



April 5, 2024

**Fiscal Administrative Procedure Letter (FAPL) No. 120**

To: Fiscal Administrative Procedure Manual Holders  
From: Matt Damschroder, Director  
Subject: Tornado Relief 2024

Following tornadoes which impacted the state March 14, 2024, Governor DeWine declared a state of emergency for the following counties: Auglaize, Crawford, Darke, Delaware, Hancock, Licking, Logan, Mercer, Miami, Richland, and Union.

The Ohio Department of Job and Family Services (ODJFS) is aiding counties impacted via the County Departments of Job and Family Services (CDJFS) with an approved PRC plan revision. In addition to regular temporary assistance for needy families (TANF) funding, assistance listing number 93.558, a separate allocation consisting of state funds will be made available.

Counties shall report expenditures as described in rule 5101:9-7-29 of the Administrative Code. The CDJFS must use codes contained in the table below to report expenditures. These codes may only be used during a Governor - declared state of emergency.

Financial Reporting Form	Program Code	Title	Definition
JFS 02827	159-510051	ADA- Adult Disaster Related Emergency Assistance	Funds distributed as part of the time-limited ADA emergency disaster relief effort. Use for state Non- TANF Assistance Allocation.
JFS 02827	158-510051	TANF – PRC Disaster Assistance	Funds distributed to provide non-recurring short-term benefits to families who are entered in TANF PRC services that are for disasters.

For funding details and questions regarding eligibility, allowable activities and reporting requirements, please refer to Office of Family Assistance Letter (FAL) 215 which can be found at [Family Stability Letters | Job and Family Services \(ohio.gov\)](#) For questions regarding fiscal reporting please contact your ODJFS Fiscal Supervisor or the CFIS Helpdesk at [CFIS\\_HELP\\_DESK@jfs.ohio.gov](mailto:CFIS_HELP_DESK@jfs.ohio.gov). Please send questions regarding eligibility, allowable activities, and reporting requirements, to Program Policy and Systems email at [OFA-PPS@jfs.ohio.gov](mailto:OFA-PPS@jfs.ohio.gov).