

Biennial Service Agreement 2026 - 2027 Survey

Welcome to the 2026 – 2027 Tribal Nation and County MFIP Biennial Service Agreement Survey! We are excited to be utilizing Qualtrics software to administer the BSA this year. This survey is required to receive consolidated funds for the Minnesota Family Investment Program (MFIP). This required survey will gather information from Tribal Nations, counties and consortia across the state about the services and strategies intended to meet program measures with the goal of increasing economic stability of low-income families on MFIP.

Your participation in the survey

- We anticipate this survey will take a significant amount of time to complete, please plan accordingly.
- Your responses to this survey will need to be posted and shared for 30 days prior to submission on October 15, 2025.
- Your participation in this survey is required for the MFIP program.
- You can see your progress via the progress bar at the top of the screen. Do not skip questions, and for questions without an answer, please indicate "N/A".

How survey information will be used

State staff from the MFIP program will use information collected to help gather information about the program strengths and service delivery gaps. This is a comprehensive assessment of current efforts will help provide insights into what type of assistance is needed. Results will help provide information that will help support the development of new strategies to better serve participants who are utilizing MFIP supports. Responses will also help to inform ongoing efforts to continually improve the MFIP program so that it works better for children, youth and families in Minnesota.

We know that as public service professionals and leaders, you are incredibly busy, and we are so grateful for your time in completing this survey. Thank you for all you do for Minnesota children, families, and communities.

To navigate this survey

- If you are using a mouse or touch screen, click the "Next page" and "Back" buttons at the bottom of your screen to advance or go back a page.
- If you are using keyboard shortcuts or assistive technology, use the tab key to navigate to an object, arrow keys to navigate within an object (or response options), and space bar to select an item.
- Preview Results: Once you approach the end of the survey, you can preview your results and download a PDF document. This document is what is shared during the 30-day public comment timeframe.
- After the 30 day public comment period is complete, you will then log back in through the link provided in the original email and at the end of the survey, please be sure to click or select the "Submit" button at the bottom of your screen to record your responses due by October 15, 2025.

Contact Information - Please fill in and complete each field for this section.

Tribal Nation Name / County / Consortium	Olmsted County
Plan Year	2026-2027
Contact Person	Meridee Braun
Title	Director
Address	2117 Campus Dr SE
City	Rochester
State	Minnesota
Zip Code	55904
Phone Number	5073286513
Email Address	meridee.braun@olmstedcounty.gov
Confirm Email Address	meridee.braun@olmstedcounty.gov

Please review [Bulletin # 25-11-02](#) for more details before you complete this survey.

You can also access the Bulletin through this link: https://www.dhs.state.mn.us/main/idcplg?IdcService=GET_FILE&Rendition=Primary&RevisionSelectionMethod=LatestReleased&allowInterrupt=1&dDocName=mr072357&noSaveAs=1&utm_medium=email&utm_source=govdelivery

Identify challenges in **financial assistance** that are prohibiting you from properly serving Minnesota Family Investment Program (MFIP) families in your community.

High staff turnover and incomplete applications lead to delays or case closures for non-compliance. Communication gaps and complex systems—such as letters with technical jargon or unclear timelines—cause confusion for families and workers needing to override system results as current MAXIS system is not kept up to date to match policy and procedures. Rising housing costs in Rochester and surrounding areas, along with untreated trauma and mental health challenges, further hinder family stability.

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

Access to both affordable and flexible childcare. Mismatch between available jobs and participant skills. Transportation barriers—inconsistent or unavailable prevents families from getting to work training or job search. Employment counselors carrying high caseloads, increased turnover disrupting client relationships. Rigid Program requirements and sanctions.

Identify resources in your community that benefit MFIP families.

Olmsted County health housing and human services. Workforce Development/Intercultural Mutual Assistance Association-Employment Services, Job search education and training, Housing Shelter Support-The Landing, Families First Childcare and early learning. Food, Clothing and Basic Needs: Channel One Regional Food Bank, Salvation Army. Mental Health and Family Support-Zumbro Valley Health Center, Southeast Regional Crisis Center.

