



July 14, 2021

Fiscal Administrative Procedure Transmittal (FAPMTL) No. **450**

TO: Fiscal Administrative Procedure Manual Holders

FROM: Matt Damschroder, Director

SUBJECT: Public Children Services Agency (PCSA) Local Contributions

ODJFS has amended rule 5101:9-7-29.1 "Public Children Services Agency (PCSA) Local Contributions" of the Administrative Code. Updates include:

- Each county that did not make local county contributions, to the children services fund during county fiscal year (CFY) 2019 do not have a minimum obligation to contribute local county funds in state fiscal year (SFY) 2022 or SFY 2023;
- ODJFS will use the average of the local county contributions as certified as the minimum amount to be contributed for SFY 2022 and 2023;
- Requirements if a county cannot meet their minimum contribution requirements for SFY 2022 or SFY 2023; and
- Language revisions to reflect current funding practices.

Please direct inquiries to your ODJFS Fiscal Supervisors/Bureau of County Finance and Technical Assistance at (614) 752-9194.

Instructions:

Location	Remove	Insert
Chapter 7	5101:9-7-29.1 (effective 10/4/2019)	5101:9-7-29.1 (effective 7/22/2021)

5101:9-7-29.1

Public children services agency (PCSA) local contributions.

(A) Amended Substitute House Bill ~~166110~~ of the ~~133rd~~134th General Assembly requires that if funds distributed by the Ohio department of job and family services (ODJFS) under section 5101.14 of the Revised Code are greater in state fiscal years (SFY) ~~2020~~2022 and ~~2021~~2023 than the amount appropriated in SFY 2019 the county must make a minimum contribution of local funds to the children services fund, as described in section 5101.144 of the Revised Code, ~~as follows:~~

(1) Each county ~~that made~~reported to ODJFS the local contributions; for county fiscal year (CFY) 2019 as described in paragraph (F) of this rule, made to the children services fund during county fiscal year (CFY) 2019 as described in paragraph (F) of this rule shalland:

(a) ~~Certify~~Certified the local county contributions to the children services fund ~~as specified in paragraphs (C)(1) and (D)(1) of this rule and;~~

(b) ~~Contribute~~Contributed to the children services fund during SFY 2020 and SFY 2021 ~~as described in paragraphs (C) and (D) of this rule.~~

(2) Each county that did not make local county contributions, as described in paragraph (F) of this rule, to the children services fund during CFY 2019 ~~shall~~:

(a) ~~Certify~~Certified that no local county contributions were made to the children services fund during CFY 2019, as described in paragraphs (B)(1) to (B)(3) of this rule; and

(b) ~~Not~~Did not have a minimum obligation to contribute local county funds in SFY 2020 or SFY 2021; ~~and~~

(c) Does not have a minimum obligation to contribute local county funds in SFY 2022 or SFY 2023.

(B) Certification of CFY 2019

(1) The PCSA director ~~shall certify~~certified by signature the accuracy of the receipt of local county funds, ~~then and submit~~submitted the certification form to the county auditor for signature.

(2) ~~The County~~county auditors ~~shall certify~~certified by signature the accuracy of the submitted form signed by the PCSA director.

(3) The PCSA ~~shall submit~~submitted the certification to ODJFS ~~by October 31, 2019.~~

(C) Local obligation for SFY ~~2020~~2022

- (1) For SFY ~~2020~~2022, ODJFS will use county contributions for CFY ~~2015~~2017 through CFY ~~2018~~2020 to determine the minimum local obligation for SFY ~~2020~~2022.
- (2) The PCSA director shall certify ~~by signature the accuracy of the receipt of local county funds, by completing the JFS 02825 for SFY 2020, and then submit~~submitting the certification form to the county auditor for signature.
- (3) County auditors shall certify by signature the accuracy of the submitted form signed by the PCSA director.
- (4) The PCSA shall submit the certification to ODJFS by October 31, ~~2019~~2021. The PCSA shall also submit a copy of the certification to their local county commissioners or designee.
- (5) ODJFS will ~~calculate an~~use the average of the ~~annual certified contributed~~ local county ~~fund~~contributions as certified based ~~on~~in paragraph (C)(1) of this rule to determine the county's minimum local contribution requirement. ~~Since the initial certification was completed during SFY 2020, counties will only be responsible for half of the minimum amount determined to be contributed for SFY 2020~~2022.

(D) Local obligation for SFY ~~2021~~2023

- (1) For SFY ~~2021~~2023, ODJFS will use county contributions for CFY ~~2016~~2018 through CFY ~~2019~~2021 to determine the minimum local obligation for SFY ~~2021~~2023.
- (2) The PCSA director shall certify ~~by signature the accuracy of the receipt of local county funds by completing the JFS 02825, then and submit~~submitting the certification form to the county auditor for signature.
- (3) County auditors shall certify by signature the accuracy of the submitted form signed by the PCSA director.
- (4) The PCSA shall submit the certification to ODJFS by March 31, ~~2020~~2022. The PCSA shall also submit a copy of the certification to their local county commissioners or designee.
- (5) ODJFS will ~~calculate an~~use the average of the ~~annual certified contributed~~ local county ~~fund~~contributions as certified based on paragraph (D)(1) of this rule as the minimum amount to be contributed for SFY ~~2021~~2023.

(E) If circumstances arise and a county cannot meet their minimum contribution requirements for SFY ~~2020~~2022 or SFY ~~2021~~2023:

- (1) The county commissioner(s) shall submit a written explanation to ODJFS, signed by the county auditor, verifying that the county cannot meet local funding requirements. The county commissioner(s) may request a reduced amount or request that the entire contribution be waived;
- (2) The county commissioner(s) shall submit a copy of the hardship request to the PCSA director; and
- (3) The request will be reviewed and may be granted at the discretion of the ODJFS director.

(F) For purposes of this rule local county funds are:

- (1) County general revenue funds appropriated and deposited into the child services fund; and
- (2) Levy taxes appropriated and deposited into the children services fund as described in section 5153.35 of the Revised Code.

Effective: 7/22/2021

CERTIFIED ELECTRONICALLY

Certification

07/12/2021

Date

Promulgated Under: 111.15
Statutory Authority: 5101.02
Rule Amplifies: 329.04, 5101.02, 5101.144, 5101.161, Section 307.110
of Am. Sub. HB 166 of the 133rd General Assembly,
Am. Sub. HB 110 of the 134th General Assembly
Prior Effective Dates: 10/04/2019