



# Bulletin

**NUMBER**

#16-32-08

**DATE**

June 17, 2016

**OF INTEREST TO**

County Directors

Fiscal Supervisors and  
Staff

Social Supervisors and  
Staff

**ACTION/DUE DATE**

Please review information  
and use in preparing your  
2017 county budget.

**EXPIRATION DATE**

October 31, 2017

## Calendar Year 2017

## Participation Rates

### TOPIC

Information for county human service agencies to assist them in preparing calendar year (CY) 2017 budgets.

### PURPOSE

Provide county agencies with information on federal, state and county program participation rates and other expected revenues in preparation of county CY 2017 budgets.

### CONTACT

See list of pages 13 and 14.

### SIGNED

ALEXANDRA KOTZE  
Chief Financial Officer

### TERMINOLOGY NOTICE

The terminology used to describe people we serve has changed over time. The Minnesota Department of Human Services (DHS) supports the use of "People First" language.

## INTRODUCTION

This bulletin is provided to assist counties in preparing their annual budgets by confirming federal, state and county participation rates for Economic Support, Social Services, and Health Care as of this date. The bulletin also lists other expected revenues for Economic Support and Social Service Programs.

## ACTION REQUIRED

Please review and use in preparing calendar year 2017 county budgets.

### ECONOMIC SUPPORT

PARTICIPATION RATES	Federal %	State %	County %
<b>General Assistance</b>			
Grants – State Standard	0.00	100.00	0.00
Non-SSI (Supplemental Security Income) Recoveries (includes Retirement Survivors, Disability Insurance - RSDI)	0.00	50.00	50.00
SSI Recoveries **	0.00	100.00	0.00
<b>Group Residential Housing (GRH)</b>			
Grants	0.00	100.00	0.00
Non-SSI Recoveries (includes RSDI)	0.00	100.00	0.00
SSI Recoveries **	0.00	100.00	0.00
<b>Minnesota Family Investment Program (MFIP) Including Temporary Assistance to Needy Families (TANF)</b>			
MFIP/Diversionsary Work Program (DWP) Grants (except State-Only issuances)	60.00	40.00	0.00
MFIP/Diversionsary Work Program (DWP) Work Activities	60.00	40.00	0.00
<b>Recoveries</b> (includes Emergency Assistance)	0.00	75.00	25.00

<b>PARTICIPATION RATES</b>	<b>Federal %</b>	<b>State %</b>	<b>County %</b>
<b>Minnesota Supplemental Aid (MSA)</b>			
Grants	0.00	100.00	0.00
Non-SSI Recoveries (includes RSDI)	0.00	50.00	50.00
SSI Recoveries **	0.00	100.00	0.00
<b>Refugees</b> (Full Reimbursement is dependent on sufficient federal funding.)			
Cash Assistance	100.00	0.00	0.00
Recoveries	100.00	0.00	0.00
Medical Assistance	100.00	0.00	0.00
Administration	100.00	0.00	0.00

\*\* Reasonable county fees, costs, disbursements and incentives may be paid if county staff provides “special assistance” to help the client become eligible for Supplemental Security Income (SSI). The county must have a contract in place with DHS to receive payment. For details about the contract process, please contact Dawn Holmen at (651) 431-6314.

<b>PARTICIPATION RATES</b>	<b>Federal %</b>	<b>State %</b>	<b>County %</b>
<b>Supplemental Nutrition Assistance Program (SNAP)</b>			
SNAP benefits (includes MFIP food):			
Grants (except state-only issuances)	100.00	0.00	0.00
Fraud Cash Recoveries and Recoupments	65.00	0.00	35.00
Fraud TOP Recoveries	65.00	17.50	17.50
Household Cash Recoveries and Recoupments	80.00	0.00	20.00
Household TOP Recoveries	80.00	10.00	10.00
Agency Cash Recoveries, TOP Recoveries & Recoupments	100.00	0.00	0.00

<b>ECONOMIC SUPPORT ADMINISTRATIVE REVENUES</b>
---

**Child Support Enforcement (Title IV-D)**

Child support administrative costs will continue to be reimbursed at 66 percent.

**Federal Incentive Earnings**

DHS estimates that statewide federal incentives for federal fiscal year 2017 will be consistent with the 2016 level of \$12 million. Individual county shares of this amount are estimated using the County Performance Analysis Tool (CPAT) on the DHS CountyLink web-site.