Identify resources that are **not available in your community** that would benefit MFIP families.

Olmsted County would benefit from additional resources to better support MFIP families, particularly in areas that address persistent service gaps. There is a strong need for more affordable and flexible childcare options, especially for non-traditional hours and infant care, as well as expanded rural and low-cost transportation services to help families access work, training, and appointments. The shortage of transitional and supportive housing continues to impact family stability, particularly as rent prices rise. Increased access to trauma-informed mental health and substance use services—delivered in a culturally competent manner—is critical, along with improved digital access and literacy support for families navigating online benefit systems. Language and cultural barriers also call for more multilingual staff, translated materials, and culturally responsive service delivery. Expanding paid work experience and career-pathway programs would provide MFIP participants with meaningful employment opportunities. Finally, having more community navigators to help families understand and access complex systems, and simplifying communications from the County and DHS, would reduce confusion, increase engagement, and improve overall program success.

MFIP Employment Services Supervisor Contact

Name	Salitha Philip
Phone	507-328-6142
Email	salitha.philip@olmstedcounty.gov

DWP Supervisor Contact

Name	Salitha Philip
Phone	507-328-6142
Email	salitha.philip@olmstedcounty.gov

Financial Assistance Services Supervisor Contact

Name	Naomi Morris
Phone	507-328-7933
Email	naomi.morris@olmstedcounty.gov

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

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

- ☒ Home visits
- ☒ Off-site meeting opportunities
- ☒ Virtual Appointments
- ☒ Workforce One Connect App
- ☒ Sanction outreach services
- ☒ Incentives, please specify:

Support Funds

- ☒ Other, please specify in the text box below

Creative and relevant job search class topics

What type of job development do you do? **Check all that apply.**

- ☒ Sector job development
- ☒ Individual job development
- ☒ Other, please specify in the text box below.

Career pathways, bridges to public employment

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

For example, some of these activities could include, but are not limited to: Interview opportunities, job skills training, job placement, job shadowing, on-site job training, work experience, helping to plan training programs, other.

- ☐ No
- ☒ Yes

Please check all activities community employers provide to help participants with employment.

- ☒ Interview opportunities
- ☒ Job skills training
- ☒ Job placement
- ☒ Job shadowing
- ☒ On-site job training
- ☒ Work experience
- ☒ Helps plan training programs
- ☒ Other, please specify in the text box below

Job fairs, hiring events, employer based job clubs

Do you provide the following services to prepare participants for work?

For example, some of these services could include, but are not limited to: Transportation, soft skills training, financial planning, mentoring, other.

- ☐ No
- ☒ Yes

When it comes to the services provided to help prepare participants for work, please **check all activities that are provided.**

- ☒ Transportation
- ☒ Soft Skills Training
- ☒ Financial Planning
- ☒ Mentoring
- ☐ Other, please specify in text box below

Do you provide job retention services for employed participants?

For example, some of these services could include, but are not limited to: Assist with issues that develop on the job, transportation, financial planning, soft skill training, mentoring, personal contact with employee and how often, other.

- ☐ No
- ☒ Yes

When it comes to job retention services for employed participants, please **check all that apply**.

- ☒ Available to assist with issues that develop on the job
- ☒ Transportation
- ☒ Financial planning
- ☒ Soft skills training
- ☒ Mentoring
- ☒ Personal contact with the employee and how often:

at least monthly

- ☒ Other, please specify in the text box below

Community resource connections and career laddering

How long do you provide job retention services?

- ☐ Up to 3 months
- ☐ 6 months
- ☐ 12 months
- ☒ Other (please specify)

3-6 months

Do you provide job advancement services to employed participants?

For example, some of these services could include, but are not limited to: career laddering, coaching / mentoring, education / training, networking, ongoing job search, other

- ☐ No
☒ Yes

When it comes to job advancement services for employed participants, please **check all that apply**.

