



August 31, 2021

Fiscal Administrative Procedure Letter (FAPL) No. 95

To: Fiscal Administrative Procedure Manual Holders

From: Matt Damschroder, Director

Subject: Employment Incentive Program (EIP)

The Ohio Department of Job and Family Services (ODJFS) will issue \$2.5 million in general revenue funding (GRF) to support county EIP authorized by the state budget (Am. Sub. H.B. No. 110 of the 134th General Assembly).

The EIP allocation will enable a County Department of Job and Family Services (CDJFS) to incentivize individuals, who are either currently enrolled or recently stopped participating in the Supplemental Nutrition Assistance Program (SNAP), Medicaid, or a Temporary Assistance for Needy Families (TANF) program, to maintain employment.

The CDJFS will notify the Office of Family Assistance (OFA) of its intent to participate in EIP (as communicated in Family Assistance Letter #195 (FAL 195)).

Methodology

- ODJFS will distribute funds as outlined in current Administrative Code Rule 5101:9-6-08 "Temporary Assistance for Needy Families (TANF) Administration Allocation."
- Fifteen per cent of the \$2.5 million will be for administration random moment activities.
- The remaining eighty-five per cent will be for allowable program activities.

Allowable Activities

- Activities that enhance, achieve, or maintain self-sufficiency through employment; or provide the nonfederal share for outreach, referral, application assistance, and other services to assist individuals. Funds will also be used for any related supportive services to stabilize individual's employment and long-term self-sufficiency.
- EIP activities will be included in the CDJFS amended Prevention, Retention and Contingency (PRC) plan as described in FAL 195.

Fiscal Related Information

The EIP program will operate from July 1, 2021 to June 30, 2023. The program will have separate allocations for state fiscal year (SFY) 22 and SFY23. Normal allocation liquidation rules will apply.

ODJFS communicates the funding and liquidation periods through the county finance information system (CFIS).

This allocation consists of one hundred per cent GRF funding.

Financial and random moment sample (RMS) coding will be communicated by the Bureau of County Finance and Technical Assistance (BCFTA).

For funding details and questions regarding eligibility, allowable activities, and programmatic reporting requirements, please contact the OFA at TANF-FSTA@jfs.ohio.gov For questions regarding financial reporting, please contact your ODJFS Fiscal Supervisor or the CFIS Helpdesk at CFIS_HELP_DESK@jfs.ohio.gov.