

Ohio

Department of
Job and Family Services

CCMEP Webinar

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a new way to work

CCMEP Team

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CCMEP County Plans

- Program plan template
 - Due 10/1/17
 - Draft available – no changes expected
- Use with 5101:14-1-03
- Plan must describe the design for the county's CCMEP program and how the 14 program elements/services will be made available
- Plan must include a formal process to monitor sub-recipients and subcontractors to verify expenditures are allowable, allocable and reasonable
- Include plans for summer employment in Section 3.2



IOP Replaces SSC for Cash Authorization (14-24)

- Process changes required to begin using the IOP to replace the SSC during cash authorization process
- CCMEP Comprehensive Assessment replaces the appraisal for cash authorization
- CCMEP Rule - 5101:14-1-04
[http://www.registerofohio.state.oh.us/pdfs/5101/14/1/5101\\$14-1-04 PH RV N RU 20170818 1248.pdf](http://www.registerofohio.state.oh.us/pdfs/5101/14/1/5101$14-1-04%20PH%20RV%20N%20RU%2020170818%201248.pdf)
- Corresponding New Cash Rule – 5101:1-3-11 (See paragraph J)
[http://www.registerofohio.state.oh.us/pdfs/5101/1/3/5101\\$1-3-11 PH OF A RU 20170717 0842.pdf](http://www.registerofohio.state.oh.us/pdfs/5101/1/3/5101$1-3-11%20PH%20OF%20A%20RU%2020170717%200842.pdf)



IOP Replaces SSC for Cash Authorization (14-24)

- Process and Steps (coordinated effort between Lead Agency and CDJFS)
 - Interview for Cash Application
 - JFS 03002 (only Lead Agency/provider can determine WIOA eligibility)
 - CCMEP Assessment (including basic skills assessment)
 - IOP (If never participate in service through IOP, cancel services in OWCMS – only OMJ Help Desk can cancel last service)



CCMEP Implementation Managers

- **Role/Responsibility**
 - One Implementation Manager per county
 - Consistently attend and participate in 1-2 calls per month and quarterly meetings
 - Communicate information from calls/meetings to management and staff at Lead Agency, Workforce Development Board, and youth providers for their county
- **One Manager from each CCMEP Lead Agency**
 - Attend monthly calls for CCMEP updates, to share best practices, and to share feedback on issues
 - Send contact info for your county's implementation manager to CCMEPQNA@jfs.ohio.gov



Semi-Annual TANF Eligibility Process

- Mail JFS 03002 for completion and return at beginning of 5th month
- Schedule appointment at beginning of 5th month for completion of the JFS 03002 TANF sections, name, address and sign (self-attestation allowed)
- If unable to schedule appointment or no show, visit work site or home
- If still unable to reach participant, case managers can on the 6 month anniversary (end of the month) begin to end TANF-funded services and fund with WIOA if eligible
 - If not WIOA eligible, end services in OWCMS to begin 90-day exit process (Re-check WIOA eligibility if not originally WIOA eligible)



Semi-Annual TANF Eligibility Process

- During 90-day exit period, continue to reach out to participant to re-engage and check TANF eligibility if previously unable to contact
 - Participants can appeal during this period
- *Between 6 month verification periods, if the Lead Agency learns new info impacting TANF eligibility (for example: salary increase, change in household composition, or loss of OWF, etc.), the case manager should have the participant complete the JFS 03002 TANF sections to verify eligibility.*



Q & A Review

Should the lead agency verify TANF eligibility more often than the semi-annual TANF review process?

Between semi-annual reviews, lead agencies should only re-determine TANF eligibility if the agency becomes aware of new information likely to affect eligibility. (i.e., salary increase to \$35,000.00 as a result of a job placement).

Are ALL CCMEP participants required to complete the comprehensive assessment before receiving any services?

Yes. The Comprehensive Assessment (Mini if the individual is attending secondary school or Full) and the IOP must be completed in OWCMS before any services are issued to a CCMEP program participant. 5101:14-1-05.

If a participant needs assistance paying an old bill to obtain utility services, is this allowable through CCMEP?

Yes, this can be a supportive service as long as it is reasonable and necessary, based on the IOP. TANF funds can be used when it meets a TANF purpose and it is not "TANF Assistance" as defined in 45 CFR 260.31. WIOA funds can be used for this supportive service also if it is consistent with your local area supportive services policy. 5101:14-1-01.



Q & A Review

If an individual is graduating high school shortly, should the JFS 03003 or the JFS 03006 be used?

Before selecting an assessment, consider the individual's potential for WIOA youth eligibility as either an in-school or an out-of-school youth (before enrollment in post-secondary education). As an in-school youth, use the JFS 03006 and the JFS 03003 as an out-of-school youth in this situation.

If a CCMEP program participant who eligible for both CCMEP WIOA youth and TANF funding can lead agencies fund all services under CCMEP TANF and not co-enroll into WIOA youth?

Yes. But we recommend co-funding in case circumstances change and the program participant is no longer eligible for CCMEP TANF funding. Also, Co-Funding allows for additional services to be paid for that TANF funds may not allow.

What is the procedure for transferring a program participant from one county to another county?

When a program participant moves to another Ohio county, follow your county CCMEP plan's instructions on how to handle case transfers. Ensure that new county has all of the needed case file documentation and changing the case manager of record in OWCMS. OAC rule [5101:14-1-03](#)

What is the recommended way to amend an IOP?

OWCMS must be updated with the most current information in the IOP in order for CFIS and performance measures to be captured accurately. The form must be printed out from OWCMS and signed by the program participant. Retain a hard copy in the file for audit and state hearing purposes. Scanning and uploading is no longer required. OAC rule [5101:14-1-05](#)



Q & A Review

Can a program participant's school status be switched from in-school to out-of-school after graduation from secondary school?

No. A program participant's school status does not change once the program participant is determined eligible for WIOA-funded services and they have signed the IOP until exit from the program. OAC rule 5101:10-3-01

Is an individual still eligible to enter CCMEP if they turned 25 before they signed their IOP?

No. Since the individual turned 25 before this could be accomplished, the individual no longer meets the age requirements. OAC rule 5101:14-1-02.

Does an individualized education program (IEP) that excludes an individual from the consequences of not passing a standardized test excuse the individual from basic skills assessment testing?

No. The purpose of the basic skills assessment is to assess the individual's basic skills, so that the individual can receive the necessary services to succeed. In addition, there are no negative consequences in not passing. The individual should take the test with any accommodations that may be allowed in the testing instructions.



Questions & Answers

Email CCMEP program questions to:
CCMEPQNA@jfs.ohio.gov

Email OWCMS and OMJ questions to:
OMJ-HELP-DESK@jfs.ohio.gov

Email OFA for questions on OWF and work participation:
TANF-FSTA@jfs.ohio.gov