



November 7, 2023

Fiscal Administrative Procedure Transmittal (FAPMTL) No. 495

**TO:** Fiscal Administrative Procedure Manual Holders  
**FROM:** Matt Damschroder, Director  
**SUBJECT:** Title IV-B Allocation

As the result of an internal five-year review process, the Ohio Department of Job and Family Services (ODJFS) has amended Administrative Code rule 5101:9-6-37 "Title IV-B 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	5101:9-6-37 (effective 5/10/2018)	5101:9-6-37 (effective 11/9/2023)

5101:9-6-37

**Title IV-B allocation.**

- (A) The Ohio department of job and family services (ODJFS) issues Title IV-B allocation subpart 1 to public children services agencies (PCSAs) to ensure that all children are raised in safe, loving families. ODJFS issues Title IV-B funding in two separate allocations; one for direct services and one for administrative costs.
- (B) These allocations consist of federal funds. The catalog of ~~federal domestic~~ assistance listing ~~(CFDA)~~(ALN) number is 93.645.
- (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. Expenditures in excess of the allocation amount are the responsibility of the county agency.

**(D) Methodology**

ODJFS uses the following methodology to distribute available funds:

- (1) ODJFS allocates forty per cent of the statewide allocation equally among all PCSAs; and
- (2) ODJFS allocates sixty per cent of the statewide allocation based on each county's population of children less than one hundred per cent of the federal poverty level as compared statewide in the same category, utilizing the most recent available calendar year data from the United States bureau of census figures.

**(E) Reimbursement**

- (1) ODJFS reimburses expenditures with seventy-five per cent federal Title IV-B subpart 1 funds. The county must use eligible state funding or provide local funds at a twenty-five per cent match rate for the nonfederal share.
- (2) When the ~~federal~~ nonfederal share includes donated funds, rule 5101:9-7-50 of the Administrative Code shall be followed.
- (3) Current period Title IV-B expenditures cannot exceed the amount claimed to the federal government in FFY 2005. Therefore, the reimbursement for foster care maintenance and adoption assistance payments are limited to the county claim for FFY 2005.

**(F) Direct service costs**

- (1) The PCSA can charge expenditures outlined in the Ohio child and family services plan against this allocation.
- (2) PCSAs shall report direct service expenditures as described in rule 5101:9-7-29 of the Administrative Code.

(G) Administrative costs

- (1) A PCSA shall claim reimbursement of administrative costs for Title IV-B through the social services random moment sample (SSRMS) reconciliation/certification of funds process.
  - (2) A PCSA shall also request to transfer the IV-B administration allocation to the direct services allocation to be used as stated in paragraph (F) of this rule. ~~A PCSA may request this transfer as described in rule 5101:9-6-36 of the Administrative Code to ODJFS prior to end of period of the liquidation period.~~
- (H) The definitions, requirements, and responsibilities contained in rule 5101:9-6-50 of the Administrative Code are applicable to this rule.

Effective: 11/9/2023  
Five Year Review (FYR) Dates: 8/24/2023 and 11/09/2028

CERTIFIED ELECTRONICALLY

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Certification

10/30/2023

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Date

Promulgated Under: 111.15  
Statutory Authority: 5103.07  
Rule Amplifies: 5103.07  
Prior Effective Dates: 06/02/1979, 07/01/1980, 11/23/1991, 11/11/1996,  
04/14/1997, 09/28/2002, 02/20/2004, 09/03/2009,  
10/01/2012 (Emer.), 12/27/2012, 05/10/2018