



COLLABORATIVE GOVERNMENTAL AGREEMENT

Transforming to Thrive | T3 INTERAGENCY

Vocational Rehabilitation Programming for Youth in Type 1 Juvenile Facilities

This Contractual Agreement ("Agreement") is entered into by and between the Wisconsin Department of Public Instruction ("DPI"), whose principal business address is 201 West Washington Ave., Madison, WI 53703 and the Wisconsin Department of Workforce Development—Division of Vocational Rehabilitation ("DVR"), located at 201 East Washington Avenue, Madison, WI 53703.

Today's Date: April 16, 2026

Period of Performance: April 13, 2026– June 30, 2026

This Agreement has three (3) one-year renewal options upon mutual, written agreement:

Renewal 1: July 1, 2026 -June 30, 2027 (pricing to be determined based on need and not to exceed \$50,000)

Renewal 2: July 1, 2027-June 30, 2028 (pricing to be determined based on need and not to exceed \$50,000)

Renewal 3: July 1, 2028 – June 30, 2029 (pricing to be determined based on need and not to exceed \$50,000)

Services: Under this agreement, DVR shall provide vocational rehabilitation (VR) services to eligible youth with disabilities in Type 1 Secure Juvenile Facilities as part of DPI's Transforming to Thrive (T3) initiative. DPI shall provide funding and program oversight for the services described herein.

Program Governance: DPI shall serve as the lead agency for the Transforming to Thrive (T3) initiative. DVR shall collaborate with DPI and participate in governance, implementation, and evaluation activities as outlined in this agreement and Appendix A in support of the initiative.

Incorporated Documents:

Appendix A: Deliverables Schedule/Timeline of Services

Contacts:



T3

Department of Public Instruction
Federal Projects Section
Attn: Courtney Reed-Jenkins
201 W Washington Ave
Madison, WI 53703
Telephone: 608-267-9168
Email: courtney.jenkins@dpi.wi.gov

Department of Public Instruction
Bureau of Finance
Attn: Contracts Specialist
201 W Washington Ave
Madison, WI 53703
Email: contracts@dpi.wi.gov

Department of Workforce Development – Division of Vocational Rehabilitation
Attn: Allison Gordon
201 East Washington Avenue
Madison, WI 53703
Telephone: 608 405-4617
Email: allison.gordon@dwd.wisconsin.gov



Description of Work:

DVR shall be responsible for performing the following services:

1. Using a trauma-informed and culturally responsive approach, assess all youth with disabilities in Type 1 secure juvenile facilities to determine whether they qualify for VR services.
2. Using a trauma-informed and culturally responsive approach, develop an Individualized Plan for Employment (IPE) for all eligible youth with disabilities in Type 1 secure juvenile facilities, and provide services therein.
3. Using a trauma-informed and culturally responsive approach, collaborate with DPI on providing training and coaching to comprehensive case managers (who will serve as VR service providers).
4. Maintain IPEs, case notes, reports from service providers, and other documentation DVR deems appropriate in DVR's Integrated Rehabilitation Information System (IRIS), and share documents as covered by grant-specific data sharing agreement(s) and with valid legal consent of any youth participating in the program.
5. Collaborate with DPI and other grant partners on DPI's development and use of implementation tools (including DPI's practice profiles, training plans, coaching system and services, assessments, and protocols).
6. Collaborate with DPI and other grant partners on DPI's development and distribution of written materials, including evaluation briefs and research articles.

Deliverables Schedule/Timeline of Services: *See Appendix A*

Acceptance Criteria: This Agreement will be satisfied when DVR performs the services and fulfills the participation and documentation requirements described in this agreement and in Appendix A. Any changes to the deliverable scope must be agreed upon in writing by both parties. DPI shall review and provide written acceptance or detailed feedback on deliverables within 10 business days of receipt of invoice. If no feedback is received within this period, the deliverable shall be deemed accepted. Only actual costs will be reimbursed.

Travel: All travel must be in accordance with the state's travel regulations. Per the Uniform Travel Schedule Amounts for the State of Wisconsin, meal and lodging charges for travelers shall include gratuity and/or any service charges and shall not exceed the maximum allowable rates, per person.

Budget: DPI shall reimburse DVR for actual allowable costs incurred under this agreement, not to exceed \$34,983.00 during the initial period of performance (March 15, 2026 – June 30, 2026). Any services outside the scope of this agreement must be mutually agreed in writing. Renewal periods (if exercised) will have budgets determined based on anticipated service needs and mutual agreement.



Invoices/Payment: DVR shall issue an invoice upon the completion of services and/or delivery listed in Deliverables Schedule/Timeline of Services: Appendix A. Invoices must reference the DPI purchase order number issued for the services/deliverables described herein and be mailed to:

Via email: DPI.AccountsPayable@dpi.wi.gov **OR via U.S. mail:** Wisconsin Department of Public Instruction, Attn: Business Office, PO Box 7841, Madison, WI 53703-7841.

Payment shall be made within 30 days of DPI's receipt of accepted invoice.

Background Checks:

DVR shall ensure that state criminal background checks are conducted on all DVR staff (including supervisors) that have contact with DPI personnel, property, agents, invitees, and students. During the term of this Agreement, DVR shall require its staff and subcontractors to notify DVR of any criminal charges or convictions. By signing this Agreement, DVR attests that it has completed, or will have completed, prior to the commencement of the services described herein, the required background checks pursuant to this provision.

