

Test Language:

Before you click on "Next", download the PDF of responses to your questions for the 30-day window review process from September 15 - October 15, 2025. You can come back to submit your responses after the 30 day comment period is complete. You can access your saved survey responses by clicking on the link that was originally emailed to you.

DO: Review responses before clicking to download the PDF of responses for public comment period.

DO NOT: Click "Next" or you will be submitting your BSA responses before the 30-day public comment period.

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	Beltrami
Plan Year	2026-2027
Contact Person	Curtis T. Anderson II
Title	Economic Assistance Division Director
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City	Bemidji
State	MN
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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.

In Beltrami County, from an access view, our financial assistance teams continue to witness turnover. This creates training issues combined with continuing adjustments in both federal and state statutes that cause confusion and create the impression of a complex and unwieldy public assistance system that can discourage not only workers but also applicants. The high turnover in employees creates a learning curve for our staff and the issues with a state lead education while we have a county run administration means that needs are sometimes not addressed timely for training. We also continue to be reliant on a state eligibility system that is outdated and does not cross communicate amongst all the other state systems that will allow us at the county to "see" the whole case and provide the best customer service. When there are errors in service because of these outdated systems we are required to work on, it's the county that is considered in error by the state. This also hurts employee morale and retention. Finally, if counties want to update or modernize they are required to foot the cost with county dollars. In Beltrami while we have a large land mass we are amongst the poorest counties in the state, with large amounts of land that are untaxable, so the burden falls on a very small percentage of the population which is unsustainable and leaves many potential solutions outside our ability to implement.

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

In Beltrami County, from an access view, the challenges include a lack of awareness and understanding, as well as a perception of a complex and confusing system. When we look at the families that we serve, they face mental, physical health problems, long term homelessness, lack of access to decent/affordable housing, child care, reliable transportation (as we are a large county in land mass), education barriers with limited education and so hiring biases that can make finding work opportunities for those who are justice involved, Native American, elderly, or homeless difficult. Again, the biggest challenges remain with Transportation and Child Care. There is no countywide bus system and Paul Bunyan transit only serves individuals within the city limits. Without a running vehicle, or not having a driver's license, there have been barriers to providing quality employment services to our out-county members due to the tyranny of distance. Child Care also remains a barrier and it is due to the reduction in legal non-licensed child care opportunities due to increased requirements for those providers to be utilized within the state Child Care Assistance Program.

Identify resources in your community that benefit MFIP families.

Our partnership with Community Resource Connections, by having their Navigators in our office helps us provide additional resources and opportunities for our MFIP Families. Community Resource Connections' mission is to connect residents with the services they need to thrive and service agencies with the people they are intended to serve. Their Navigators are available in our shared space to the public, as well as area professionals, for the purpose of providing information about area services. Service Access Specialists are trained to assist the public on a wide spectrum of service options including but not limited to: Social Security Disability, Medicare, Housing services, Mental health services, Financial Assistance, and more. CRC encourages and enables collaboration through membership, networking events, centralized information/referral, and joint projects; CRC recognizes the importance of each agency staying true to their mission. We also partner with Northwest Indian CDC. NWICDC services imbed Indigenous worldviews and values with Western methodology to braid concepts of inclusion, equity, opportunity, wellness, and self-sufficiency to advance a just and supportive society. Inclusion ensures that all individuals have equitable access and involvement in all aspects of community and decision making. Equity focuses on ensuring fair and just allocation of resources for individuals to have the things they need to be successful in life. Opportunity is the equitable access for all individuals to participate and be represented in all aspects of society. Wellness extends beyond physical health to encompass mental, emotional and spiritual well-being, vital for individuals to thrive. Self-sufficiency, building confidence and empowering individuals to achieve their individual, family and community goals. Reclaiming Mino Bimaadiziwin, the life of balance, reclamation of traditions, language and strengthened family and community. NWICDC fosters a supportive culture where individuals feel safe to discuss their challenges and work towards a more sustainable future of health, well being and self-sufficiency. Staff work directly with members to create cultural reclamation and self-sufficiency plans connected to traditional and modern resources that overcome crisis and life barriers. The Center offers holistic support that combines our indigenous values with western pathways in housing stabilization, employment and education, family reunification and stability, youth and women restorative and protective services and community re-entry support. There is also Headwaters Regional Development Commission which provides a multitude of housing resources within the community and assists with Homeownership assistance, supportive housing, the Village of Hope and Youthbuild. There is Bi-CAP as well. Bi-CAP was established in 1966 as part of the national war on poverty and is one of approximately 1,000 community action programs nationwide that make up the service delivery arm of the federal Office of Community Services. As a 501c3 nonprofit Community Action Program, BI-CAP is deeply committed to working collaboratively to address community needs and challenges by building upon local community assets. Our current programs include: early childhood education, housing, weatherization, energy assistance, and youth education/employment services. While there are some others, the last one I will mention is Bemidji United Way. United Way of Bemidji Area is committed to improving lives and delivering meaningful results. They carefully invest funds into local programs and initiatives that achieve the greatest impact and create opportunities for a better life for all by focusing on the following building blocks: Helping children, youth, and adults achieve their full potential through education; Promoting financial stability and increasing self-sufficiency; Improving people's health, social well-being and providing basic needs/crisis emergency services. In addition, they engage and build relationships with diverse community stakeholders, contributors, and partners to implement impact strategies.

