



DEPARTMENT OF HUMAN SERVICES

2022-2023 County MFIP Biennial Service Agreement

January 1, 2022 - December 31, 2023

Enter the county's unique ID number

Contact Information

COUNTY/CONSORTIUM NAME

PLAN YEAR

CONTACT PERSON

TITLE

ADDRESS

CITY

STATE

ZIP CODE

PHONE NUMBER

EMAIL ADDRESS (where correspondence related to this form will be sent)

CONFIRM EMAIL ADDRESS

Note: Please review the 2022-2023 MFIP Biennial Service Agreement Bulletin for more details before you complete this document.

A. Needs Statement

1. Identify challenges in financial assistance services that are prohibiting you from properly serving MFIP/DWP families in your community.

Eligibility workers are able to quickly and correctly serve the clients per policy. Our most difficult challenges seem to stem from lack of communication/reporting from our clients. Clients seem to be difficult to reach by phone to quickly discuss and clear up new information.

9720 characters remaining

2. Identify challenges in employment services that are prohibiting you from properly serving MFIP/DWP families in your community.

Employment Services does have the ability to properly serve MFIP/DWP clients. We are able to meet them where they are in regards to the financial stability of the household, and set goals for the clients to move forward. The challenges are a higher population with barriers to successfully maintaining employment. The most difficult challenges are mental health, lack of soft skills, and low motivation to maintain employment.

9569 characters remaining

3. Identify the strengths in your community that you are most proud of that benefit MFIP/DWP families.

- Options Pregnancy Center crib program as well as this facility's great support for expectant/new mothers
- Baby Cafe offers assistance to new mothers and babies when breastfeeding
- Community Education and Recreation office with a variety of programs such as ECFE/ESL/GED/ABE
- Partner agencies like MVAC and Vocational Rehabilitation Services
- Food Shelves, Thrift Stores, Churches
- MVAC energy and emergency assistance
- Energy Assistance with Human Services
- Salvation Army programs
- Local outpatient facility and NA/AA meetings
- MVAC youth programs
- CCAP
- Career Pathways training
- WIOA adult program
- Dislocated worker program
- Public Transportation
- Mental and Physical Health providers

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A. Needs Statement (continued)

4. What strengths and resources do you have available to address the needs of your participants?

Please **check all** the resources available to participants in your service area and check whether the resource is available within MFIP financial or employment services "in-house" or from a partner organization (county resources with developed connections to MFIP), and/or an external community resource or both. If you lack sufficient resources in your area, check the Resource Gaps column, even if there are some resource sources. Add any "other" resources that you consider necessary.

MFIP Resources	Partner Resources	Community Resources	Resource Gaps	
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	ABE/GED
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Adult/elder services
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Career planning
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Childcare funds
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Chemical health services
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Computer lab access
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Credit counseling/financial literacy
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	English Language Learner (ELL)
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Food shelf
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Housing assistance
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Job club
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Job development
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Job placement
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Job retention
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Job search workshops
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Mental health services
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	On-the-job training program
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Post-secondary education planning
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Short-term training
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Supported work / paid work experience
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Transportation assistance (gas cards, bus cards)
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Vehicle repair funds
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Volunteer opportunities
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Youth program
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Other <input type="text" value="Public Transportation"/>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Other <input type="text" value="Energy Assistance/Emergency Assistance"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Other

5. County Program Contact Information

Please name contacts for the following programs if different from the contact on the cover page. You only need to give a person's phone and email once.

MFIP EMPLOYMENT SERVICES STAFF CONTACT NAME	PHONE NUMBER	EMAIL ADDRESS
Jill Griese	507-618-5614	jill.griese@state.mn.us

DWP STAFF CONTACT NAME	PHONE NUMBER	EMAIL ADDRESS
Jill Griese	507-618-5614	jill.griese@state.mn.us

FINANCIAL ASSISTANCE SERVICES STAFF CONTACT NAME	PHONE NUMBER	EMAIL ADDRESS
Nicole Worlds	507-238-4757	nicole.worlds@fmchs.com

A. Needs Statement (continued)

6. Employment Services Provider(s) Information

Statute 256J.50, subdivision 8: Each county, or group of counties working cooperatively, shall make available to participants the choice of at least two employment and training service providers as defined under Minnesota Statutes, section 256J.49, subdivision 4, except in counties contracting with CareerForce Centers that use multiple employment and training services or that offer multiple services options under a collaborative effort and can document that participants have choice among employment and training services designed to meet specialized needs.