- ☐ Career laddering
☐ Coaching/mentoring
☐ Education/training
☐ Networking
☐ Ongoing job search
☒ Other

Selection of ALL (Radio buttons not working) also Job Fairs

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

For example, some of these programs include, but are not limited to: Pathways to Prosperity, Work Keys, National Career Readiness Certificate

- ☐ No
☒ Yes

When it comes to the programs that you utilize for career pathway, skills assessment, or credentialing, please **check all that apply**.

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

Family Stabilization Services (FSS)

Do you have qualified professionals available to assist with FSS cases in your service area who meet the licensure and accreditation requirements?

For example, qualified professionals could include, but are not limited to: licensed physician, physician assistant, advanced practice registered nurse, physical therapist, occupational therapist, licensed social worker, licensed psychologist, certified school psychologist, mental health professional, certified psychometrist, other)?

- ☐ No
☒ Yes

When it comes to having qualified professionals available to assist with FSS cases in your area who meet the licensure and accreditation requirements, please **check all that apply**.

- ☐ Licensed physician
☐ Advanced practice registered nurse
☐ Occupational therapist
☒ **Licensed psychologist**
☒ **Mental health professional**
☐ Physician assistant
☐ Physical therapist
☒ **Licensed social worker**
☐ Certified school psychologist
☐ Certified psychometrist
☒ **Other**

Attorney, assists with social security, career planner

Do you make referrals for children of FSS participants?

For example, some referrals for children of FSS participants could include, but are not limited to:

Children's Mental Health Services, Child Wellness Check-ups, Follow Along Program, Public Nurse home visiting services, Women, Infants, and Children program (WIC), other?

- ☐ No
☒ Yes

When it comes to making referrals for children of FSS participants, please **check all that apply**.

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

Headstart-early childhood education

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

- ☐ No
- ☒ Yes

Services for families under 200% of Federal Poverty Guideline (FPG)

Do you provide services to families who have exited MFIP/DWP or families at risk of receiving MFIP or the Diversionary Work Program (DWP), but are under 200% of the Federal Poverty Guideline (FPG)?

For example, this could include, but is not limited to: child care, GED, job posting, support services, job retention services, Adult Basic Education (ABE) / English Language Learning (ELL) classes, computer lab access, transportation / vehicle repair, other.

- ☐ No
- ☒ Yes

For families who you serve that are under 200% of Federal Poverty Guidelines, that have either exited MFIP/DWP or at risk of receiving MFIP or DWP, please **check all services that apply** for these families.

- ☒ Child care
- ☒ GED
- ☒ Job postings
- ☒ Support services
- ☒ Job retention services
- ☒ ABE/ELL classes
- ☒ Computer lab classes
- ☒ Transportation/vehicle repair
- ☒ Other

WIOA

How long do you provide these services?

- ☐ Up to 3 months
- ☒ 6 months
- ☐ 12 months
- ☐ Other (please specify)

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

For example, this could include, but is not limited to: child care, GED, job posting, support services, job retention services, ABE / ELL classes, computer lab access, transportation / vehicle repair, other.

- ☐ No
- ☒ Yes

Please check all services that apply.

- ☒ Child care
- ☒ GED
- ☒ Job postings
- ☒ Support services
- ☒ Job retention services
- ☒ ABE/ELL classes
- ☒ Computer lab access
- ☒ Transportation/vehicle repair
- ☒ Other

WIOA

How long do you provide these services?

- ☒ Up to 3 months
- ☐ 6 months
- ☐ 12 months
- ☐ Other (please specify)

How many NCPs are you are currently serving?

0

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

Use electronic systems to verify or paper verifications.

Minnesota Family Investment Program (MFIP) Services for Teen Parents

Are there specialized workers who work primarily with teen parents?

- ☐ No
- ☒ Yes

Please indicate the specialized workers for each age group, **check all that apply** for each age group.

	Minors (Under age 18)	Age 18 / 19	Not Applicable (N/A)
Financial Worker	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Employment Services Worker	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Social Worker	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Public Health Nurse	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Child Care Worker	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Child Protection Worker	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Other job role (please specify) <div></div>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

When it comes to **Teen parents who are considered minors (participants who are under age 18)**, please indicate if there a single point of contact for teen parents, that is, one staff with primary responsibility for keeping in contact with the teen, working with the teen, and making connections to other services?