**State Incentive Earnings**

Counties will continue to receive state incentives from the cost recovery fee and federal annual fee revenue. Individual county shares of this revenue are estimated using the County Performance Analysis Tool (CPAT) on the DHS CountyLink web site.

**Medicaid Administration for Income Maintenance**

There are two levels of Medicaid administrative reimbursement.

MA General (non-enhanced activity and costs) is earned at the rate of 50 percent federal financial participation (FFP).

Direct salaries and benefits for a narrow set of core functions related to MA eligibility determination activity is eligible for an enhanced match at 75 percent federal financial participation (FFP).

**Temporary Assistance to Needy Families (TANF)**

TANF administrative reimbursement is earned at the rate of 50 percent and is included as one component in the MFIP Consolidated Fund. The cap on administration for the MFIP Consolidated Fund does not apply to TANF Administration. The Consolidated Fund 2017 allocation will be included in the 2017 allocations bulletin to be published in September 2016.

**Supplemental Nutritional Assistance Program (SNAP)**

SNAP administrative costs will continue to be reimbursed at 50 percent.

**SNAP Employment and Training (formerly FSET)**

Program funds for county agencies are limited by an allocation based on the ratio of county SNAP caseload to the state total caseload. Only 15 percent of the SNAP Employment and Training allocation may be earned for administrative activities. A separate memo will be issued via e-mail showing county allocations.

**SOCIAL SERVICES**

<b>PARTICIPATION RATES</b>	<b>Federal %</b>	<b>State %</b>	<b>County %</b>
<b>Alternative Care (AC)</b>			
AC Services	50.00	50.00	0.00
AC County Recoveries	50.00	25.00	25.00
AC Estate Recoveries	50.00	40.00	10.00
Client Premiums	50.00	50.00	0.00
<b>Targeted Case Management (TCM)</b>			
CW-TCM / Contracted Vendors	50.00	0.00	50.00
CW-TCM / Counties	50.00	0.00	50.00
MH-TCM / Contracted Vendors	50.00	0.00	50.00
MH-TCM / Counties	50.00	0.00	50.00
VA/DD-TCM / Contracted Vendors	50.00	0.00	50.00
VA/DD-TCM / Counties	50.00	0.00	50.00
<b>Targeted Case Management (TCM) – Expansion Group (AX)</b>			
MH-TCM / Contracted Vendors (AX)	95.00	0.00	5.00
MH-TCM / Counties (AX)	95.00	0.00	5.00
VA/DD-TCM / Contracted Vendors (AX)	95.00	0.00	5.00
VA/DD-TCM / Counties (AX)	95.00	0.00	5.00
Relocation Service Coordination (RSC)	100.00	0.00	0.00

<b>PARTICIPATION RATES</b>	<b>Federal %</b>	<b>State %</b>	<b>County %</b>
<b>Targeted Case Management (TCM) – MA Not Newly Eligible (NA)</b>			
MH-TCM / Counties (NA)	86.00	0.00	14.00
MH-TCM / Contracted Vendors (NA)	86.00	0.00	14.00
VA/DD-TCM / Counties (NA)	86.00	0.00	14.00
VA/DD-TCM / Contracted Vendors (NA)	86.00	0.00	14.00
<b>Title IV-E Foster Care</b>			
Maintenance	50.00	0.00	50.00
Maintenance – Eligible Tribal Children ***	83.00	0.00	17.00

\*\*\* When a county is financially responsible for children under tribal jurisdiction the county can receive the tribe’s higher Federal Medical Assistance Percentage (FMAP) rate if the tribe has entered into and maintains a current Title IV-E agreement with the state. Currently, those tribes are Leech Lake, White Earth, Red Lake, and the Mille Lacs Bands of Ojibwe. The FMAP rate for all four tribes will be 83 percent for CY 2017.

<b>SOCIAL SERVICE REVENUES</b>
--------------------------------

**Medicaid Administration for Social Services (SSTS)**

The statewide SSTS MA administrative reimbursement will continue to be 50% FFP (federal financial participation) in CY 2017.

In addition to counties receiving 50% FFP for long-term services and supports (LTSS) reimbursement, DHS will continue paying the state share of these LTSS expenses.

**Minnesota Family Investment Program (MFIP) Consolidated Fund**

The MFIP Consolidated Fund is an allocation for TANF administration payments, emergency needs (EA) authorized through MAXIS, and employment service activity. The Consolidated Fund allocation amount for each county for 2017 will be included in the 2017 allocations bulletin to be published in September 2016.