DVR shall comply with the criminal background check requirement. If DPI, in its sole discretion, deems that the Background Check provision has not been complied with, it reserves the right to terminate this Agreement immediately with written notice; or, in the alternative, DPI may request the replacement or supervision on any personnel working with students, or at a DPI facility.

Independent Contractor: DVR is an independent contractor. Nothing in this Agreement shall be construed to establish a relationship such as a franchise, dealership, partnership, or joint venture, between DPI and DVR. DPI and DVR are not authorized to enter into any agreement or assume an obligation for the other party. Any such unauthorized act will create separate liability on the party so acting, and any and all third parties affected hereby.

State and Federal Rules and Regulations: This Agreement shall be governed under the laws of the State of Wisconsin. DVR shall at all times comply with and observe all federal and state laws, local laws, ordinances, and regulations which are in effect during the period of this Agreement and which in any manner affect the work or its conduct.

Debarment: By signing this Agreement, DPI and DVR attest that they are not debarred from participating in state or federal procurements.

Agreement Revisions: DPI and DVR agree to collaboratively renegotiate the terms and conditions of this Agreement in such circumstances as: increased or decreased volume of services, changes required by state and federal law or regulations or court action, or a change in the scope of work.



DPI and DVR will document the changes in writing and amend this Agreement accordingly. DPI and DVR shall sign the amendment before beginning any work outside the original scope.

Cancellation: DPI reserves the right to cancel this Agreement immediately, in whole or in part, without penalty, and without prior notice, if DVR: fails to protect DPI's confidential information, as defined by applicable law or in this Agreement; or performs in a manner that threatens the health or safety of a State employee, citizen, or customer.

In addition, DPI reserves the right to cancel this Agreement, in whole or in part, without penalty, with 30 days' written notice, if DVR: fails to follow the non-discrimination or affirmative action requirements, as required by law.

Cancellation Due to Non-Appropriation of Funds. DPI may cancel this Agreement due to non-appropriation of funds. In that event, DPI shall notify DVR as soon as reasonably possible, and the parties shall mutually agree on a work stop date.

Termination for Cause: A party may terminate this Agreement immediately as a result of the other party's breach of any provisions or terms of this Agreement if the breaching party fails, after 30 days, to cure such breach to reasonable satisfaction.

Termination for Convenience: Either party may terminate this Agreement for convenience with 30 days' written notice should the service no longer be needed as specified in the Agreement.

Availability of Funds. Each payment obligation of DPI is conditioned upon the availability of government funds which are appropriated or allocated for the payment of this obligation, and which may be limited for any reason including, but not limited to, congressional, legislative, gubernatorial, or administrative action. If funds are not allocated and available for continued performance of the Agreement, the Agreement may be cancelled by DPI at the end of the period for which the funds are available. DPI shall notify DVR at the earliest possible time of the services which will or may be affected by a shortage of funds. No penalty shall accrue to DPI in the event this provision is exercised, and DPI shall not be obligated or liable for any future payments due or for any damages as a result of cancellation under this section.

Effect of Cancellation or Termination: In the event of cancellation or termination of this Agreement by DPI, DVR shall be entitled to receive compensation for any completed or partially completed services rendered, or goods provided, that is satisfactory to the Acceptance Criteria. Compensation for partially completed services, satisfactory to the Acceptance Criteria, will be provided based on no more than the percentage of the



completion of the services requested multiplied by the corresponding payment for completion of such services; or actual service hours provided, whichever is applicable. DPI shall be entitled to a refund for goods or services paid for but not received or implemented, and such refund shall be paid within 30-days of the written notice to DVR by DPI.

In addition, the parties will cooperate in good faith to return all documents, records, and information created under this Agreement.

Agreement Effective Date: This Agreement shall become effective upon the date of the last signature below. No services shall begin, and no costs shall be incurred prior to issuance of the DPI purchase order.

Authorized Signatures

On behalf of DPI:

SB

Joshua Robinson

4/23/2026

Joshua Robinson
Assistant State Superintendent
Division for Learning Support

Jade Garcia Sierra

4/24/2026

Jade Garcia Sierra
Director, Bureau of Finance
Division of Management Services

On behalf of DVR:

Pamela McGillivray

4/22/2026

Pamela McGillivray
Deputy Secretary
Department of Workforce Development

Meredith Dressel

4/16/2026

Meredith Dressel
Division Administrator, DVR
Department of Workforce Development

Appendix A:

Deliverables Schedule/Timeline of Services

April 13, 2026 – June 30, 2026

1. By April 15, 2026, hire and/or assign, as appropriate, VR staff to provide VR services to youth with disabilities in Type 1 secure juvenile facilities.
2. Collaborate with DPI to draft a data sharing agreement related to implementation, formative, and summative data.
3. Collect and securely store data in IRIS and any other, jointly determined data-storage system.
4. Participate in project activities including, but not limited to, the following:
 - Identified member to actively participate on DPI's T3 evaluation workgroup to identify and meet data collection, storage, agreement, use, and reporting needs.
 - Identified member to actively participate on DPI's T3 implementation team.
 - Identified member to actively participate on DPI's T3 advisory board.
5. DVR will retain documentation of completion of the deliverables described in this Agreement and provide such documentation to the DPI upon written request.