

**5101:9-5-03 Comprehensive Case Management and Employment Program (CCMEP) Temporary Assistance for Needy Families (TANF) Regular Allocation**

**FAPMTL 345**

***Effective Date: July 1, 2016***

- (A) In accordance with Section 305.190 of Amended Substitute HB 64 of the 131st General Assembly, effective July 1, 2016, the comprehensive case management and employment program (CCMEP) will be the statewide operational framework used to deliver integrated, comprehensive case management and employment services. The CCMEP is a Title IV-A program and workforce development activity that provides employment, training services and other supportive services to mandatory and voluntary program participants based upon a comprehensive assessment of an individual participant's employment and training needs.
- (B) Ohio law establishing CCMEP does not supersede any federally mandated law, rules or duties and responsibilities. Counties shall adhere to requirements set forth in Title IV-A of the Social Security Act. The catalog of federal domestic assistance (CFDA) number for this allocation is 93.558.
- (C) Definitions.
- (1) For the purpose of this rule, the term "lead agency" has the same meaning as defined in rule 5101:9-5-02 of the Administrative Code.
- (2) For the purpose of this rule, the term "fiscal agent" has the same meaning as defined in rules 5101:9-7-05 and 5101:9-5-01 of the Administrative Code.
- (D) The CCMEP assists eligible youth in overcoming barriers and preparing for employment using an intensive case management approach. Allowable services as defined in rule 5101:14-1-02 of the Administrative Code will be based on a comprehensive assessment of an individual's employment and training needs.
- (E) The Ohio department of job and family services (ODJFS) issues the CCMEP TANF regular allocation as follows:
- (1) When a workforce development agency (WDA) that is not part of the CDJFS serves as the lead agency, the CCMEP TANF regular allocation is awarded to the Workforce Innovation and Opportunity Act (WIOA) fiscal agent.
- (2) When a county department of job and family services (CDJFS) serves as lead agency, the CCMEP TANF regular allocation is awarded to the CDJFS through existing sub-grant agreements with ODJFS.
- (F) ODJFS issues this allocation on a state fiscal year (SFY) basis. ODJFS communicates the period of performance and liquidation periods through the county finance information system (CFIS). Funds must be expended by the period of performance and reported and disbursed no later than the end of the liquidation period.
- (G) ODJFS uses the methodology outlined in rule 5101:9-6-08 of the Administrative Code to distribute available CCMEP TANF funds.
- (H) The lead agency shall charge costs associated with activities that provide program services as described in rules 5101:14-1-02 and 5101:14-1-05 of the Administrative

Code to the CCMEP TANF regular allocation.

- (I) The lead agency shall claim costs through the random moment sample (RMS) process as described in rule 5101:9-7-20 of the Administrative Code. Shared costs shall be allocated and charged in accordance with the ODJFS cost allocation plan. The lead agency must report expenditures as described in rule 5101:9-7-29 of the Administrative Code.
- (J) The lead agency is given the opportunity to request ODJFS to release/distribute unspent and un-obligated CCMEP TANF regular funding as follows:
  - (1) A lead agency may enter into an agreement with another lead agency to release and receive funds by means of an agreement between the boards of county commissioners through the inter-county adjustment of allocations process as outlined in rule 5101:9-6-82 of the Administrative Code; or
  - (2) The lead agency may request additional funds or release excess funds twice a year through the redistribution process as outlined in paragraph (H) of rule 5101:9-6-02 of the Administrative Code.
- (K) A lead agency may move excess CCMEP TANF regular expenditures to the CCMEP TANF administration allocation.
- (L) The definitions, requirements, and responsibilities contained in rule 5101:9-6-50 of the Administrative Code are applicable to this rule. Notwithstanding the second sentence in paragraph (A)(2) in rule 5101:9-6-50 of the Administrative Code, CCMEP is a family services duty.

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Certification: CERTIFIED ELECTRONICALLY

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