### **Vulnerable Children and Adults Act (VCA)**

The Vulnerable Children and Adults Act (VCA) Grant contains both a state and federal portion. The federal portion of the grant is the Title XX Social Service Block Grant. The 2017 allocation will be included in the 2017 allocations bulletin to be published in September 2016.

## **CHILDREN SERVICES (COFARS 710)**

### **Child Welfare Targeted Case Management (CW-TCM)**

New CW-TCM rates for state fiscal year 2017 will be issued effective July 1, 2016. A letter will be sent to your county director with the new rate after they have been set.

### **Child Protection Worker Grant**

The Child Protection Worker Grant is a state funded grant. Eighty percent of the grant is distributed on or before July 10<sup>th</sup> of each year. The remaining twenty percent of the calendar year allocation is distributed in February of the following calendar year based on county performance measures. The CY 2017 allocations for the Child Protection Worker Grant will be published in the 2017 allocations bulletin to be published in September 2016.

### **Family Response**

The CY 2017 allocations for the Family Response program will be published in the 2017 allocations bulletin to be published in September 2016.

### **Northstar Care for Children Programs**

Counties, tribes and DHS share the costs of foster care, adoption assistance and kinship assistance. The state and local shares of these costs are calculated in the Northstar Care Fiscal Reconciliation process. This over-all reconciliation process determines how much each county and tribal agency has spent for the entire set of Northstar Care and legacy programs (including Relative Custody Assistance [RCA]), how much each agency should have spent, and then DHS will issue a payment or invoice each agency accordingly. Please refer to DHS bulletin #14-32-18 (December 18, 2014) Northstar Care for Children Fiscal Processes.

### **Relative Custody Assistance**

Counties may receive reimbursement from DHS through the submission of the quarterly RCA Report. The reimbursement for RCA payments is incorporated into the Northstar

Fiscal Reconciliation process. Please refer to DHS bulletin #14-32-18 (December 18, 2014) Northstar Care for Children Fiscal Processes.

### **Support for Emancipation and Living Functionally (SELF) Program**

DHS will allocate the total calendar year 2017 SELF allocation to county and tribal social service agencies that submit a budget for SELF funds. The allocation system is based on an average of money spent each year by the counties / tribes and the number of youth served.

### **Title IV-E Administration and Training**

Statewide SSTS IV-E administrative reimbursement for CY 2017 continues to be reimbursed at 50 percent and training at 75 percent.

### **Title IV-E Foster Care Maintenance**

Reimbursement rate will be 50 percent except for specific tribal children (see participation rates information).

### **Title IV-E Intake and Planning**

The level of revenue for intake and planning for Title IV-E facilities and Rule-4 placing agencies is dependent upon the negotiated per-diem. Please refer to the current quarter's Title IV-E Per-Diem Rates bulletin for details on the reimbursement and the listing of eligible placing agencies and group home facilities.

## **CHILD CARE (COFARS 720)**

### **Basic Sliding Fee Child Care Program**

Counties are allocated funds on a calendar year basis. A county's allocation includes funds for direct services (20/21 of allocation) and administrative allowance (1/21 of allocation). Please refer to the 2017 allocations bulletin to be published in September 2016 for information regarding allocation amounts, maximum administrative allowance, and the minimum direct service match for calendar year 2017. Counties will receive an administrative allowance equal to 5 percent of direct service earnings. Direct service earnings are equal to direct services minus direct service match minus claims up to 20/21 of the total allocation.

### **Child Care Assistance Recoveries**

Counties receive a 25 percent incentive on Child Care Assistance recoveries regardless of recovery type, program or funding source.

### **MFIP Child Care Administration**

Counties will receive an administrative allowance equal to 5 percent of direct service expenditures.

## **CHEMICAL DEPENDENCY (COFARS 730)**

### **Consolidated Chemical Dependency Treatment Fund (CCDTF)**

The bulletin updating CCDTF operations and eligibility for SFY 2017 should be published in late June or early July 2016. It will contain the administrative allowances, allocations, and maintenance of effort amounts; along with details of the calculations.

### **Title XIX – Rule 25 Assessments (MA – SSTS)**

DHS estimates that statewide SSTS Rule 25 administrative reimbursement for CY 2017 will be consistent with the CY 2016 level.