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

We continue to have needs for english language learner within our community. While there are online resources, understanding that many of our most at need population, have limited internet access, that does not make it as readily available as it should be. We do have Bemidji Adult Education, which we help refer those in need to and will assist in covering a one time fee is there is a need.

MFIP Employment Services Supervisor Contact

Name	<input type="text" value="Bryce Brittain"/>
Phone	<input type="text" value="218-441-2242"/>
Email	<input type="text" value="bryce.brittain@co.beltrami.mn.us"/>

DWP Supervisor Contact

Name	<input type="text" value="Bryce Brittain"/>
Phone	<input type="text" value="218-441-2242"/>
Email	<input type="text" value="bryce.brittain@co.beltrami.mn.us"/>

Financial Assistance Services Supervisor Contact

Name	<input type="text" value="Marten Schrage"/>
Phone	<input type="text" value="218-333-8134"/>
Email	<input type="text" value="marten.schrage@co.beltrami.mn.us"/>

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:

additional supportive services

- ☐ Other, please specify in the text box below

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.

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

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 service 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, ideally, once a week

- ☐ Other, please specify in the text box below

How long do you provide job retention services?

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

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

System is only allowing one answer, so I will put them here: Career laddering, Networking, Coaching/Mentoring and ongoing job search.

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

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

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

work within our SNAP E&T program too.

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

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?

This program has varied, this year there were 3 NCPs that participated. We are working to also be considered for the pilot program with Child Support on NCP employment services.

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

Self attestation is used to verify those participants who qualify for below 200% FPG, and we also will check to see if they are currently receiving SNAP or through our Child Support Team.

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 type="checkbox"/>	<input type="checkbox"/>	<input checked="" 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 type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Employment Services Worker	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input 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 type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Employment Services Worker	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input 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 checked="" type="checkbox"/>	<input type="checkbox"/>
Age 18 / 19	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

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

Our Employment Services team, as part of an ongoing County wide effort has taken training on Cultural Sensitivity and Responsiveness as well as understanding and addressing Implicit Bias. We celebrate diversity within not only our teammates, but also our clients. We have VRS and SSB that are co-located with us, so we are able to ensure that all county residents can get service here without having to send them to another office. That stated, we maintain partnerships with NWICDC as well as Oshkiimaajitahdah and Minnesota Chippewa tribe to ensure that we can refer county residents to services that may be more desired by our residents. We ensure that not only is our building accessible, but also we have accessible workstations for county residents to use in case there are barriers that may inhibit their usage. We have tried to ensure that those whom may have issues with travel and going to the location, that we set up options for virtual, off site or homebased to assist in ease of access. We also provide individualized support and mentorship to our county residents as well as employees to foster an environment of growth.

