

mental_health_prog_aid_claim_00575_2 024

Start of Block: General

Q1.1.a **Program Information** Eligible [school districts](#), [Private School Choice Programs](#), and [independent charter schools](#) may receive partial reimbursement for salary and fringe benefits paid to employ, hire, or retain social workers or the costs to contract for the services of a social worker when the eligible entity increased its expenditures in the prior school year compared to the immediately preceding school year. *"Eligible expenditure" means the salary and fringe benefits an entity pays to employ, hire, or retain a licensed or certified social worker or the costs to contract for the services of a licensed or certified social worker. "Social worker" means an individual licensed or certified as a school social worker by the Department of Public Instruction under s. PI 34.062 or an individual licensed or certified as a social worker by the Marriage and Family Therapy, Professional Counseling, and Social Work Examining Board under s. 457.08 (2) to (4), Stats. Note: Licensure or certification from the Marriage and Family Therapy, Professional Counseling, and Social Work Examining Board under s. 457.08 (2) to (4), Stats. requires a minimum of a master's degree in social work.* Submitting this form to the Department of Public Instruction satisfies the reporting requirement per Wis. Admin. Code sec. PI 31.04 related to Aid for School Mental Health Programs. Claim forms must be submitted to the Department by **March 8, 2024**, to receive reimbursement for eligible expenditures made in the 2022-23 school year.

Q1.1 **Relevant Law** 2017 Wisconsin Act 59 created Wis. Stat. § 115.364 to provide aid for school mental health programs beginning in the 2018-19 school year. Aid for School Mental Health Programs Wis. Stat. § 115.364 Aid for School Mental Health Programs Administrative Code sec. PI 31[IJMD1]

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Q1.1.b Information Needed The business office will need to complete this form in one session. Before beginning, please make sure you have access to the following information: The total amount of expenditures your Local Education Agency (LEA) paid to employ, hire, or retain licensed or certified social workers or the costs to contract for the services of a licensed or certified social worker in the 2021-22 and 2022-23 school years. If applicable, the total amount paid or owed to your LEA by other eligible entities for any shared expenditures on eligible expenditures in the 2021-22 and 2022-23 school years. If your LEA received aid under this program last year, expenditures for school year 2021-22 may be found on the [Aid for School Mental Health Programs](#) webpage, using the *2022-23 Aid for Mental Health Programs Aid Amount (June 7, 2023)* Excel document.

End of Block: General

Start of Block: Identify and Contact

Q1.2

Type of Entity

Which of the following describes your entity?
Check one.

- Public School District (1)
 - Independent Charter School (2)
 - Private Choice Program School ** (3)
-

Q22 ** Only Choice Schools are eligible, not all private schools qualify.

Page Break

Display This Question:

If Entity Type = Private Choice Program School **



Q27 Eligible Private Choice Program School

Check one.

- By checking this box, I hereby certify that our school met the definition of Private Choice School in both years included in this claim form. (1)
- Our Private Choice School was eligible per the definition of Private Choice School in only one or no years included in this claim form. (4)

Skip To: End of Block If Eligible Private Choice Program School Check one. = Our Private Choice School was eligible per the definition of Private Choice School in only one or no years included in this claim form.

Page Break

Display This Question:

If Entity Type = Public School District

Q23 Please select your Public School District from the dropdown below.

District (1)

▼ Abbotsford (1) ... Yorkville J2 (421)

Page Break

Display This Question:

If Entity Type = Independent Charter School

Q102 Please select your Independent Charter School from the dropdown below.

▼ 21st Century Preparatory School (Racine) (1) ... NOT LISTED (38)

Display This Question:

If Please select your Independent Charter School from the dropdown below. = NOT LISTED

Q38 If you are an Independent Charter School not listed in the above list, please state your school name and city

School Name (1) _____

School City (2) _____

Page Break _____

Display This Question:

*If Entity Type = Private Choice Program School ***

Q103 Please select your Private Choice Program School from the dropdown below.

▼ Abundant Life Christian School (Madison) (1) ... NOT LISTED (422)

Display This Question:

If Please select your Private Choice Program School from the dropdown below. = NOT LISTED

Q39 If you are a Private Choice Program School not included in the above list, please state your school name and city

School Name (1) _____

School City (2) _____

Page Break _____



Q1.3 Please enter the following contact information for your LEA.