List your current employment services provider(s) and check the respective box to indicate which population served. If a CareerForce Center is the only employment services provider, list the multiple employment and training services among which participants can choose. Section G of this form addresses provider choice.

NAME		ADDRESS	
Career Force		301 N Main Street Blue Earth, MN 56013	
CONTACT PERSON	PHONE NUMBER	EMAIL	
Deanna Forsythe	507-526-2240	deanna.forsythe@state.mn.us	
Population Served			
<input checked="" type="checkbox"/> MFIP ES	<input checked="" type="checkbox"/> DWP ES	<input checked="" type="checkbox"/> FSS	<input checked="" type="checkbox"/> Teen Parents
<input checked="" type="checkbox"/> 200% FPG			

NAME		ADDRESS	
Career Force		400 S State Street Suite 180 Fairmont, MN 56031	
CONTACT PERSON	PHONE NUMBER	EMAIL	
Jill Griese	507-618-5610	jill.griese@state.mn.us	
Population Served			
<input checked="" type="checkbox"/> MFIP ES	<input checked="" type="checkbox"/> DWP ES	<input checked="" type="checkbox"/> FSS	<input checked="" type="checkbox"/> Teen Parents
<input type="checkbox"/> 200% FPG			

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B. Service Models

Minnesota Family Investment Program (MFIP) and the Diversionary Work Program (DWP)

1. Do you have culturally specific employment services for different racial/ethnic groups?

No Yes

- African American
- African immigrant
- Asian American
- Asian immigrant
- American Indian
- Hispanic/Latino
- Other

2. What strategies do you use for hard-to-engage participants? Check all that apply.

- Home visits
- Sanction outreach services
- Incentives SPECIFY:
- Off-site meeting opportunities
- Other

3. What types of job development do you do? Check all that apply.

- Sector job development
- Individual job development
- Other SPECIFY:

partner staff in-office for collaboration

4. Do you have an ongoing job development partnership or sector based job development with community employers to help participants with employment?

No Yes Check all activities employers provide.

- Interview opportunities
- Job skills training
- Job placement
- Job shadowing
- On-site job training
- Work experience
- Helps plan training programs
- Other SPECIFY:

WIDA adult program

5. Do you provide job retention services to employed participants while they are receiving MFIP?

No Yes Check all that apply.

- Available to assist with issues that develop on the job
- Financial planning
- Soft skills training
- Mentoring
- Transportation
- Personal contact with the employee
- Other

HOW OFTEN? staff at career force availabl

How long do you provide job retention services?

- Less than 3 months
- 3-6 months
- 7-12 months
- More than one year

6. Do you provide job advancement services to employed participants?

No Yes Check all that apply.

- Career laddering
- Networking
- Coaching/mentoring
- Ongoing job search
- Education/training
- Other SPECIFY:

for MFIP/DWP as policy allows - partner staff available for additional programs

7. Do you utilize any career pathways programs or skill assessment and credentialing programs for your participants?

No Yes Check all that apply.

- Pathways to Prosperity (P2P)
- Work Keys
- National Career Readiness Certificate (NCRC)
- Other

B. Service Models (continued)

Family Stabilization Services (FSS)

1. Do you have professionals available to assist with FSS cases?

No Yes Check all that apply

- Adult Mental Health professional
- Psychologist
- Adult Rehabilitation Mental Health Services (ARMHS) worker
- Public Health Nurse
- Chemical Health professional
- Social Worker
- Children's Mental Health professional
- Vocational Rehabilitation worker
- Other SPECIFY: we would refer to these professional:

2. Do you make referrals for children of FSS participants?

No Yes Check all that apply

- Children's Mental Health Services
- Public Health Nurse home visiting services
- Child Wellness Check-ups
- Women, Infants and Children Program (WIC)
- Other SPECIFY: PSOP Program

3. Are any of these services for children offered to non-FSS families?

No Yes

Services for families no longer on MFIP/DWP but under 200% of Federal Poverty Guideline

1. Do you provide services to families recently receiving MFIP/DWP or families at risk of receiving MFIP or diversionary work program but are under 200% of the Federal Poverty Guideline (FPG)?

