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Comprehensive Case Management and Employment Program

5101:9-5-01 Workforce Innovation and Opportunity Act (WIOA) Fiscal Agent Responsibilities for the Comprehensive Case Management Employment Program (CCMEP)

[FAPMTL 345](#)

Effective Date: July 1, 2016

- (A) Section 305.190 of Amended Substitute HB 64 of the 131st General Assembly established the comprehensive case management employment program (CCMEP) as a collaborative Title IV-A program and workforce development activity designed to improve employment and education outcomes for low-income youth and young adults by assisting participants in overcoming barriers to employment and developing employment skills. This will be accomplished by integrating components of the Ohio works first (OWF) and the Workforce Innovation and Opportunity Act (WIOA) youth program to create a better-coordinated, person centered case management system.
- (B) Paragraph (F)(1) of Section 305.190 of Amended Substitute HB 64 of the 131st General Assembly requires the board of commissioners in each county to designate a lead agency, either the county department of job and family services (CDJFS) or workforce development agency (WDA) that serves the county, to administer CCMEP. The board of county commissioners will designate the CDJFS as the lead agency when combined with the WDA. State law sets forth the requirement that the CCMEP lead agency is responsible for the proper management of program funds. CCMEP requires collaboration with other local participating agencies, the WIOA local workforce development board (LWDB) and the fiscal agent. State law does not supersede any federally mandated law, rules or duties and responsibilities.
- (C) The WIOA fiscal agent shall follow regulations regarding local fiscal agent responsibilities as set forth in 20 C.F.R. part 679.420 and rule 5101:9-7-05 of the Administrative Code. The Ohio department of job and family services (ODJFS) will continue existing sub-grant agreements with each WIOA fiscal agent to receive all CCMEP WIOA youth funds within its workforce area. If the lead agency within a county is a WDA, these agreements may be amended to include CCMEP temporary assistance for needy families (TANF) regular and CCMEP TANF administration funding.
- (D) CCMEP responsibilities.
- The WIOA fiscal agent is responsible for the receipt, disbursement, accounting and reporting of all CCMEP funds awarded by ODJFS. Fiscal responsibilities for CCMEP include:
- (1) Fulfilling the responsibilities of a pass-through entity as defined in 2 C.F.R. part 200.331, the duties of a WIOA fiscal agent, and the terms and conditions in the ODJFS sub-grant agreement;
 - (2) Ensuring a sub-grant agreement exists with each CCMEP lead agency within the local area;

(H) The local area shall maintain documentation in accordance with the records retention requirements in rule 5101:9-9-21 of the Administrative Code. This documentation may be subject to inspection, monitoring, and audit.

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Certification: CERTIFIED ELECTRONICALLY

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