Street Address (3) _____

City (4) _____

Zip (5) _____

Administrator's Name *First & Last* (7)

Administrator's Email (8) _____

Six digit agency code (10)

Unique Entity Identifier (UEI) (11)

Q30 Please provide a Financial Point of Contact from your LEA's business office.

Name (*First & Last*) (7) _____

Email ** (8) _____

Phone Number (6) _____

Q1.4 ** A copy of the responses to this form will be emailed to this address.

End of Block: Identify and Contact

Start of Block: Licensed Social Worker Checks



Q2.1 Licensed Social Worker

Check one. Social worker means an individual licensed or certified as a school social worker

by the Department of Public Instruction under s. PI 34.062 or an individual licensed or certified as a social worker by the Marriage and Family Therapy, Professional Counseling, and Social Work Examining Board under s. 457.08 (2) to (4), Stats. Note: Licensure or certification from the Marriage and Family Therapy, Professional Counseling, and Social Work Examining Board under s. 457.08 (2) to (4), Stats. requires a minimum of a master's degree in social work.

- By checking this box, I hereby certify that each social worker included in our calculations of eligible expenditures maintained a valid social work license or certificate at all times expenditures were included in calculations for that individual. (1)
- The social workers included in our calculations DID NOT hold valid certificates or licenses during the school years in question. (4)

Page Break



Q32 Social Workers Only

- By checking this box, I hereby certify that the salary and fringe included in our calculations of eligible expenditures was paid to credentialed social workers only, and does not include expenditures on counselors, psychologists, or other credentialed professionals.
(1)

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Q37 Role of the Social Worker

The role or position of the credentialed social worker is not relevant in calculating eligibility of expenditures for this aid program. For example, the salary and fringe of a licensed school social worker in the role of PBIS coach should be included in the eligible expenditures.

- By checking this box, I hereby certify that the salary and fringe included in our calculations of eligible expenditures was paid to credentialed social workers regardless of role or position. (1)

End of Block: Licensed Social Worker Checks

Start of Block: Funding Source Checks



Q35 Grants and Aids

The eligible expenditures included in this aid program are not dependent on revenue sources. Do not subtract local, state, or federal grants or aids received that may have contributed towards expenditures included in this aid program.

- By checking this box, I hereby certify that our calculations of eligible expenditures includes all salary and fringe of credentialed social workers regardless of revenue streams. (1)



Q36 Fund Categories

The eligible expenditures included in this aid program are not dependent on fund category. Include all salary and fringe of credentialed social workers from all funds.

- By checking this box, I hereby certify that our calculations of eligible expenditures includes all salary and fringe of credentialed social workers regardless of fund category. (1)

End of Block: Funding Source Checks

Start of Block: Increase Expenditure



Q3.1 Increase in Expenditure

Check one.

"Eligible expenditure" means the salary and fringe benefits an entity pays to employ, hire, or retain a licensed or certified social worker or the costs to contract for the services of a licensed or certified social worker.

- Our eligible entity increased our eligible expenditures from the 2021-22 school year to the 2022-23 school year. (1)
- Our eligible entity **DID NOT** increase our eligible expenditures from the 2021-22 school year to the 2022-23 school year. (2)

End of Block: Increase Expenditure

Start of Block: Expenditures



Q4.1 2022-23 Expenditures Enter the total amount of expenditures paid to employ, hire, or retain licensed or certified social workers or the costs to contract for the services of a licensed or certified social worker in the **2022-23** school year. "Social worker" means an individual licensed or certified as a school social worker by the Department of Public Instruction under s. PI 34.062 or an individual licensed or certified as a social worker by the Marriage and Family Therapy, Professional Counseling, and Social Work Examining Board under s. 457.08 (2) to (4), Stats. Note: Licensure or certification from the Marriage and Family Therapy, Professional Counseling, and Social Work Examining Board under s. 457.08 (2) to (4), Stats. requires a minimum of a master's degree in social work. "Eligible expenditure" means the salary and fringe benefits an entity pays to employ, hire, or retain a licensed or certified social worker or the costs to contract for the services of a licensed or certified social worker.



Q4.2 Expenditures Shared with Another Entity in the **2022-23** School Year

Check One

- Our eligible entity shared expenditures with another eligible entity paid to employ, hire, or retain licensed or certified social workers or the costs to contract for the services of a licensed or certified social worker in the **2022-23** school year. (1)
- Our eligible entity DID NOT share expenditures with another eligible entity paid to employ, hire, or retain licensed or certified social workers or the costs to contract for the services of a licensed or certified social worker in the **2022-23** school year. (2)

Display This Question:

*If Shared Expenditures in 2022-23 = Our eligible entity shared expenditures with another eligible entity paid to employ, hire, or retain licensed or certified social workers or the costs to contract for the services of a licensed or certified social worker in the **2022-23** school year.*



Q4.3 Enter the total amount paid or owed to your eligible entity by other eligible entities for any shared expenditures on eligible expenditures in the **2022-23** school year.

