



30 East Broad Street Columbus, Ohio 43215-3414  
jfs.ohio.gov

January XX, 2008

**TO:** Director, **WIA Area XX**

**FROM:** Robert L. Moore, Jr., Deputy Director  
Office of Fiscal Services

**SUBJECT: OHIO SKILLS BANK – REGIONAL RESEARCH AND ANALYSIS/SOLUTIONS DEVELOPMENT PHASE AWARD ALLOCATION**  
**EFFECTIVE DATE: JANUARY XX, 2008 THROUGH JUNE 30, 2008**

This letter serves as a notification of your area's **OHIO SKILLS BANK – REGIONAL RESEARCH AND ANALYSIS/SOLUTIONS DEVELOPMENT PHASE AWARD**. This allocation is effective **January XX, 2008 through June 30, 2008**.

**ALLOCATION:** \$ XXX,XXX **CFDA Number:** 17.XXX, 17.XXX and 17.XXX

Work to be performed under this award is detailed in the Ohio Skills Bank Regional Research and Analysis/Solutions Development Phase – Request for Proposal. Deliverables include, but not limited to, timely delivery of the reports prescribed below:

<b>Ohio Skills Bank – Research and Analysis/Solutions Development Phase Reports</b>	<b>Due Date</b>
Occupational Skills Shortage Report	March 31, 2008
Root Cause Report	May 30, 2008
Regional Solutions Report	September 30, 2008

Activities for this allocation must be reported on the ODJFS 01992 report using the following coding:

<b>Description</b>	<b>Program</b>	<b>Class ID</b>	<b>Line code</b>	<b>Funding Source</b>
Expenditures	XXX	XXX	XXX	XXX
Accruals	XXX	XXX	XXX	XXX
Obligations	XXX	XXX	XXX	XXX
Program Income Receipts	XXX	XXX	XXX	XXX
Program Income Expenditures	XXX	XXX	XXX	XXX
Stand In Costs	XXX	XXX	XXX	XXX

Per Ohio Administrative Code (OAC) 5101: 9-6-02(B), areas are no longer required to submit WIA certification form (JFS 02531) certifying acceptance of the allocation amount(s). Instead, any use, request, or obligation of this funding constitutes acceptance of the associated terms and conditions.

If you should have any questions regarding the allocation, please contact your ODJFS Fiscal Supervisor.

RM:mh

cc: WIA Administrative Entity  
WIA Fiscal Agent  
File