



May 8, 2024

Fiscal Administrative Procedure Letter (FAPL) No. 123

To: Fiscal Administrative Procedure Manual Holders
From: Matt Damschroder, Director
Subject: Child Care Choice Voucher Eligibility

On behalf of The Ohio Department of Children and Youth (DCY), The Ohio Department of Job and Family Services (ODJFS) will issue an opportunity to counties to participate in the Child Care Choice Voucher Eligibility program. This program will be effective April 29, 2024.

The County Departments of Job and Family Services (CDJFS) will be eligible for funding by supporting the new program. There are two opportunities for which a CDJFS may receive funding: the first opportunity will be available in SFY24 and the second opportunity will be available in SFY25.

- 1. Training: The CDJFS will be responsible for determining program eligibility based off the publicly funded childcare application in Ohio Benefits. Training for this additional eligibility process will be held on Wednesday, April 24, 2024, from 1:00 pm to 3:00 pm, during the regularly scheduled monthly county childcare meeting. All counties are urged to take part in this training. Your county representative for the training does not need to be an agency director but will need to check in online to receive the training stipend. Due to the tight timeframes, there will not be an additional training option for this program and no payments can be provided to agencies that do not take part in this training. If you, or a team member would like added to this meeting please email: nicole.goudy@childrenandyouth.ohio.gov

CDJFSs that complete the training on April 24, 2024, will receive a one-time payment based on the category types assigned below (where an agency encompasses multiple counties, each CDJFS will receive the base amount for each county represented):

Table with 5 columns: Category, # of Counties, Amount, Total, and Counties. Rows include X Large, Large, Medium, Small, and Total, with corresponding county lists for each category.

2. Incentive Payment: Additionally, to encourage agencies to process applications as quickly as possible an application timeliness incentive payment will be issued and determined at the end of October. There will be two type of incentive awards:

1. Most Improved:

In each category (X-large/Large, Medium and Small), the most improved CDJFS will be determined. DCY staff will review applications received from April 2024 to October 2024 for timeliness compared to the prior six months. The CDJFS achieving at least 90% application timeliness with the most improvement will earn the incentive as outlined below. If a tie occurs the payment will be split.

2. Best Application Timeliness: In each category (X-large/Large, Medium and Small), the CDJFS with the highest overall application timeliness rate between April 2024 and October 2024 will earn, or share if multiple CDJFS tie, the incentive as outlined below.

Please note that in table 2 below, for the incentive payments the X-Large and Large CDJFS will be combined:

Categories	Amounts	Awards	Total
XL/L	\$200,000	2	\$400,000
M	\$100,000	2	\$200,000
S	\$50,000	2	\$100,000
Grand Total			\$700,000

Program details are as outlined in DCY guidance letter 24-011 Division of Training & Technical Assistance.

Both training and incentives payments are available as cash and considered earned at the time of receipt. There are no further restrictions on the use of the funding and it will not be considered federal funds but "local dollars".

All payments will be issued through the Ohio Department of Job and Family Services County Finance Allocation process.

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

For program questions please contact Help-Desk-OCF@childrenandyouth.ohio.gov.

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