Responses are for staff positions whose primary responsibility is for working with Teen Parents who are **considered minors (under age 18)**, if yes, check the one position / position(s) that serves this function for this specific age group of MFIP Teen Parents.

	YES, for Minors (under age 18)	NO, not for Minors (under age 18)	Not Applicable (N/A)
Financial worker	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Employment Services Worker	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Social Worker (Social Services)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Public Health Nurse	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Child Care Worker	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Child Protection Worker	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Other job role <input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

When it comes to **Teen Parents who are age 18 - 19**, please indicate if there a single point of contact for teen parents, that is, one staff with primary responsibility for keeping in contact with the teen, working with the teen, and making connections to other services?

Responses are for staff positions whose primary responsibility is for working with Teen Parents who are **age 18 - 19**, if yes, check the one position / position(s) that serves this function for this specific age group of MFIP Teen Parents.

	YES, for ages 18 - 19	NO, not for ages 18 - 19	Not Applicable (N/A)
Financial worker	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Employment Services Worker	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Social Worker (Social Services)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Public Health Nurse	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Child Care Worker	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Child Protection Worker	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Other job role <input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Does your Tribal Nation / County have an active partnership with local public health agency to get teen parents enrolled and engaged in public health nurse home visiting services? Please **select one option for each age group**.

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

Describe how you are ensuring your services are ***inclusive*** for all.

We prioritize equitable, person-centered service by ensuring accessible application tools, meeting immediate needs, and building a diverse workforce that reflects the community we serve.

Describe how you are ensuring your services are ***accessible*** for all.

We prioritize equitable, person-centered service by ensuring that our programs and services are accessible to all individuals, regardless of background or circumstance. We offer a variety of tools to support application accessibility, continuously assess and respond to immediate needs, and strive to remove barriers to participation. Our commitment includes building a diverse workforce that reflects the community we serve, fostering trust and cultural understanding in every interaction.

How are you working to ***advance equity in service delivery*** in your Tribal Nation / County?

Our mission is to eliminate disparities and ensure equitable outcomes for all in Olmsted County by fostering diversity, inclusion, and strong community partnerships. We promote learning through education and work to deliver inclusive, barrier-free services to all residents.

Do you provide trainings to prepare your staff to work effectively with people from various backgrounds and perspectives?

☒ **Yes, mandatory. If yes, provide the title of the training and how often it is provided.**

Respectful Workplace, Civil Rights, Digital Accessibility, Be Safe in your workplace,

☐ **Yes, voluntary. If yes, provide the title of the training and how often it is offered.**

☐ **No. If no, please explain:**

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

☐ No

☒ **Yes, please describe.**

Workforce One Connect App

Does your Tribal Nation / County have the Workforce One Connect app available to participants?

☐ No, please explain

☒ **Yes**

Since you indicated "yes" in making Workforce One Connect app available to participants, please indicate which of the following groups are utilizing the app features in Workforce One:

☒ **Employment Services**

☐ Financial Workers

☐ Childcare Workers

☐ Other (please specify)

Do you limit the number of employment services staff that have MAXIS access?

Note: MN Department of Children, Youth, and Families does not limit the number of employment services staff that can have MAXIS access.

- ☒ No
- ☐ Yes, please explain

Describe the process your service area uses to identify and resolve discrepancies between MAXIS and Workforce One data in areas such as Family Stabilization Services coding, employment / hours, sanction status, etc.

Olmsted County's Employment Services Data Specialist reviews MAXIS and WF1 to identify and resolve discrepancies (e.g., hours, coding, sanctions, FSS status, exemptions). They also work to streamline processes and prevent future errors. In collaboration with an Eligibility Specialist, they review the Family Violence Waiver Master List and FSS Mismatch Report. The specialist uses data from DHS DEED reports and county performance measures to guide improvement efforts. Eligibility Specialists and Career Planners/Counselors maintain regular communication to ensure case accuracy and compliance, with all employment counselors at WDI and IMAA trained and granted access to MAXIS. The county also has integrated formal meetings between Eligibility and Employment Services staff. ***We would like to call out access to appropriate reports, we have to reach out to DHS to funnel us the information. We are hoping to gain access to BOBI/SIR etc. and additional data** Accessing appropriate data continues to be a barrier for us having the ability to make data driven decisions.

