



June 13, 2023

**Fiscal Administrative Procedure Manual Transmittal Letter (FAPMTL) No. 487**

To: Fiscal Administrative Procedure Manual Holders

From: Matt Damschroder, Director

Subject: Food assistance employment and training (FAET) participant allowance allocation.

As the result of an internal five-year review, Ohio Department of Job and Family Services (ODJFS) amended Administrative Code rule 5101:9-6-09.4 "Food assistance employment and training (FAET) participant allowance allocation." Changes include updating language and citations to provide clarification based on the most current funding practices.

For questions, please contact your ODJFS Fiscal Supervisor or the BCFTA Helpdesk at [CFIS\\_HELP\\_DESK@jfs.ohio.gov](mailto:CFIS_HELP_DESK@jfs.ohio.gov).

**Instructions:**

Location	Remove	Insert
Chapter 6	5101:9-6-09.4 (effective 6/1/2018)	5101:9-6-09.4 (effective 6/23/2023)

5101:9-6-09.4      **Food assistance employment and training (FAET) participant allowance allocation.**

- (A) The Ohio department of job and family services (ODJFS) issues the FAET participant allowance allocation to reimburse the county job and family services (CDJFS) for eligible expenditures incurred by recipients participating in the FAET program as outlined in rule 5101:4-3-32 of the Administrative Code.
- (B) ODJFS issues the FAET participant allowance allocation on a federal fiscal year (FFY) basis. ODJFS will communicate the funding and liquidation periods for this allocation through the county finance information system (CFIS). The CDJFS must expend funds by the end of the funding period and disburse and report expenditures no later than the end of the liquidation period.
- (C) The FAET participant allowance allocation consists of fifty per cent state and fifty per cent federal funds. The ~~catalogue of federal domestic~~ assistance listing number ~~(CFDA)~~(ALN) number for the federal portion of this allocation is 10.561.
- (D) ODJFS distributes the FAET participant allowance allocation utilizing the same methodology utilized for the regular FAET allocation outlined in rule 5101:9-6-09 of the Administrative Code.
- (E) The total FAET participant allowance allocation covers expenditures reported in:
- (1) CFIS and;
  - (2) ~~Client registry information system enhanced (CRIS-E)~~ and/or Ohio benefits (OB).
- (F) The CDJFS shall reimburse ODJFS for expenditures in excess of their total available FAET participant allowance allocation.
- (G) The CDJFS must report participant allowance expenses not captured in ~~CRIS-E~~ and/or OB on the JFS 02827 "Public Assistance Quarterly Financial Statement" as described in rule 5101:9-7-29 of the Administrative Code. The following are allowable activities for the FAET participant allowance:
- (1) Transportation (bus passes, mileage reimbursement, transportation contracts with taxi/transportation companies);
  - (2) Tuition/fees, training materials, books, registration fees;
  - (3) Clothing for job interviews, uniforms;
  - (4) Licensing/bonding fees, fingerprinting, background checks; and

- (5) Other services that are necessary for FAET participation.
- (H) FAET participant allowance expenses are not eligible for reimbursement using regular FAET or FAET operating funding as outlined in rule 5101:9-6-09 or 5101:9-6-09.3 of the Administrative Code.
- (I) The definitions, requirements, and responsibilities contained in rule 5101:9-6-50 of the Administrative Code are applicable to this rule.

Effective: 6/23/2023

CERTIFIED ELECTRONICALLY

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Certification

06/09/2023

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Date

Promulgated Under: 111.15  
Statutory Authority: 5101.02  
Rule Amplifies: 5101.161, 5101.21  
Prior Effective Dates: 03/16/2013, 06/01/2018