

WISCONSIN DEPARTMENT OF HEALTH SERVICES
Division of Health Care Access and Accountability
1 W. Wilson St.
Madison WI 53703

To: FoodShare Wisconsin Employment and Training (FSET) Handbook Users

From: **Shawn Smith**, Bureau Director
Bureau of Enrollment Policy and Systems

Re: **FSET Handbook Release 12-01**

Release Date: 04/20/12
Effective Date: 04/20/12

EFFECTIVE DATE

The following policy additions or changes are effective 04/20/12, unless otherwise noted. **Yellow Highlighted** text denotes new text. Text with a strike through it in the old policy section denotes deleted text.

POLICY UPDATES

2 FSET Funding > 2.4 Supportive Services> 2.4.2 Childcare Reimbursement

Old Text:

~~Childcare reimbursement for FSET participants is consistent with W-2 Wisconsin Works /Temporary Assistance for Needy Families childcare reimbursement policy. FSET agencies must reimburse the actual cost of dependent care up to either the local market rate or the statewide limit, whichever is lower. Childcare providers are eligible for reimbursement if they are licensed by the state, certified by the county or tribe, or operated by a school board. Children cared for by licensed or certified relatives are eligible for reimbursement up to the maximum rate allowed as a Provisional Certified Family Care Provider.~~

However, if the childcare provider is living in the child's household s/he is not eligible for the reimbursement. Childcare providers are also eligible for reimbursement for the actual cost of care up to a maximum. The maximum allowable cost eligible for reimbursement is applied to Licensed Group Centers and Licensed Family Day Care providers, which is the 75th percentile of the local area market. Certified Child Care Homes can receive up to 75 percent of the Licensed Family maximum, while Provisional Certified Family Care can receive up to 50 percent of the Licensed Family maximum. ~~However, FSET participants are not required to co-pay dependent care expenses, and FoodShare only households who are working less than 27 hours per week or enrolled in FSET training activities, are eligible for dependent care reimbursements.~~

Unregulated childcare cannot be funded under W-2 childcare unless the child or regulated provider is ill and unregulated care is the only option available.

Childcare is ~~available~~ for all approved FSET components and statuses. FSET participants who need child care funding in order to participate in the FSET program need to apply for childcare funding. The co-pay for FSET participation is set at the Regular (REG) level.

~~FSET participants cannot be required to pay a childcare co-payment for FSET activities they are completing as part of their assigned activity. The FSET agency must provide reimbursement for expenses that are reasonably necessary and directly related to participation in the FSET program.~~

New Text:

Based on the availability of funding, FSET agencies may reimburse the actual cost of dependent care up to either the local market rate or the statewide limit, whichever is lower. Childcare providers are eligible for reimbursement if they are licensed by the state, certified by the county or tribe, or operated by a school board. Children cared for by licensed or certified relatives are eligible for reimbursement up to the maximum rate allowed as a Provisional Certified Family Care Provider.

However, if the childcare provider is living in the child's household s/he is not eligible for the reimbursement. Childcare providers are also eligible for reimbursement for the actual cost of care up to a maximum. The maximum allowable cost eligible for reimbursement is applied to Licensed Group Centers and Licensed Family Day Care providers, which is the 75th percentile of the local area market. Certified Child Care Homes can receive up to 75 percent of the Licensed Family maximum, while Provisional Certified Family Care can receive up to 50 percent of the Licensed Family maximum. Unregulated childcare cannot be funded under W-2 childcare unless the child or regulated provider is ill and unregulated care is the only option available.

Childcare is an allowable expense for all approved FSET components and statuses. FSET participants who need child care funding in order to participate in the FSET program need to apply for childcare funding. The co-pay for FSET participation is set at the Regular (REG) level. Depending on the availability of funding, the FSET agency may provide reimbursement for child care expenses that are reasonably necessary and directly related to participation in the FSET program.

**4 FSET Participation
Process > 4.5 W-2
Participants in the FSET
Program**

Old Text:

~~W-2 participants who are placed in subsidized employment positions; Trial Jobs (TJB), Community Service Job (CSJ), or W-2 Transitions (W-2 T), are categorically eligible for FS FoodShare. Participation in a W-2 employment position (TJB, CSJ, W-2 T) will always take precedence over participation in the FSET program.~~

W-2 participants who receive W-2 cash assistance and W-2 noncash assistance are eligible to volunteer for FSET and FSET participant reimbursements. Failure of a W-2 participant to complete an FSET activity cannot result in a FS sanction.

Failure to complete an activity cannot result in automatic disenrollment from FSET.

Federal regulation states in part, that a State Agency must not disqualify voluntary participants in an Employment & Training (E&T) component for failure to comply with E&T requirements. If other services may reasonably assist the volunteer reach their employment goal, those services should be explored and offered. This does not mean that volunteers are not responsible for following through with the activities they agreed upon as part of their EP. Volunteers must put forth a level of effort by participating in activities that would be comparable to spending approximately 12 hours a month for two months making job contacts.

~~When a FS recipient is also applying for W-2, AIWP will indicate that W-2 is mandatory until a W-2 placement decision is made. The individual will therefore be referred to the WP Work Program (FSET, W-2, Learnfare, Children First) subsystem as potentially mandatory for W-2 program. Once a placement is made on WPWW, the registration code updates to the correct status for each program on WPWI.~~

~~AIWP will continue to set all exemption codes for FSET. The PA (Participating in Work Program) exemption code for FSET will auto-populate on AIWP after a participant is placed in a paid W-2 placement~~

New Text:

W-2 participants who receive W-2 cash assistance or W-2 noncash assistance may co-enroll in FSET. Failure of a W-2 participant to complete an FSET activity cannot

result in a FS sanction.

Failure to complete an activity cannot result in automatic disenrollment from FSET. Federal regulation states in part, that **an agency** must not disqualify voluntary participants in an Employment & Training (E&T) component for failure to comply with E&T requirements. If other services may reasonably assist the volunteer reach their employment goal, those services should be explored and offered. This does not mean that volunteers are not responsible for following through with the activities they agreed upon as part of their EP. Volunteers must put forth a level of effort by participating in activities that would be comparable to spending approximately 12 hours a month for two months making job contacts.

Although co-enrollment in FSET and W-2 is allowable, CARES will not allow the case to be open under both work programs. In cases where a W-2 participant is co-enrolled in FSET, the case will be assigned to the FSET work programs office number in CARES. The W-2 agency must work with the FSET case manager to coordinate services.