**Subsidized Guardianship Eligibility Determination and Permanency Plan Addendum**

**Use of form:** Completion of this form is required pursuant to Wis. Admin. Code s. DCF 55.05. The agency shall use this form to determine if a child and their prospective guardian(s) are eligible for subsidized guardianship payments by answering the following questions. The child and prospective guardian(s) must be deemed eligible for subsidized guardianship payments prior to the agency entering into a subsidized guardianship agreement with the prospective guardian(s). If a prospective guardian(s) submits a written request to determine their eligibility for subsidized guardianship payments to the agency, the agency shall provide this completed form to the prospective guardian(s) as written determination of their eligibility no later than 30 days after receiving the request. Personal information you provide may be used for secondary purposes [Privacy Law, s. 15.04(1)(m), Wisconsin Statutes].

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| --- | --- | --- | --- |
| Today’s Date | Agency Name | | |
| Child’s Full Name | | | Child’s Birthdate |
| Prospective Guardian 1 - Full Name | | Prospective Guardian 2 - Full Name | |
| **CHILD ELIGIBILITY** | | | |

| Yes | No | N/A |  |
| --- | --- | --- | --- |
|  |  |  | Has the child been removed from their home pursuant to a voluntary placement agreement under Wis. Stat. s. 48.63 or under a substantially similar tribal law of a Tribe located in Wisconsin or under a Wisconsin court order or substantially similar tribal court order containing a finding that continued placement of the child in their home would be contrary to the welfare of the child? |
|  |  |  | Has reunification and adoption/customary adoption been determined not to be appropriate permanency options for the child? |
|  |  |  | Describe the efforts the agency has made to reunify the child and the why the agency has determined that reunification is not in the child’s best interests. |
|  |  |  | Describe the steps taken to determine that adoption/customary adoption is not in the child’s best interests and the reasons why adoption/customary adoption is not being pursued. Include the efforts the agency has made to discuss adoption/customary adoption with the child’s prospective guardian and document the reasons the prospective guardian has chosen not to pursue adoption/customary adoption. |
|  |  |  | Describe the reasons why a subsidized guardianship arrangement is in the child’s best interests. Include the ability of the proposed guardian to maintain the relationship and contact with the child’s parent(s). |
|  |  |  | Describe the efforts made by the agency to discuss the subsidized guardianship arrangement with the child’s parent(s) or the reasons why efforts were not made. |
|  |  |  | **This question is not required to be completed for an Indian child who is under the jurisdiction of a tribal court.** Is the child an Indian child and subject to the jurisdiction of a circuit court? If yes, describe how the subsidized guardianship meets the requirements for placement preference under Wis. Stat. s. 48.028(7)(b), or if applicable, Wis. Stat. s. 48.028(7)(c), unless good cause is found not to place according to the placement preferences as provided under Wis. Stat. s. 48.028(7)(e). |
|  |  |  | Does the child demonstrate a strong attachment to the prospective guardian? |
|  |  |  | Has the child been placed with the prospective guardian for at least six consecutive months immediately before guardianship is established? |
|  |  |  | Is the child placed separate from siblings? If yes, describe the reasons for any separation of siblings during placement. |
|  |  |  | **This question is not required to be completed if the child is under 14 years of age.** For a child age 14 or older, have they been consulted regarding the guardianship arrangement? |
|  |  |  | Is the proposed guardianship under Wis. Stat. s. 48.977 or under a tribal court order that is substantially similar to an order under s. 48.977? |

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| **PROSPECTIVE GUARDIAN ELIGIBILITY** | | | | | | |
| Yes | No |  |  | | | |
|  |  |  | Is the prospective guardian a relative of the child as defined by Wis. Stat. s. 48.02(15), or “like-kin” to the child as defined by Wis. Admin. Code s. DCF 55.02(7). | | | |
|  |  |  | Has the prospective guardian been a licensed foster parent for at least six consecutive months before being named the guardian of the child and all nonclient residents in the prospective guardian’s home have met the background check requirements in Wis. Stat. s. 48.685 and Wis. Admin. Code s. DCF 56.05(1)(f) and Wis. Admin. Code s. DCF 56.055 or in accordance with 42 USC 671 (a) (20)? | | | |
|  |  |  | Does the prospective guardian demonstrate a strong commitment to caring permanently for the child? | | | |
| **ELIGIBILITY DETERMINATION** | | | | | | |
| Child and the prospective guardian are eligible for subsidized guardianship. | | | | | | |
| Child and/or the prospective guardian are not eligible for subsidized guardianship based on the following reasons: | | | | | | |
|  | | | |  |  |  |
| Agency Representative’s Signature | | | |  | Date Signed |  |
|  | | | |  |  |  |
| Agency Supervisor’s Signature | | | |  | Date Signed |  |
| **APPEALS PROCESS** | | | | | | |
| If you are the prospective guardian and you disagree with this determination, you may request a hearing in writing or in person, within 45 days of the date of this notice. A written request should be sent to: Division of Hearings and Appeals, P.O. Box 7875, Madison, WI 53707. Appeals may be hand-delivered to the Division at 4822 Madison Yards Way, 5th Floor Madison, WI 53705. You should include a short statement about the matter you are appealing and the reason for your appeal. | | | | | | |