# **Department of Health Services**

Division of Medicaid Services 1 West Wilson Street PO Box 309 Madison WI 53707-0309

Telephone: 608-266-8922 Fax: 608-266-1096



**Department of Children and Families** 

201 East Washington Avenue PO Box 8916 Madison WI 53708-8916

> Telephone: 608-267-3905 Fax: 608-266-6836

# Date: May 22, 2019 DMS, DECE, and DFES Operations Memo 19-J5 Amended March 9, 2020

To: Income Maintenance Supervisors

Income Maintenance Lead Workers

Income Maintenance Staff Child Care Eligibility and

Authorization Supervisors and Workers

W-2 Agencies

From: Rebecca McAtee, Bureau Director

Bureau of Enrollment Policy and Systems

Division of Medicaid Services Department of Health Services

Katherine McGurk, Director

Bureau of Early Learning and Policy Division of Early Care and Education Department of Children and Families

Margaret McMahon, Director Bureau of Working Families

Division of Family and Economic Security Department of Children and Families

Affected Programs:
⊠ BadgerCare Plus
☐ Caretaker Supplement
☐ Children First
☐ Emergency Assistance
⊠ FoodShare
☐ FoodShare Employment and Training
☐ Job Access Loan
☐ Job Center Programs
Other Employment Programs
☐ Refugee Assistance Program
☐ SeniorCare
⊠ Wisconsin Shares Child Care
⊠ Wisconsin Works
Workforce Innovation and Opportunity Act

# 2020 Census Income

## **EFFECTIVE DATE**

Immediately March 1, 2020

## **PURPOSE**

This operations memo provides guidance for all programs regarding income received by individuals working as census takers and enumerators for the U.S. Census Bureau for the 2020 census. This memo also communicates a change to FoodShare policy regarding this income.

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#### **BACKGROUND**

The U.S. Census Bureau performs a census of the nation's population every 10 years. For the 2020 census, the Bureau will be hiring people nationwide. These individuals will be hired for part-time temporary positions as census takers and enumerators. These positions last an average of four to eight weeks, with intermittent schedules between 20 and 35 hours per week. Pay will be based on the geographic location of employment and no benefits or reimbursement for travel will be offered. Employment could begin have begun as early as July 26, 2019, and may extend through September 2020. However, the range of hiring and length of employment is subject to change. These positions will not lead to permanent employment with the Census Bureau.

On February 28, 2020, the Food and Nutrition Service (FNS) approved a request from the Wisconsin Department of Health Services (DHS) to participate in a demonstration project that allows states to exclude income from temporary employment in the 2020 Census. DHS participated in a similar demonstration project for the 2010 Census.

# **POLICY**

There are no policy changes for BadgerCare Plus; Medicaid for the Elderly, Blind, and Disabled (EBD Medicaid); Wisconsin Shares Child Care Subsidy (Wisconsin Shares); and Wisconsin Works (W-2) regarding census worker income.

- For BadgerCare Plus, Wisconsin Shares, and W-2, income earned by census workers will continue to be counted.
- For EBD Medicaid, income earned by census workers will continue to be disregarded.

## **FOODSHARE**

For FoodShare, income earned by census workers is not countable income. However, income earned by census workers prior to the effective date of March 1, 2020 cannot be excluded. The FoodShare Wisconsin Handbook, Section 4.3.2 Earned Income, will be updated in a later release to reflect this change in policy.

The hours of employment must be taken into consideration for individuals subject to student eligibility and for work requirements for able-bodied adults without dependents (ABAWDs). Additionally, per policy, ABAWDs are required to report when their monthly hours drop below 80 per month.

Simplified reporting rules apply to all households. Members are not required to report when the employment ends unless the member is an ABAWD and is no longer meeting the ABAWD work requirement.

## **CARES**

Information on how income maintenance workers process earned income from temporary employment in the 2020 Census will be provided in a CARES Coordinator Notice.

Workers must enter the income on the Employment page in CARES Worker Web (CWW) using the "Employment Type" as "C—Census Enumerator." This will ensure that CWW correctly counts the income for all relevant programs and will correctly disregard the income for EBD Medicaid. Complete

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the rest of the Employment page as normal, entering the information required based on the program(s) requested.

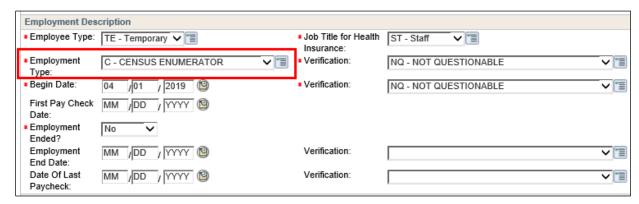


Figure 1 Employment Information Section of the Employment Page

# **CONTACTS**

BEPS CARES Information and Problem Resolution Center

For Wisconsin Shares Child Care policy questions outside of Milwaukee County: Bureau of Regional Operations (BRO), child care coordinators at <a href="mailto:broccpolicyhelpdesk@wisconsin.gov">broccpolicyhelpdesk@wisconsin.gov</a>

For Child Care CARES/CWW and CSAW processing questions statewide and policy questions in Milwaukee County: Child Care Subsidy and Technical Assistance line at <a href="mailto:childcare@wisconsin.gov">childcare@wisconsin.gov</a> or 608-422-7200

For W-2 Policy Questions: DCFW2PolicyQuestions@wisconsin.gov

For W-2 WWP and CARES functionality questions: BWF Work Programs Help Desk

DHS/DMS/BEPS/EM and JT DCF/DECE/BELP/EAM DCF/DFES/BWF/JC and LW