

**Northeast Wisconsin Partnership for Children and Families**  
**Annual Contribution Policy**  
**July 15, 2005**

**Purpose:** To identify the basis for how the annual contribution level for each county member is calculated, how the annual county contributions are utilized by the NEW Partnership, when and how annual contribution levels will be reassessed, and what happens if a county agency does not pay its annual contribution rate.

**Policy:** *Basis for how the annual contribution level for each county member is calculated* - According to Article 9 of the NEW Partnership By-Laws, "NEW Partnership county members shall be assessed an annual capitated fee. Such fee shall be based on county population and evaluated on a regular basis." Annual county contributions are assessed at a rate of \$50/1,000 county population using the 2006 census data. The minimum contribution level is \$500.

*How the annual county contributions are utilized by the NEW Partnership* - The annual county contributions are used to provide worker foundation and supervisor CORE training. The annual contributions collected from NEW Partnership county members are utilized to cover costs associated with providing foundation training. All costs are approved by the Steering Committee in the partnership budget. When approving the annual budget, the Steering Committee has authority to grant exceptions to this policy.

*When and how annual contribution levels will be reassessed* - Annual county contribution levels will be reassessed when additional resources are needed to cover the annual cost of worker foundation and supervisor CORE training. The most recent census data will be used to calculate the annual contribution level by county. The formula of \$50/1,000 county population will continue to be utilized. The minimum contribution level will remain at \$500. A recommendation from the Steering Committee is required in order to consider changing the annual contribution level. Formal approval will be sought at one of the semi-annual administrators' conferences.

*What happens if a county agency does not pay its annual contribution rate* - According to Article 2 of the NEW Partnership By-Laws, membership of the NEW Partnership is defined by three activities, of which one is the "documented contribution of fiscal and in-kind resources to NEW Partnership, as determined appropriate by the NEW Partnership." In order to be an active member in the NEW Partnership and enjoy the membership daily training rate, annual county contributions must be paid to the NEW Partnership. If a county cannot contribute at their annual contribution level, then staff from that county are charged the nonmember rate.

**Definitions:** Worker Foundation – The worker foundation series includes Engaging to Build Trusting Relationships; Interviewing in Child Welfare; Safety; Case Practice with American Indian Tribes; Team-Based Practice; Access; Initial Assessment; Safety Intervention in Ongoing Services; Professionalism in Child Welfare; Legal Aspects of Child Welfare Services; Effects of Maltreatment on Child Development; and Separation, Placement and Permanency.

Supervisor CORE – The supervisor CORE series includes Managing within a Child and Family Serving System (CORE 501); Managing Work through Other People (CORE 502); Transfer of Learning (CORE 503); and Supervising and Managing Work Group Performance (CORE 504).

Costs to provide foundation/CORE training – The costs to provide foundation/CORE training include trainer and observer fees, facility and equipment fees, and fees for specific resources needed for certain foundation/CORE sessions such as the purchase of a video to use in training.

**Rationale:** In order to assure the regular offering of worker foundation and supervisor CORE training for all new staff within the NEW Partnership boundaries, annual county contributions are collected by the NEW Partnership. The annual county contributions are used as a source of match to leverage Title IV-E dollars, which in turn supports NEW Partnership staff salaries and the development and delivery of additional training topics.

Approved by the NEW Partnership Steering Committee on July 15, 2005. Revisions approved by the NEW Partnership Steering Committee on July 14, 2006 and October 23, 2008. No changes were recommended upon annual review by the NEW Partnership Steering Committee on 10-22-09. Signed on behalf of the Steering Committee by:

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Marty Bonk, Chair – Steering Committee

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Stephanie Reilly, Director – NEW Partnership

Next Review Date: January 2011