No Yes Check all the services that apply

- ABE/ELL Classes
- Job retention services
- Child care
- Referral to other programs
- Computer Lab Access
- Support Services
- GED
- Training/Job Skills Classes
- Job postings
- Other SPECIFY: this is through partner staff and community resources

2. Do you serve families not recently on MFIP/DWP that are under 200% of the Federal Poverty Guideline (FPG)?

No Yes

DESCRIBE

through partner staff and community resources

3. Do you provide services to Non-Custodial Parents (NCPs) that are under 200% of the Federal Poverty Guideline (FPG)?

No Yes

DESCRIBE

through partner staff and community resources

4. Describe the process you have in place to verify income below 200% FPG for participants that are not on MFIP or DWP.

- MAXIS
- Proxy
- Other

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5. Service Models (continued)

Minnesota Family Investment Program (MFIP) Services for Teen Parents

1. Are there specialized workers who work primarily with teens (for example, child care worker provides child care resources to teens only)?

No Yes Check all that apply for each age group

Minors (under age 18)	Age 18/19	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Financial worker
<input type="checkbox"/>	<input type="checkbox"/>	Employment service worker
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Social worker (Social Services)
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Public health nurse
<input type="checkbox"/>	<input type="checkbox"/>	Child care worker
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Child protection worker
<input type="checkbox"/>	<input type="checkbox"/>	Other job role

2. Is there a single point of contact for teens, that is, one staff with primary responsibility for keeping in contact with the teen, working with the teen, and making connections to other services? Respond for each age group separately. If yes for an age group, check the one position that serves this function within that age group.

No Yes

Minors (under age 18)	Age 18/19
<input type="radio"/> Financial worker	<input type="radio"/> Financial worker
<input type="radio"/> Employment service worker	<input checked="" type="radio"/> Employment service worker
<input checked="" type="radio"/> Social worker (Social Services)	<input type="radio"/> Social worker (Social Services)
<input type="radio"/> Public health nurse	<input type="radio"/> Public health nurse
<input type="radio"/> Child care worker	<input type="radio"/> Child care worker
<input type="radio"/> Child protection worker	<input type="radio"/> Child protection worker
<input type="radio"/> Other job role	<input type="radio"/> Other job role

3. Does your county have an active partnership with the local public health agency to get teen parents enrolled and engaged in public health nurse home visiting services? Check one for each age group.

Minors (under age 18)	Age 18/19
<input type="radio"/> Yes, mandatory	<input type="radio"/> Yes, mandatory
<input checked="" type="radio"/> Yes, voluntary	<input checked="" type="radio"/> Yes, voluntary
<input type="radio"/> No	<input type="radio"/> No

C. Measures

Performance Measures

- 1. Performance-based funding is determined by a service area's annualized Self-Support Index value. Review the information and report links in this section to see the effect of performance on funding and reporting, based on Statute 256J.626, subdivision 7.

Each year a bonus to a service area's Consolidated Fund allocation will be based on its performance on the Self-Support Index in the previous April to March year.

The **three-year Self-Support Index (S-SI)**: This measure starts with all adults receiving MFIP or DWP cash assistance in a quarter and tracks what percentage of them, three years later, are no longer receiving family cash assistance or are working an average of 30 hours a week if still receiving cash assistance. Those who left MFIP after reaching 60 counted months and those who left due to 100 percent sanction are only counted as a success if they worked an average of 30 hours per week in their last month of eligibility or if they began receiving Supplemental Security Income (SSI) after family cash assistance ended. To provide fair comparisons across service areas, DHS calculates a "Range of Expected Performance" for the S-SI that is based on local caseload characteristics and economic conditions. The service area's Self-Support Index value is whether the service area was above, within, or below its expected Range.

The S-SI and Range are annualized for the four quarters in the April through March year ending in the reporting year before the funding year. See the annualized report on the MFIP Reports page on the DHS website for 2021 <https://edocs.dhs.state.mn.us/lfserver/Public/DHS-4651H-ENG>. A service area with an annualized S-SI "above" its customized Range of Expected Performance for 2021 will receive a 2.5 percent bonus added to its Consolidated Fund allocation for calendar year 2022.

[Minnesota Family Investment Program 2021 Annualized Self-Support Index \(PDF\)](#)

If your service area is receiving a bonus, congratulations! Please share a success strategy here:

9999 characters remaining

If your service area performed "above" or "within," you can go to item 2.

If your service area performed "below" for two consecutive years, you will have to **negotiate a multi-year improvement plan** with the commissioner. If no improvement is shown by the end of the multiyear plan, the next year's allocation must be decreased by 2.5 percent, to remain in effect until the service area performs within or above its Range of Expected Performance.