## **MENTAL HEALTH (COFARS 740)**

Counties have a spending requirement for mental health services. The mental health maintenance of effort (MH-MOE) spending targets for CY 2017 will be available on the CountyLink website. Please see bulletin # 12-53-02 for more information on the MH-MOE. Included below are the major mental health grants. Other grants are awarded on a limited basis for special or specific purposes.

### **Adult Mental Health (AMH) Grants**

The CY 2017 allocations for Adult Mental Health Grants (AMHI, CSP, PATH, Housing, Crisis, Moose Lake Alternative and Transition to Community) will be included in the 2017 allocations bulletin to be published in September 2016.

### **Children’s Mental Health (CMH) Grants**

The CY 2017 allocations for Children’s Mental Health Grants (CMH Screening, CMH Respite and Crisis Grants) will be included in the 2017 allocations bulletin to be published in September 2016.

### **Children’s and Adult Mental Health Targeted Case Management (MH-TCM)**

New MH-TCM rates for state fiscal year 2017 will be issued effective July 1, 2016. A letter will be sent to your county director with the new rate after they have been set.

## DEVELOPMENTAL DISABILITIES (COFARS 750)

### Day Training and Habilitation (DT&H)

DHS will proportionally distribute a quarterly allotment based on counties reported DT&H costs reported through SEAGR BRASS code 566x. The quarterly allotments are \$202,750. Counties can estimate their reimbursement by comparing their total expenditures for BRASS code 566x to the statewide total expenditures for BRASS code 566x. The statewide total can be found under the Social Service Expenditure and Grant Reconciliation Report (SEAGR) section on the CountyLink Fiscal Reporting and Accounting tab.

### DD Semi-Independent Living Skills (SILS)

The state reimburses 70 percent of costs reported for SILS through SEAGR. The total eligible reimbursement is provided to counties in an allocation. The projected CY 2017 allocations for the DD-SILS program will be included in the 2017 allocations bulletin to be published in September 2016.

### Family Support

The projected CY 2017 allocation for the Family Support Grant will be included in the 2017 allocations bulletin to be published in September 2016.

### Vulnerable Adults/Adult DD Targeted Case Management (VA/DD TCM)

New VA/DD-TCM rates for state fiscal year 2017 will be issued effective July 1, 2016. A letter will be sent to your county director with the new rate after they have been set.

## HEALTH CARE

<b>PARTICIPATION RATES</b>	<b>Federal %</b>	<b>State %</b>	<b>County %</b>
<b>Medical Assistance (MA)</b>			
Access Services	50.00	50.00	0.00
CCDTF county allocation billing	50.00	35.00	15.00
Child and Teen Check-Up Outreach	50.00	50.00	0.00
Co-Pays	50.00	50.00	0.00
County Buy-In	0.00	100.00	0.00
Health Maintenance Organizations	50.00	50.00	0.00

<b>PARTICIPATION RATES</b>	<b>Federal %</b>	<b>State %</b>	<b>County %</b>
ICF/DD > 6 Beds – Over 90 Days (effective July 2005)	50.00	45.00	5.00
Immunization Registry	50.00	50.00	0.00
MA Breast & Cervical Cancer Eligibles	65.00	35.00	0.00
MA Serv. (Includes Cost Effective Health Insurance)	50.00	50.00	0.00
NF Under 65 – Over 90 Days (effective January 2003)	50.00	40.00	10.00
Program IM Health Care	0.00	100.00	0.00
RTC Mental Health for Children	50.00	50.00	0.00
SMA RTC < 18	0.00	100.00	0.00
<b>MA County Recoveries</b>			
Estate, Recipient Ineligibility	50.00	25.00	25.00
Non-Recipient Contribution	50.00	25.00	25.00
Recipient Contribution	50.00	25.00	25.00
Medical Support with 15% Federal Incentive	35.00	25.00	40.00
<b>MA Expansion Group (AX)* (Effective January 1, 2017)</b>			
Medical Assistance (MA):			
CCDTF county allocation billing	95.00	3.50	1.50
Health Maintenance Organizations (AX)	95.00	5.00	0.00
MA Serv. (Includes Cost Effective Health Insurance) (AX)	95.00	5.00	0.00
NF Under 65 – Over 90 Days (AX)	95.00	4.00	1.00
<b>MA County Recoveries Expansion Group (AX)* (Effective January 1, 2017)</b>			
Estate, Recipient Ineligibility (AX)	95.00	2.50	2.50
Non-Recipient Contribution (AX)	95.00	2.50	2.50
<b>MA Not Newly Eligible (NA)* (Effective January 1, 2017)</b>			

