



June 22, 2023

Fiscal Administrative Procedure Letter (FAPL) No. 110

To: Fiscal Administrative Procedure Manual Holders

From: Matt Damschroder, Director

Subject: Child Care Incentives

The American Rescue Plan Act (ARPA) of 2021 issued Supplemental Discretionary funds to states through the Child Care and Development Fund. Amended Substitute House Bill 45 of the 134th General Assembly of Ohio authorized the Ohio Department of Job and Family Services (ODJFS) to issue funding to a limited number of County Department of Job and Family Services (CDJFS) to:

- Help strengthen and expand child care providers and;
- Establish new family child care (FCC) type A and type B programs across the state.

This funding consists of one-hundred percent federal funds. The assistance listing number is 93.575.

CDJFSs will be selected by ODJFS to participate in the FCC type A and type B recruitment efforts based on capacity and utilization of publicly funded child care slots. This data already exists in ODJFS' systems. There are three instances in which a CDJFS may receive funding:

1. **Start-up funding** - Selected CDJFSs will be eligible to receive \$10,000 in start-up funds. These funds can be used to host FCC recruitment events within the service delivery area of the partnering Child Care Resource & Referral (CCR&R) agency. These funds should be used for fair supports and to purchase materials for providers to assist with start-up costs. These materials should include but are not limited to a first aid kit, fire extinguisher, smoke detectors, carbon monoxide detectors, outlet covers, fall surface, materials and equipment, BCI/FBI background checks, and first aid and CPR training.
2. **Financial Incentives to eligible providers** - Eligible CDJFSs will receive funding to provide financial incentives, for new FCC type A and/or type B providers. For

this effort, a CDJFS will receive incentives quarterly until funds for this allocation are exhausted. The incentive payments will be based on the table below.

Provider Action	Incentive Funds	Verification Source
Complete Pre-licensing Training	\$250	Ohio Professional Registry
Submit Licensing Application in the Ohio Child Licensing and Quality System (OCLQS)	\$500 or \$750 when non-traditional care is listed in OCLQS at the time of application	OCLQS
Sign Provider Agreement	\$250	OCLQS
Program is licensed and have a Publicly Funded Child Care (PFCC) authorization within eight weeks of the recruitment fair attended by that individual	\$2,000	OCLQS & Ohio Benefits
Receive a SUTQ Rating within eight weeks of license begin date	\$500	OCLQS

- CDJFS incentives** – A participating CDJFS will receive \$2,500 per FCC program, for up to six programs, and will be awarded the incentive payment for becoming licensed and having a PFCC authorization. To receive the award counties must submit a list of programs that met these criteria by April, 1, 2024 to child_care_technical_assistance@jfs.ohio.gov. Once verified by ODJFS in the OCLQS and Ohio Benefits systems, incentive payments will be awarded to the CDJFS.

The CDJFS incentive is available as cash and is considered earned at time of receipt. There are no further restrictions on the use of the funding and will not be considered federal funds but "local dollars."

ODJFS will communicate direct project codes via a Bureau of County Finance and Technical Assistance alert through the CFIS_HELP_DESK@jfs.ohio.gov.

ODJFS will communicate the funding and liquidation period through the county finance information system (CFIS).

For questions regarding fiscal reporting please contact your ODJFS Fiscal Supervisor or the CFIS Helpdesk CFIS_HELP_DESK@jfs.ohio.gov. For questions concerning the calculation of the funding please contact the Child Care County Technical Assistance team at child_care_technical_assistance@jfs.ohio.gov.