contact:

[DHSBOCFiscal@dhs.wisconsin.gov](mailto:DHSBOCFiscal@dhs.wisconsin.gov)

For Tribal Allocation Questions, please contact:

Patti Devine  
Office of Tribal Affairs  
Tel: 608-266-1839  
E-mail: [Pattie.Devine@wi.gov](mailto:Pattie.Devine@wi.gov)

## Attachment I

<b>Consortium</b>	<b>2017 IM Contract Allocation (State+Fed)</b>
Bay Lake Consortium	\$2,249,138
Capital Consortium	\$4,493,024
Central Consortium	\$1,642,544
East Central Partnership	\$3,035,307
Great Rivers Consortium	\$3,082,293
Kenosha Racine Partnership	\$2,643,280
Moraine Lakes Consortium	\$2,969,018
Northern Consortium	\$2,123,838
Southern Consortium	\$2,501,245
Western Consortium	\$1,923,738
Bad River Tribe	\$163,461
Lac Courtes Oreilles Tribe	\$99,291
Lac du Flambeau Tribe	\$165,211
Menominee Tribe	\$165,240
Oneida Tribal Council	\$166,301
Potawatomi Tribe	\$99,018
Red Cliff Tribe	\$163,464
Sokaogon Tribe	\$99,291
Stockbridge-Munsee Tribe	\$99,098
<b>Total</b>	<b>\$27,883,800</b>