<b>PARTICIPATION RATES</b>	<b>Federal %</b>	<b>State %</b>	<b>County %</b>
CCDTF county allocation billing	86.00	9.80	4.20
Health Maintenance Organizations (NA)	86.00	14.00	0.00
MA Serv. (Includes Cost Effective Health Insurance) (NA)	86.00	14.00	0.00
NF Under 65 – Over 90 Days (NA)	86.00	11.20	2.80
<b>MA Not Newly Eligible (NA) Count Recoveries*</b> (Effective January 1, 2017)			
Estate, Recipient Ineligibility (NA)	86.00	7.00	7.00
Non-Recipient Contribution (NA)	86.00	7.00	7.00
<b>Children’s Health Insurance Plan (CHIP)*</b> (Effective October 1, 2015)			
Any expenditures	88.00	12.00	0.00
<b>Children’s Health Insurance Plan County Recoveries*</b> (Effective October 1, 2015)			
Estate, Recipient Ineligibility	88.00	6.00	6.00
Non-Recipient Contribution	88.00	6.00	6.00
<b>*AX, NA and CHIP % are based on claim date of service</b>			
<b>Minnesota Children with Special Health Needs</b>			
Insurance extension program	0.00	100.00	0.00
Ryan White Insurance Program	100.00	0.00	0.00

Regional Treatment Center & State Nursing Home Poor Relief Billing (20% of total cost or balance after third party liability – whichever is less)

CCDTF County allocation billing for Non-MA services on client has a county share of 20.2% for the period of July 1, 2016 through June 30, 2017. The county share is 22.95% starting July 1, 2017.

## QUESTIONS

Please direct question regarding this bulletin to the people listed in the table below.

<b>Name</b>	<b>Phone Number</b>	<b>Topic</b>
Cindy Barnier	(651) 431-3752	SSI Interim Assistance processing and Monthly Child Care expenditure adjustments
Craig Beske	(651) 431-3780	Adult and Children's Mental Health
Sarah Britten	(651) 431-3753	Consolidated Chemical Dependency Treatment Fund (CCDTF)
Rick Hallanger	(651) 431-3756	MAXIS & MEC <sup>2</sup> System Accounting and EGA Allocation
Matt Hanson	(651) 431-3747	SNAP and Employment and Training, Child Support Incentives and Administrative Reimbursement
Robyn Hietpas	(651) 431-3768	Consumer Support Grant
Rhonda Lord	(651) 431-3787	Title IV-E Maintenance, Relative Custody Assistance
Phyllis Meath	(651) 431-3484	DD-SILS, Family Support, DT&H
Phyllis Meath	(651) 431-3484	Title IV-E, SSIS Operations Reimbursement & Child Welfare Training Reimbursement
Jerry Medicott	(651) 431-3781	Statewide MFIP-ES, VCA, Title XX, Chemical Dependency Treatment Fund, MFIP Consolidated Fund, Child Protection Worker Grant

<b>Name</b>	<b>Phone Number</b>	<b>Topic</b>
Heide Moris	(651) 431-3774	Income Maintenance Cost Allocation, County Wide Indirect Cost Allocation, Income Maintenance Quarterly Expense Report (DHS-2550)
Linda Mueller	(651) 431-3786	Refugee Programs
Lynn Nguyen	(651) 431-3759	Family Response, SELF, Family Group Decision Making
Bridgit Olson	(651) 431-3800	Social Service Time Study (SSTS) Administrative Reimbursement Targeted Case Management (TCM) Rates
Jim Schorey	(651) 431-3754	Health Care Programs
Julie Spurgeon	(651) 431-3782	County Reporting – BRASS, SEAGR, Social Service Fund Report (DHS-2556)
Peter Stahley	(651) 431-3748	TANF & Child Care Accounting, MAXIS & MEC <sup>2</sup> County Billings

### **Americans with Disabilities Act (ADA) Advisory**

This information is available in accessible formats for people with disabilities by calling (651) 431-3725 (voice) or toll free at (800) 627-3529 or by using your preferred relay service. For other information on disability rights and protections, contact the agency's ADA coordinator.