



March 1, 2022

Fiscal Administrative Procedure Letter (FAPL) No. 98

To: Fiscal Administrative Procedure Manual Holders

From: Matt Damschroder, Director

Subject: Food Assistance Employment and Training (FAET) Participant Allowance

Due to an increase in Ohio Benefit expenditures for FAET Participant Allowance, the Ohio Department of Job and Family Services (ODJFS) has reviewed past spending trends for the FAET Participation allowance expenses paid to FAET participants through Ohio Benefits and the expenditures claimed against the FAET Participant Allowance allocation issued through the County Finance Information System (CFIS). As a result, ODJFS will allocate the FAET Participation Allowance allocation as follows:

- ODJFS will calculate each county's total FAET Participant Allowance allocation using the statewide budget amount in accordance with rule 5101:9-6-09 of the Administrative Code and will communicate the following to each county agency:
 - The preliminary FAET Participation Allowance allocation amount.
 - Prior Ohio Benefit Participation expenditures.
- ODJFS will calculate the Ohio Benefit portion of the FAET Participation Allowance, for each county, using an average of the last two FFY Ohio Benefit expenditures.
- ODJFS will communicate the Ohio Benefits portion and reduce the preliminary FAET Participation Allowance allocation by that amount.

Quarterly, ODJFS will use an Ohio Benefit report to track the amount each county spends on FAET participant expenses. ODJFS will notify counties that exceed one quarter's worth of their estimated Ohio Benefit budget and will request counties to release their CFIS FAET Participant Allowance allocation to cover the excess. If a county does not request a release, ODJFS will automatically decrease the CFIS FAET Participant Allowance allocation.

ODJFS will continue to decrease the budgets quarterly for Ohio Benefits expenditures. Once the entire FAET Participation allocation is consumed, the county will be responsible for reimbursing ODJFS for any additional Ohio Benefit participant allowance expenditures.

No later than May 30, counties that underspend their estimated Ohio Benefit expenditures budget may submit an explanation to ODJFS requesting an increase to their CFIS FAET Participant Allowance allocation with a corresponding reduction to their Ohio Benefit budget amount.

For questions regarding fiscal reporting please contact your ODJFS Fiscal Supervisor or the CFIS Helpdesk CFIS_HELP_DESK@jfs.ohio.gov