

October 22, 1999

OWF/PRC Guidance Letter No. 7

**TO:** Directors, County Departments of Human Services  
Directors, County Public Children Services Agencies  
Directors, Child Support Enforcement Agencies  
Regional Account Managers

**FROM:** Jacqueline Romer-Sensky, Director

**SUBJECT: County Prevention, Retention and Contingency Development Reserve (PRCDR)**

The Ohio Department of Human Services (ODHS) issues a series of guidance letters related to Ohio Works First (OWF) and Prevention, Retention and Contingency (PRC) programs. This is the 7<sup>th</sup> letter in the series. This letter and the attached PRCDR information packet formally transmits the information about the application procedure that was provided to all 88 counties via the PRC symposium in September 1999.

Through the PRC Development Reserve, funds are available to counties for expanded PRC services. ODHS recognizes that all counties are dealing with enormous change to meet the needs of their current customers, as well as the emerging needs of a new customer base. PRCDR is one way ODHS supports county efforts to meet these critical needs.

ODHS will make \$100 million available for SFY 2000 and \$200 million available for SFY 2001. A cap has been determined for each county based on 200% of poverty population. PRCDR funding is outside of the consolidated allocation and is to be used for PRC expanded services only.

ODHS will neither approve or disapprove county PRCDR Plans. PRCDR funds are available for PRC projects when a CDHS demonstrates that it will use all current TANF allocations and incentives. Once funding has been recommended, the CDHS will need to amend its PRC Plan and its Partnership Agreement, with sample language for the Partnership Agreement amendment attached to this letter.

Questions regarding this document are to be directed to your regional Account Manager.

c: County Commissioners Association, OHSDA, PCSAO  
Cheri Walter, Wayne Sholes  
Deputy Directors  
Technical Assistance Managers

## “PREVENTION, RETENTION, AND CONTINGENCY DEVELOPMENT RESERVE”

The Ohio Department of Human Services (ODHS) has developed a process to increase Prevention, Retention, and Contingency (PRC) services and funding to county departments of human services (CDHS) to expand the current program. As caseloads continue to decline, less money is spent on cash assistance for poor families. The goal of the PRC Development Reserve is to provide equal access to all counties seeking additional resources. ODHS will move away from a “first come, first serve” approach to funding special projects. It is designed to avoid the perception that some counties have special access to funding while other counties are ignored.

As OWF participants transition off of assistance into employment, they encounter a need for new and/or expanded services to maintain employment. ODHS working with counties must develop new strategies to deliver these services. These strategies must include initiatives that prevent participants from developing dependencies. The PRC program provides the counties with the opportunity to develop locally driven, flexible, responsive and innovative services designed to meet the emerging needs of their new customer base. ODHS expects that counties will develop comprehensive PRC plans that address the following priorities:

1. Prevent OWF Families that are at a Risk from Hitting the Time Limits
2. Design Services for Dependent Families who will Hit the Time Limits
3. Provide Services that Meet the Needs of Low Income Employed Families
4. Prevent Economic Dependency for those Seeking Employment
5. Provide Services to Non-Custodial Parents to help them Meet their Obligations  
As Parents and Pay Child Support
6. Prevent Out of Wedlock Births
7. Provide Services to Vulnerable Children and their Families
8. Promote Formation of Two-Parent Families

There is a total of \$300 million available to CDHS from January 1, 2000 through June 30, 2001 for expanded PRC services. ODHS will make \$100 million available for SFY 2000 and \$200 million available for SFY 2001. ODHS will determine a cap for each county based on 200% of poverty population. **The PRC Development Reserve (PRCDR) funding is outside of the consolidated allocation and is to be used for PRC expanded services only.** Any and all TANF special project requests that the CDHS are considering for the remainder of the biennium must follow these guidelines. While ODHS is reviewing the funding requests for these guidelines, ODHS will not evaluate the merits of the county PRC plan. Counties are encouraged to use their creative problem solving skills to meet the critical needs of their local community through PRC programs and strategies. **To be Clear, ODHS will neither approve or disapprove county PRC Plans.** ODHS will not require specific strategies to meet these goals nor will it require the use of any part of the state PRC model. The model represents a series of examples that may or may not be used.

The PRC Development Reserve funds are available when a CDHS has demonstrated to their ODHS Account Manager that all current TANF resources have been obligated, including allocations and incentives. Further, these funds are intended for service expansion to support the eight priorities listed above. Account Managers will work with CDHS to assure that these criteria are met.

