



August 7, 2023

Fiscal Administrative Procedure Transmittal (FAPMTL) No. 491

**TO:** Fiscal Administrative Procedure Manual Holders

**FROM:** Matt Damschroder, Director

**SUBJECT:** Adult Protective Services (APS) Allocation

In accordance with H.B. 33 of the 135<sup>th</sup> Ohio General Assembly, the Ohio Department of Job and Family Services (ODJFS) has amended rule 5101:9-6-14 "Adult Protective Services (APS) Allocation." Language was added to the distribution methodology section in paragraph (D) to include reference to section 5101.14 of the Revised Code as required.

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	5101:9-6-14 (effective 7/28/2017)	5101:9-6-14 (effective 8/14/2023)

## TO BE RESCINDED

5101:9-6-59

**State adoption incentive program allocation.**

- (A) The Ohio department of job and family services (ODJFS) issues the state adoption incentive allocation to public children services agencies (PCSAs) to support adoption activities.
- (B) This allocation consists of one hundred per cent state funds. The maximum amount of state funds allocated for incentives is one and a half million dollars.
- (C) ODJFS communicates the funding period and liquidation period through the county finance information system (CFIS). The PCSA can incur services through the funding period and disburse and report expenditures no later than the end of the liquidation period.
- (D) ODJFS uses the following methodology to distribute available funds for this allocation:
- (1) The office of families and children (OFC) pulls finalized adoption data from the statewide automated child welfare information system (SACWIS) for each county on the first business day after July thirty-first.
  - (2) OFC uses the average number of finalized adoptions over a prior three year period to determine the baseline for each county.
  - (3) For each finalized adoption over a county's established baseline, ODJFS issues:
    - (a) An incentive payment for the target population ages nine to seventeen at six thousand five hundred dollars per child; and
    - (b) An incentive payment for children under age nine at three thousand two hundred fifty dollars per child.
  - (4) If incentive amounts achieved in paragraph (D)(3) of this rule are less than one and a half million dollars, ODJFS distributes the remaining funds as additional incentives as follows:
    - (a) ODJFS pulls data from SACWIS for the prior state fiscal year (SFY) to identify the total population of children available for adoption during the year for each county agency. "Available for adoption" means any child in permanent custody at any point during the SFY;
    - (b) ODJFS divides the total number of children finalized during the SFY by the total population of children available for adoption during the same SFY for each county agency to arrive at a county specific percentage;

- (i) ODJFS sums all county percentages as described in paragraph (D)(4)(b) of this rule to arrive at an aggregate statewide figure;
  - (ii) ODJFS divides each county's specific percentage by the total aggregate statewide figure to arrive at a county percentage to the total; and
  - (iii) ODJFS multiplies the remaining balance of funds by each county's percentage to arrive at an additional allocation amount per county.
- (E) Beginning with SFY 2017, incentive funds must be expended at one hundred per cent of the adoption incentive allocation achieved and will not be used to draw down additional Title IV-E adoption administrative funds.
- (F) PCSAs shall reinvest adoption incentive payments to support adoption activities during the SFY.
- (G) The PCSA shall report allowable expenditures as described in rule 5101:9-7-29 of the Administrative Code.
- (H) The definitions, requirements, and responsibilities contained in rule 5101:9-6-50 of the Administrative Code are applicable to this rule.

Effective: 8/12/2023

CERTIFIED ELECTRONICALLY

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Certification

08/02/2023

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Date

Promulgated Under: 111.15  
Statutory Authority: 5101.02, 5101.10  
Rule Amplifies: 5101.02, 5101.10  
Prior Effective Dates: 09/25/2015, 07/24/2016, 07/13/2018