Child Care Assistance Program

What strategies does your agency use that involve MFIP and / or Employment Services staff to support timely and consistent receipt of child care assistance through the Child Care Assistance Program? **Select all that apply.**

- ☐ Shared electronic document management system
- ☐ Regular case consultation meetings
- ☐ Workers with dual MFIP and CCAP role
- ☐ Workers with dual Employment Services and CCAP role
- ☐ Specific CCAP workers process MFIP child care cases
- ☒ **MFIP and / or Employment Service workers receive training related to CCAP**
- ☒ **Communications with CCAP worker via phone, email or fax**
- ☐ Use of agency-developed forms or documents
- ☒ **MFIP and / or Employment Services workers assist families with completing CCAP paperwork (for example: the CCAP application)**
- ☒ **MFIP and / or Employment Services workers have MEC2 Inquiry access**
- ☐ Other, please specify

What barriers prevent timeliness?

Barriers to timeliness include staffing changes, incomplete applications from customers, system issues or updates and staff adjusting to new policies, procedures, and necessary system overrides for accurate benefit issuance.

Does your Tribal Nation / County provide emergency shelter or crisis services from your Consolidated Fund?

- ☐ No
- ☒ **Yes**

Submit a copy of your Emergency Assistance policy as an attachment if any changes have been made since the last BSA. Also, please describe any major changes you have made to this policy down below.

Olmsted County Emergency Assistance %26 Emergency General Assistance Policy.pdf

0.2 MB

application/pdf

Please review [Bulletin # 25-11-02](#) for more details before you complete this section. You can also access the Bulletin from this link: https://www.dhs.state.mn.us/main/idcplg?IdcService=GET_FILE&Rendition=Primary&RevisionSelectionMethod=LatestReleased&allowInterrupt=1&dDocName=mr072357&noSaveAs=1&utm_medium=email&utm_source=govdelivery

If your service area is receiving a bonus, please share successful strategies of engagement:

N/A

What strategies and action steps for each of the groups below the disparities reference line do you plan to implement for the coming biennium to reduce these disparities.

Olmsted County has Racial Equity Initiative. We also participate in the TANF Data Collaborative (now HS Data Mosaic) with other counties and DHS partners, using R scripts to analyze TANF churn data by demographics. This research aims to identify systemic biases and improve policies for both participants and staff. To ensure our services are participant-informed, we distribute an MFIP Customer Satisfaction Survey and use the feedback to drive data-informed improvements. Our Employment Services agency includes an Outreach Specialist focused on building trust and awareness among BIPOC communities and employers, particularly addressing disparities among African American, American Indian, and Hmong populations. Additionally, WDI is partnering with Equity in the Environment to support BIPOC women entering the trades.

What procedures are in place to ensure that program funds are being used appropriately as directed by law? **Check all that apply.**

- ☒ Budget control procedures for approving expenditures
- ☒ Cash management procedures for ensuring program income is used for permitted activities
- ☒ Internal policies around use of funds (i.e., participant support services)
- ☐ Other, please specify in the text box below

What procedures are in place to ensure program policies are followed and applied accurately? **Check all that apply.**

- ☒ Case consultation
- ☒ Sample case review by supervisors
- ☒ Sample case review by lead worker / mentor
- ☒ Sample case reviews by peers
- ☐ Others, please specify in the text box below

If your Tribal Nation / County is interested in applying for the waiver for the upcoming biennium, please complete the following questions.

Describe the activity(s) you will provide.

Explain the reasons for the increased administrative cost.

Describe the target population and number of people expected to be served.