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

As stated previously, as accessibility and inclusiveness are related: We ensure that not only is our building accessible, but also we have accessible workstations for county residents to use in case there are barriers that may inhibit their usage. We have tried to ensure that those whom may have issues with travel and going to the location, that we set up options for virtual, off site or homebased to assist in ease of access. We also provide individualized support and mentorship to our county residents as well as employees to foster an environment of growth. It is important with how large in land mass our county is, that continue to try and innovate services with technology to assist with accessibility.

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

Two years ago our County conducted a 100 cups survey that has feed a County H&HS 5 year strategic plan for our Employment Services team. We continue with that plan to look for more opportunities for Native American Culture and historical opportunities for our teammates to assist, understanding that approx 20% of our county residents identify themselves as coming from Native American descent. Understanding tips and techniques to assist in overcoming implicit bias in these discussions, also assists with other underrepresented populations within our area as well.

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.

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

Cultural Responsiveness Training - Families First training is offered online so it is available at all times; We have also offered training like "the power of Building Inclusive Communities" to all of our staff Sept of last year. We plan on this type of training to happen at least yearly.

☐ No. If no, please explain:

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

☐ No

☒ Yes, please describe.

based on tribal affiliation, MFIP county clients are referred to Leech Lake/Minnesota Chippewa Tribe employment services.

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)

Consolidated Case Aides

MAXIS

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.

We continue to see the benefits of having our Financial Workers for the MFIP/DWP Program co-located with our Employment Services team. This has allowed both teams to collaborate with each other and discuss when there are potential discrepancies. The Supervisor for both teams is the same individual, so if it cannot be resolved at the lowest level, then the Team Leads of the two teams discuss, then if necessary the supervisor will become involved to assist in resolving the discrepancy.

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?

The initial year of our Employment Services Workers working CCAP has been completed. Processes are in place and a new EDMS system has also been fielded. As this set-up normalizes, some of the barriers that in the past prevented timeliness (i.e. a focus on the CASH Program, or FS case, vs the CCAP), these barriers are being removed and applicants are receiving more timely determinations/communications.

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.

2024 EA Policy.pdf

0.3 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, we are not receiving a bonus this year.

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.

Right now per the attachment/link in the bulletin, we have disparity amongst "all Adults", Multiple Races, American Indian and African American to the participants classified as white. Our clients who identified as Hispanic were above the line. To assist all of these groups we will focus on continued partnership with our NWICDC, Leech Lake and MCT teammates, as the Leech Lake and MCT employment Services agencies service county residents that fall within our SSI demographic, as well as assist with wrap around services as needed through a better understanding of our "Reset" program that works with justice involved individuals. Finally, as we have mentioned previously we will continue to promote culturally sensitive communication amongst our team as well as work with the IEW DEED Team to help with employers identifying the strengths of an inclusive workforce.

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.

Over this biennium, Beltrami County Workforce Impact will provide a supported work experience program that is designed to assist MFIP participants experiencing challenges in obtaining or maintaining public or private sector unsubsidized competitive employment. Participants engaged in the program will be placed in a subsidized work experience that will provide participants with work activities to develop new skills and enhance current skills, while providing an opportunity to gain work experience in a supportive work environment that builds confidence and gives participants an opportunity to explore other career options. Upon completion, participants will have acquired new skills, enhanced current skills, improve their soft-skills and be prepared for competitive public and private sector unsubsidized employment. During the biennium, this program will place emphasis on family stability and the following strategic priorities: • Reduce racial, justice involved, and physical/mental impairment employment disparities • Leverage strategic, purposeful partnerships • Integrate the 4E success indicators – engagement, education, employment and employment retention into program • Leverage career pathway opportunities • Increase staff skill development • Pursue evaluation and continuous process improvement.

Explain the reasons for the increased administrative cost.

Beltrami County Workforce Impact expects to exceed the 7.5% administrative cost cap. Additional administrative expenses will be incurred due to: 1) Use of consolidated fund dollars to continue the county-wide supported work experiences, targeting services to increase Diversity, Equity and Inclusion opportunities for young parents and county participants; 2) Coordination and combination of unpaid work and paid work experiences and activities to maximize participant's employability. 3) Funds will be used to cover the cost of the increased skill development to conduct evaluation and reporting for supported work experience project along with costs to cover allocated accounting and program executive management personnel. 4) Supporting the provision of MIS and program communication needs for the supported work experience, program implementation, and ensure our targeted residents are aware of program opportunities. 5) Beltrami County Workforce Impact continues to increase collaborative initiatives and programs between local Employment Service providers for our underserved population (Northwest Indian CDC, Minnesota Chippewa Tribe, Leech Lake Employment Services and Red Lake Tribal Employment Rights Ordinances (TERO), internal departments, colleges, and employers, thus increasing administrative expenses.

