Downloading the Title IV-E Single Cost Report

- The JFS 02911 Single Cost Report form and instructions can be downloaded from the ODJFS Forms Central website:

  http://www.odjfs.state.oh.us/forms/inter.asp

- Search/Sort by Form Number. Enter 2911 in the Search For field. Click the Search button.

- The next page illustrates the items mentioned above.
Downloading the Title IV-E Single Cost Report
Forms Central Search Results

- Search results will reflect the current version of the approved form and instructions. Note the Revision Date column on the right-hand side of the Search Results screen. It will show Rev. 7/2013 which is the proper version for the SFY 2013 reporting period.

- Download the items you need.

- Remember! Prior to downloading the Excel version of the JFS 02911 form, you must first lower the macro security in your Excel program by opening it separately and going to Tools, Options, Security, and changing the security level from high to low. This will permit the macros within the JFS 02911 form to function properly.

- The next page illustrates the items mentioned above.
Forms Central Search Results