Describe how the unpaid work experience is designed to impart skills and what steps are taken to help participants move from unpaid work to paid work.

If your County/Tribal Nation is providing unpaid work experience activities for MFIP participants and you don't already have an Injury Protection Plan (IPP) in place, please click on eDocs to fill out the IPP form. Email the completed form to: Jonathan.Hausman@state.mn.us

The following section will be collecting information on your current employment service providers. Please select one the following options and answer the following questions.

- ☒ **We have multiple Employment Service Providers we work with.**
- ☐ We have a Workforce Center that is our only Employment Service Provider.

Current Employment Service Providers

In this section, you will have an opportunity to list all of your current employment services provider(s). As you enter their information, you will receive a follow-up question that will ask which populations this provider serves. Please indicate which respective population is served with each employment services provider. These questions will repeat for multiple entries if you have multiple employment service providers to include.

The list will be used to verify current providers available in Workforce One.

Helpful Tip: It may be easier to complete this section by compiling the list of information needed for this section *before* you enter the information into this BSA survey. We will need the ES provider name, address, contact person, phone number and email for each ES provider. In addition, a follow-up question will ask about which populations the provider serves (for example: MFIP ES, DWP ES, FSS, Teen Parents, 200% FPG, *Other).

ES Provider Name

Workforce Development Inc.

Address

2070 College View Road East, Rochester, MN 55904

Contact Person

Kyle Mullen

Phone Number

651-376-2005

Email

kmullen@wdimn.org

Please check the respective box to indicate which population is served by Workforce Development Inc.

- ☒ MFIP ES
- ☒ DWP ES
- ☒ FSS
- ☒ Teen Parents
- ☒ 200% FPG
- ☐ Other

Please check the respective box to indicate if you have additional providers to add.

- ☐ I have entered all of the current Employment Service providers we work with.
- ☒ **I have additional Employment Service providers to I need add.**

List your current employment services provider(s). On the following question please check the respective box to indicate which population served. The list will be used to verify current providers available in Workforce One.

ES Provider Name	<input type="text" value="Intercultural Mutual Assistance Association"/>
Address	<input type="text" value="2500 Valleyhigh Drive NW, Rochester, MN 55901"/>
Contact Person	<input type="text" value="Armin Budimlic"/>
Phone Number	<input type="text" value="507-289-5960"/>
Email	<input type="text" value="armin.budimlic@imaa.net"/>

Please check the respective box to indicate which population is served by Intercultural Mutual Assistance Association

- ☒ MFIP ES
- ☒ DWP ES
- ☒ FSS
- ☒ Teen Parents
- ☒ 200% FPG
- ☐ Other

Please check the respective box to indicate if you have additional providers to add.

- ☒ **I have entered all of the current Employment Service providers we work with.**
- ☐ I have additional Employment Service providers to I need add.

Does your Tribal Nation / County (select one):

- ☒ **Have at least two employment and training service providers.**
- ☐ Have a CareerForce center that provides multiple employment and training services, offers multiple services options under a collaborative effort, and can document that participants have choice among employment and training services designed to meet specialized needs.
- ☐ Intend to submit a financial hardship request. See following question.

Budget

In the budget table below, indicate the amount and percentage for each item listed for the budget line items for calendar years 2026 – 2027.

Also note:

- Refer to the 2026-27 Minnesota Family Investment Program (MFIP) Biennial Service Agreement (BSA) Guidelines Bulletin section, "Allowable Services under MFIP Consolidated Fund."
- Total percent must equal 100.
- Income maintenance administration is reasonable in comparison to the whole budget.
- Ensure the Emergency Assistance/Crisis Services plan is included if funds are allocated.
- All services must be an allowable expenditure under the MFIP Consolidated Fund
- Allocation amounts must be spent by the end of calendar year, remaining amounts does not roll over into the following year
- Medical expenditures are NOT allowable.

Helpful Tip: Write down the total budgeted amounts for 2026 and 2027, this information will be asked for in a later section in the BSA. You will want to have the total budget amounts for 2026 and 2027 when you get to that section.