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

Contingent on funding, Beltrami County Workforce Impact plans to implement a supported work program for up to 15 MFIP participants with a specific focus on young parents, BIPOC, justice involved and physical/mental impaired county participants. Work experiences will be paid prevailing wage and may be up to 200 hours. The goal is to partner supported work experience placements with career exploration and education that will lead participant to secure better employment.

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.

Beltrami County Workforce Impact does not provide unpaid work experience, as we will use subsidized work experience to help develop skills and experience that can result in higher wages for our participants.

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	Leech Lake NEW
Address	190 Sailstar Dr NW, Cass Lake, MN 56633
Contact Person	Cori Harper
Phone Number	218-335-8298
Email	cori.harper@llojibwe.net

Please check the respective box to indicate which population is served by Leech Lake NEW

- ☒ 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="Red Lake Oshkiimaajitahdah"/>
Address	<input type="text" value="Bemidji and Redby"/>
Contact Person	<input type="text" value="Sarah Smythe"/>
Phone Number	<input type="text" value="218-444-2883"/>
Email	<input type="text" value="sarah.smythe@redlakenation.org"/>

Please check the respective box to indicate which population is served by Red Lake Oshkiimaajitahdah

- ☒ 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="Workforce Impact"/>
Address	<input type="text" value="616 America Ave NW Suite 220"/>
Contact Person	<input type="text" value="Bryce Brittain"/>
Phone Number	<input type="text" value="218-441-2242"/>
Email	<input type="text" value="bryce.brittain@co.beltrami.mn.us"/>

Please check the respective box to indicate which population is served by Workforce Impact

- ☒ 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="Minnesota Chippewa Tribe"/>
Address	<input type="text" value="P.O. Box 217, Case Lake, MN 56633"/>
Contact Person	<input type="text" value="Dr. Evelyn Campbell"/>
Phone Number	<input type="text" value="218-335-8586"/>
Email	<input type="text" value="ecampbell@mnchippewatribe.org"/>

Please check the respective box to indicate which population is served by Minnesota Chippewa Tribe

- ☒ 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

	Budgeted Amount	Percent
Employment Services (DWP)	0	1
Employment Services (MFIP)	0	52
Emergency Services/Crisis Fund	0	3
Administration (cap at 7.5% or up to 15% with an approved administrative cap waiver)	0	15
Income Maintenance Administration	0	17
Incentives (include the total amount of funds budgeted for participant incentives but don't include support services here)	0	0
Under 200% Services	0	7
Capital Expenditures	0	5
Other	0	0
Total	0	100

2027 Budget Line Items

	Budgeted Amount	Percent
Employment Services (DWP)	<input type="text" value="0"/>	<input type="text" value="0"/>
Employment Services (MFIP)	<input type="text" value="0"/>	<input type="text" value="52"/>
Emergency Services/Crisis Fund	<input type="text" value="0"/>	<input type="text" value="4"/>
Administration (cap at 7.5% or up to 15% with an approved administrative cap waiver)	<input type="text" value="0"/>	<input type="text" value="15"/>
Income Maintenance Administration	<input type="text" value="0"/>	<input type="text" value="17"/>
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="7"/>
Capital Expenditures	<input type="text" value="0"/>	<input type="text" value="5"/>
Other	<input type="text" value="0"/>	<input type="text" value="0"/>
Total	<input type="text" value="0"/>	<input type="text" value="100"/>

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)

2026-2027

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.

Beltrami

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 31st, 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:

892391

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

892391

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)

Curtis T. Anderson II

Mailing Address

616 America Ave NW, Suite 220, Bemidji, MN 56601

Tribal Nation / County

Beltrami

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)

September 13, 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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