Although these dollars are not scheduled to be released until January 1, 2000, CDHS who meet all of the criteria set forth in this guidance are encouraged to begin working with their Account Managers immediately. ODHS is committed to prioritizing the delivery of these resources to counties. **Therefore, counties who are ready and have met the established criteria can receive their share of the PRCDR funding cap prior to January 1, 2000 from funds that are currently available to ODHS.**

### FUNDING ACCESS

Each county is eligible to receive additional TANF funding through the PRC Development Reserve. The PRCDR is not an allocation but is a spending cap for expanded PRC services. The PRCDR funding is divided between SFY 2000 and SFY 2001 as specified above, and further subdivided into quarters. The quarterly division applies to PRCDR project request submission and funding approval only. CDHS may submit more than one PRCDR plan during a state fiscal year. Counties may incur expenditures against the reserve upon receipt of a letter from the Office of Fiscal Services authorizing funding for the county's PRCDR project request. The county may request a transfer of any unspent dollars from one state fiscal year to the next through the PRCDR project budget submission.

A CDHS may choose to access all or part of their share of the PRCDR funding. PRCDR project requests are due one month prior to the beginning of each quarter. Counties who do not submit a PRCDR project request by this date will not be able to access that quarter's funding for implementation of the project. Once funding has been approved, ODHS will issue a new PRCDR balance to the county, reduced by the approved funding. This process continues each quarter through January 1, 2001. **Counties that do not submit PRCDR project request(s) will forfeit their reserve for each quarter in which a county does not submit a request.** Counties who can use all of their TANF allocations, TANF incentives and their PRCDR cap may request additional funds through this process. However, these requests will not be considered until January 1, 2000. Additional funds will be issued from unused PRCDR dollars. Quarterly redistribution of unused PRC Development Reserve funds will begin after December 1, 1999. The redistribution will be based on county population under 200% of poverty for those counties that have submitted proposals for additional funds. The redistribution to a county will not exceed the amount requested in proposals. Requests for additional funds may be submitted anytime after January 1, 2000.

### PRC DEVELOPMENT RESERVE PROJECT CRITERIA

The PRC Development Reserve project request is to include the following information at a minimum:

- Budget of Current Resources Demonstrates that county will use its TANF funds;
- Budget for additional PRC funds being requested based on a county reserve;
- Time lines for services and expenditures;
- Outcomes as they relate to ODHS Stated Goals; (Note: These Outcomes and Measures will not be subject to penalties under the Partnership Agreement);

- Plan Management Monitoring System;

Expenditures  
Outcomes  
Narrative of Services

The monitoring system is to include a review process negotiated between the Account Manager and the CDHS. This review process should be quarterly at a minimum. Monitoring of the PRCDR project is being done to assure the county is meeting its programmatic expectations and services, as well as, fiscal projections. This review process provides a forum for modification and/or amendment of the PRCDR project request, partnership agreement, etc., if needed.

**PROJECT REVIEW PROCESS**

The procedures outlined in this guidance will be incorporated into the Administrative Procedure Manual. The PRCDR project request will be submitted to your Account Manager for review of the following:

Current Resource Planned Expenditures;  
Consistency with Community Plan;  
Support of ODHS State Goals;  
Compliance with State and Federal Regulations;  
Revised PRC Plan

The CDHS may include other community agencies in the PRCDR project process. Counties will likely use other service providers to implement their service strategies. Account Managers will work directly with CDHS directors on these activities.

After Account Managers have reviewed a county's plan, it will be submitted to the PRC Committee for review and recommendation of funding. The current PRC Committee members are Joel Rabb, Steve Rice, Lou Ann Shy, Jeannie Carroll, Stan Sells and Chet Kalis. Joel Potts will join the committee for the funding recommendation process. The PRC Committee meets on a biweekly basis. The PRC Committee will review the plans with the Account Manager to assure:

There is sufficient evidence the county has planned use for its  
TANF Resources;  
PRCDR project request is consistent with ODHS Stated Goals;  
The project is an extension of or part of the county's community plan;  
The CDHS and Account Manager have negotiated reasonable  
Monitoring and Reporting procedures based on the Community  
Planning Guidance;  
The services outlined in the plan are not being refinanced but are  
Additional Community Needed Services

If a project requires modification or elaboration, the PRC Committee will work with the Account Manager to complete. If the project meets the above criteria, the PRC Committee will recommend the county be issued its share of the spending reserve. Approval of all PRCDR funding will be made by Wayne Sholes, Assistant Director, ODHS.

Once the PRCDR project request is reviewed and funding is recommended and approved, counties will receive:

A simple one or two sentence proposed Partnership Agreement Amendment with an addendum of PRCDR Reserve Funding level.

A letter from the Office of Fiscal Services authorizing approval of PRCDR Funding

The amendment to the partnership agreement will not create additional performance measures for the partnership agreement.