2026 Budget Line Items: Please ensure that the percent total does NOT exceed 100%

	Budgeted Amount	Percent
Employment Services (DWP)	<input type="text" value="73992"/>	<input type="text" value="0"/>
Employment Services (MFIP)	<input type="text" value="12890"/>	<input type="text" value="0"/>
Emergency Services/Crisis Fund	<input type="text" value="57803"/>	<input type="text" value="0"/>
Administration (cap at 7.5% or up to 15% with an approved administrative cap waiver)	<input type="text" value="20000"/>	<input type="text" value="0"/>
Income Maintenance Administration	<input type="text" value="34012"/>	<input type="text" value="0"/>
Incentives (include the total amount of funds budgeted for participant incentives but don't include support services here)	<input type="text" value="0"/>	<input type="text" value="0"/>
Under 200% Services	<input type="text" value="0"/>	<input type="text" value="0"/>
Capital Expenditures	<input type="text" value="0"/>	<input type="text" value="0"/>
Other	<input type="text" value="0"/>	<input type="text" value="0"/>
Total	<input type="text" value="2,301"/>	<input type="text" value="0"/>

2027 Budget Line Items: Please ensure that the percent total does NOT exceed 100%

	Budgeted Amount	Percent
Employment Services (DWP)	<input type="text" value="73992"/>	<input type="text" value="0"/>
Employment Services (MFIP)	<input type="text" value="12890"/>	<input type="text" value="0"/>
Emergency Services/Crisis Fund	<input type="text" value="57803"/>	<input type="text" value="0"/>
Administration (cap at 7.5% or up to 15% with an approved administrative cap waiver)	<input type="text" value="20000"/>	<input type="text" value="0"/>
Income Maintenance Administration	<input type="text" value="34012"/>	<input type="text" value="0"/>
Incentives (include the total amount of funds budgeted for participant incentives but don't include support services here)	<input type="text" value="0"/>	<input type="text" value="0"/>
Under 200% Services	<input type="text" value="0"/>	<input type="text" value="0"/>
Capital Expenditures	<input type="text" value="0"/>	<input type="text" value="0"/>
Other	<input type="text" value="0"/>	<input type="text" value="0"/>
Total	<input type="text" value="2,301"/>	<input type="text" value="0"/>

Public Input

Prior to submission, did the Tribal Nation / County solicit public input for at least 30 days on the contents of the agreement?

- ☒ Yes, public input was gathered for at least 30 days regarding the contents of this agreement.
- ☐ No, public input was *not* gathered for at least 30 days regarding the contents of this agreement.

Was public input received?

- ☐ Yes, public input was received and used.
- ☐ Yes, public input was received but *not* used.
- ☒ No public input was received.

Assurances

It is understood and agreed by the 2026-2027 board that funds granted pursuant to this service agreement will be expended for the purposes outlined in [Minnesota Statutes, section 142G](#); that the commissioner of the Minnesota Department of Children, Youth, and Families (hereafter department) has the authority to review and monitor compliance with the service agreement, that documentation of compliance will be available for audit; that the Tribal Nation/County make reasonable efforts to comply with all MFIP requirements, including efforts to identify and apply for available state and federal funding for services within the limits of available funding; and that the Tribal Nation/County agrees to operate MFIP in accordance with state law and federal law and guidance from the department.

Tribal Nations and Counties may use the funds for any allowable expenditures under [Minnesota Statute, 142G.76.2](#), including case management outlined in [Minnesota Statutes, section 142G](#).

This allocation is funded with 8% state funds and 92% federal TANF funds and paid quarterly.

Federal funds. Payments are to be made from federal funds. If at any time such funds become unavailable, this CONTRACT shall be terminated immediately upon written notice of such fact by STATE to Tribal Nation/County. In the event of such termination, Tribal Nation/County shall be entitled to payment, determined on a pro rata basis, for services satisfactorily performed. An amendment must be executed any time any of the data elements listed in 2 CFR 200.332 and this clause, including the Assistance Listing number, are changed, such as additional funds from the same federal award or additional funds from a different federal award. STATE has determined that Tribal Nation/County is a “contractor” and not a “subrecipient” pursuant to 2 C.F.R section 200.331.