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Q5.1 2021-22 Expenditures Enter the total amount of expenditures paid to employ, hire, or retain licensed or certified social workers or the costs to contract for the services of a licensed or certified social worker in the **2021-22** school year. *If your LEA received aid under this program last year, expenditures for school year 2021-22 may be found on the [Aid for School Mental Health Programs webpage](#) using the "2022-23 Aid for Mental Health Programs Aid Amount (June 7, 2023)" Excel document. "Social worker" means an individual licensed or certified as a school social worker by the Department of Public Instruction under s. PI 34.062 or an individual licensed or certified as a social worker by the Marriage and Family Therapy, Professional Counseling, and Social Work Examining Board under s. 457.08 (2) to (4), Stats. Note: Licensure or certification from the Marriage and Family Therapy, Professional Counseling, and Social Work Examining Board under s. 457.08 (2) to (4), Stats. requires a minimum of a master's degree in social work. "Eligible expenditure" means the salary and fringe benefits an entity pays to employ, hire, or retain a licensed or certified social worker or the costs to contract for the services of a licensed or certified social worker.*



Q5.2 Expenditures Shared with Another Entity in the 2021-22 School Year
Check One

- Our eligible entity shared expenditures with another eligible entity paid to employ, hire, or retain licensed or certified social workers or the costs to contract for the services of a licensed or certified social worker in the **2021-22** school year. (1)
- Our eligible entity DID NOT share expenditures with another eligible entity paid to employ, hire, or retain licensed or certified social workers or the costs to contract for the services of a licensed or certified social worker in the **2021-22** school year. (2)

Display This Question:

If Shared Expenditures in 2021-22 = Our eligible entity shared expenditures with another eligible entity paid to employ, hire, or retain licensed or certified social workers or the costs to contract for the services of a licensed or certified social worker in the 2021-22 school year.



Q5.3 Enter the total amount paid or owed to your eligible entity by other eligible entities for any shared expenditures on eligible expenditures in the **2021-22** school year.

End of Block: Expenditures

Start of Block: Tier 1 Reimbursement

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Q30 Expected Tier 1 Reimbursement Your 2022-23 eligible expenditures: $\{\text{e://Field/2023_total_amount}\}$ Your 2021-22 eligible expenditures: $\{\text{e://Field/2022_total_amount}\}$ Total increase in eligible expenditures from 2021-22 to 2022-23: $\{\text{e://Field/2023_difference}\}$ Your expected Tier 1 Reimbursement is: $\{\text{e://Field/reimburse_estimate}\}$ Tier 1 reimbursement amounts equal 50% of the total amount of increase in eligible expenditures from 2021-22 to 2022-23. If the appropriation in any fiscal year is insufficient to pay the full amount of aid under this section, the state superintendent shall prorate state aid payments among the eligible entities. If moneys remain in the appropriation account after all initial aid payments are made, an eligible entity will be reimbursed an additional amount in accordance with Wis. Stat. § 115.364. If, after making the payments required under tier 1, moneys remain in the appropriation from the state budget, the state superintendent shall reimburse eligible entities for an amount equal to expenditures made by the school entity in the preceding school year to employ, hire, or retain social workers less the amount of increased expenditures for which the entity was reimbursed under tier 1. However, if the state budget appropriation in any fiscal year is insufficient to pay the full amount of aid under tier 2, the state superintendent shall prorate state aid payments among entities eligible for the aid.

Q6.3 Administrator's Certification Signature

I, $\{\text{Q1.3/ChoiceTextEntryValue/7}\}$, **CERTIFY**, by checking this box, that I have signed this document electronically, all of the information in this form is complete and accurate to the best of my knowledge, and I understand and agree to comply with all of the provisions and requirements set forth in this document. (1)

Q6.4 Administrator's Signature

JS

Q4.5 Date Digitally Signed (*mm/dd/yyyy*)

JS

Q4.6 Please click "Submit" to send your completed form to DPI and to have a copy of your responses sent to [\\${Q30/ChoiceTextEntryValue/8}](#).

End of Block: Tier 1 Reimbursement