**Review Process for CDHS  
PRC Development Reserve Project Proposals**

III. Proposal Submission:

Once a CDHS has prepared a PRC Project Proposal(s), the CDHS should submit it directly to its Regional Account Manager. The Regional Account Manager will record the date of submission, fax a copy of the proposal to Stan Sells (614-644-0049), and proceed to review the proposal using the following criteria:

- A) Proposal narrative that adequately describes the county's intent. See guidance entitled "Funding Application Packet."
- B) Budget of current resources demonstrates that all TANF funds will be used.
- C) Budget for additional PRC funds being requested.
- D) Time lines for services and expenditures.
- E) Outcomes as they relate to the eight designated priorities.
- F) County monitoring system that addresses both project expenditures and outcomes.

II. Review Process:

The primary review will be done by the Regional Account Manager. The Regional Account Manager will review the proposal and submit a written recommendation based on the criteria listed above. If the project is fundable, the recommendation should be faxed to Stan Sells. If the project in its current form is not fundable the account manager will continue to work with the county.

A PRC Project Review Committee will review all county proposals. The committee will review proposals to assure availability of funding, and conformance with federal and state regulations. As long as the proposals are consistent with these requirements the committee will not evaluate the merits of the project proposal. The committee as a whole will make a recommendation to the Assistant Director.

The final decision to fund the proposal rests with the Assistant Director who will communicate decisions to both the Office of Fiscal Services and the PRC Committee. The decision will be communicated to the county with 20 working days after a complete proposal is submitted to the Account Manager. Upon receipt of the CDHS amendment to the PRC Plan and a simple amendment to the Partnership Agreement, the Office of Fiscal Services will issue a county allocation letter indicating the PRC Development Reserve funding allocation. Guidance for amending the PRC Plan is in OWF Letter #1 dated 8/28/97.

For projects not funded, the PRC committee will advise the Regional Account Manager for the reasons. As appropriate, the Regional Account Manager will work with the county to revise and resubmit its proposal.

III. Project Implementation Review Process:

At Quarterly intervals, the CDHS will submit a report to the Regional Account Manager. The report will include the following:

A. Progress Report

1. List achievements which relate to the project's stated TANF goals
2. Provide details of project's milestones to date
3. Overall results to date.
4. Project modifications
  - a) Made to date
  - b) Proposed
5. Amendment(s) to project requested?
  - a) Goal amendment
  - b) Budget amendment

B. Fiscal Report

Estimated expenditures against the PRCDR Cap.

PRCDR Cap	_____
Expenditures for the Quarter	_____
Purchased Services	_____
Direct Services	_____
TOTAL Expenditures for the Quarter	_____
TOTAL Expenditures Year to Date	_____
Balance of PRCDR Cap	_____

C. Technical Assistance Requests

Identify to the Account Manager specific technical assistance requests that the county will need during the next quarter.

**“PREVENTION, RETENTION, AND CONTINGENCY DEVELOPMENT RESERVE”**  
**Funding Application Packet**

Counties are asked to submit a PRC Development Reserve Project funding application in accordance with this outline for each project which the county wishes to access their PRC Development Reserve. Please limit each project packet to no more than a five page narrative. This packet is intended to solicit an executive summary of program activities. Funding approval will be based on the following criteria:

- Is the County currently employing all available funds?
- Is the proposal consistent with the Community Plan?
- Does the proposal support the goals for the PRC Development Reserve?
- Is the proposal in compliance with State and Federal Regulations?
- Are funds available?

II. Narrative - Briefly describe the project. Be sure to include:

- A) Problems to be solved;
- B) Strategies the county intends to implement and how they relate to the problem;
- C) Who will be served and what services they will receive;
- D) Program time lines through SFY2001, including start-up dates and length of project;
- E) Expected outcomes;
- F) TANF goals these outcomes relate to;
- G) Data will to be collected to measure progress toward desired outcome; and
- H) Frequency of data collection and review.

II. Project Management System

- A) Who will serve on the Project Management Team;
- B) Who will review the data described in the Narrative Section G. above;
- C) How will implementation time lines and expenditures be monitored;
- D) Describe the project modifications process.

III. Budget

- A) Current Obligation;
- B) Project Budget.

IV. Submission

Submit one copy of your Funding Application to your Account Manager.

V. Approval

- A) Counties will be notified if funding is approved within 20 working days.
- B) The funding approval letter will contain language to ammend the Partnership Agreement.
- C) Allocation letters will be issued upon receipt of County Amendment to the PRC Plan (if necessary) and the Partnership Agreement.