Pass-through requirements. Tribal Nation/County acknowledges that, if it is a subrecipient of federal funds under this CONTRACT, Tribal Nation/County may be subject to certain compliance obligations. Tribal Nation/County can view a table of these obligations in the [Health and Human Services Grants Policy Statement](#), [1] Exhibit 3 on page II-3, in addition to specific public policy requirements related to the federal funds here. To the degree federal funds are used in this contract, STATE and Tribal Nation/County agree to comply with all pass-through requirements, including each Party’s auditing requirements as stated in 2 C.F.R. § 200.332 (Requirements for pass-through entities) and [2 C.F.R. §§ 200.501-521 \(Subpart F – Audit Requirements\)](#). [2]

Tribal Nation / County Name (Must match the name associated with the Unique Entity Identifier)

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Tribal Nation / County Unique Entity Identifier (UEI): Effective April 4, 2022, the Unique Entity Identifier is the 12 character alphanumeric identifier established and assigned at [SAM.gov](https://sam.gov) to uniquely identify business entities and must match Tribal Nation / County name.

55OLM995

Federal Award Identification Number (FAIN): 2601MNTANF and 2701MNTANF

Federal Award Date: October 1, 2025 (projected) (The date of the award to the MN Dept. of Children, Youth, and Families.)

Period of Performance (please use words and numbers, for example: May 23, 2025)

Start Date

January 1, 2026

End Date

December 31, 2027

Budget period start and end date: January 1, 2026 – December 31, 2027

Amount of federal funds:

A. Total Amount Awarded to DCYF for this project: \$103,290,000 (projected)

B. Total Amount Awarded by DCYF for this project to Tribal Nation / County named above:

\$2,301,207.00

Federal Award Project description: Temporary Assistance for Needy Families (TANF)

Name

Federal Awarding Agency: Administration for Children and Families

MN Dept. of Children, Youth, and Families (DCYF)

Contact information of DHS's awarding official: Jovon Perry, Jovon.perry@state.mn.us.

Assistance Listings Number & Name (formerly known as CFDA No.): Payments are to be made from federal funds obtained by STATE through Catalog of Federal Domestic Assistance (CFDA) No.:

Number

93.558

Title

Temporary Assistance for Needy Families (TANF)

Total amount made available
at time of disbursement

184097.00

Is this federal award related to research and development?

- ☒ No
☐ Yes

Indirect Cost Rate for this federal award is: up to 15% (including if the *de minimis* rate is charged)

SERVICE AGREEMENT CERTIFICATION

☒ Checking this box certifies that this 2026 - 2027 MFIP Biennial Service Agreement has been prepared as required and approved by the Tribal Nation / County board(s) under the provisions of Minnesota Statutes, section 142G.

State the name of the chair of the Tribal Nation / County board of commissioners or authorized designee, their mailing address and the name of the Tribal Nation / County.

Name (chair or designee)

Chair Commissioner Mark Thein

Mailing Address

151 4th Street SE, Rochester, MN 55904

Tribal Nation / County

Olmsted

If your Tribal Nation / County agency is unable to complete your BSA by October 15th, 2025, you will need to request an extension by emailing Jonathan.Hausman@state.mn.us. Please provide additional information about why you were not able to compete this form.

DATE OF CERTIFICATION (please use words and numbers, for example: September 23, 2025)

August 8, 2025

This content will change closer to the date

You are about to see a summary of your responses on the next page when you click "Next." This is a spot to review your answers to your questions and to help prepare a PDF summary of your answers for the 30-day Public Comment Period.

Once you click "Next" and are taken to the following page, please do **NOT** click "next" or "submit" on the next page at this stage in the process. Your responses to the PDF summary need to be posted for 30 days prior to your submission of your answers and responses. Once you have had 30 days for public review and comment on BSA responses entered here, then you can log back in on the link that was provided in your original email and access the survey to submit for completion of the 2026-2027 BSA.

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