## PRC DEVELOPMENT RESERVE PROJECT BUDGET SUMMARY

County DHS \_\_\_\_\_

Project Title \_\_\_\_\_

Implementation Date \_\_\_\_\_

### FY 2000 Expense Budget

#### a) CDHS Direct Expense

Staff \$ \_\_\_\_\_

Other (identify) \$ \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Total Direct Expense \$ \_\_\_\_\_

#### b) Purchased Service Expense

Vendor a \$ \_\_\_\_\_

Vendor b \$ \_\_\_\_\_

Vendor c \$ \_\_\_\_\_

Total Purchased Expense \$ \_\_\_\_\_

FY 2000 Total Project Budget \$ \_\_\_\_\_

### FY 2001 Expense Budget

#### a) CDHS Direct Expense

Staff \$ \_\_\_\_\_

Other (identify) \$ \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Total Direct Expense \$ \_\_\_\_\_

#### b) Purchased Service Expense

Vendor a \$ \_\_\_\_\_

Vendor b \$ \_\_\_\_\_

Vendor c \$ \_\_\_\_\_

Total Purchased Expense \$ \_\_\_\_\_

FY 2001 Total Project Budget \$ \_\_\_\_\_

Total Project Budget (FY 2000 & 2001) \$ \_\_\_\_\_

## SFY 2000 ACTUAL AND PLANNED TANF EXPENDITURES

County DHS \_\_\_\_\_

Project Title \_\_\_\_\_

<b>ALLOCATION DESCRIPTION:</b>	<b>ALLOCATION AMOUNT <u>SFY 2000</u></b>	<b>EXPENDITURES APPLIED TO DATE</b>	<b>PLANNED* EXPENDITURES</b>
TANF REGULAR	\$	\$	\$
INCENTIVES**	\$	\$	\$

\*Planned expenditures should reflect 90% anticipated expenditures for regular TANF Allocation excluding Transportation and Training (The amounts for these two components are the same as SFY 1998.).

\*\*Incentive amount(s) notified of through allocation letter(s) when PRCDR project request is prepared. Applicable expenditures appear on the following CORE Reporting Line Codes:

- |   |                                |
|---|--------------------------------|
| 2-1204 TANF Incentive   | 2-1262 TANF Supportive Svc OWF |
| 2-1206 TANF Non-Federal                                       | 2-1264 TANF Supportive Svc OWF |
| 2-1218 TANF CW Administration                                 | Transitional                   |
| 2-1226 TANF OJT Payments (July-September 1999 only)           |                                |
| 2-1228 TANF/OWF Administration                                |                                |
| 2-1230 TANF/OWF Federal Work Activities (Work Activities OWF) |                                |
| 2-1234 TANF/OWF State Work Activities (PRC Diversion)         |                                |
| 2-1236 TANF/LEAP Administration (July-September 1999 only)    |                                |
| 2-1237 TANF/OWF Work Participation Allowance                  |                                |
| 2-1240 TANF/Prevention, Retention, Contingency (Transitional) |                                |
| 2-1244 TANF/Title XX Administration                           |                                |
| 2-1246 TANF/Title XX Purchased Services                       |                                |

<i>PRC CALCULATION</i>										
200% POVERTY LEVEL			PRC DEVELOPMENT FUND CALCULATION							
	COUNTY POPULATION		SFY 2000	SFY 2000	TOTAL	SFY 2001	SFY 2001	SFY 2001	SFY 2001	SFY 2001
COUNTY	LESS THAN 200% POVERTY	PERCENT	JAN-MAR 00	APR-JUN 00	SFY 2000	JUL-SEPT 00	OCT-DEC 00	JAN-MAR 01	APR-JUN 01	TOTAL
Adams	13,551	0.434%	217,045	217,045	434,091	217,045	217,045	217,045	217,045	868,182
Allen	33,540	1.074%	537,208	537,208	1,074,416	537,208	537,208	537,208	537,208	2,148,831
Ashland	14,539	0.466%	232,870	232,870	465,740	232,870	232,870	232,870	232,870	931,481
Ashtabula	36,581	1.172%	585,915	585,915	1,171,831	585,915	585,915	585,915	585,915	2,343,661
Athens	25,590	0.820%	409,873	409,873	819,746	409,873	409,873	409,873	409,873	1,639,493
Auglaize	10,118	0.324%	162,059	162,059	324,119	162,059	162,059	162,059	162,059	648,237
Belmont	27,458	0.880%	439,793	439,793	879,586	439,793	439,793	439,793	439,793	1,759,171
Brown	12,647	0.405%	202,566	202,566	405,132	202,566	202,566	202,566	202,566	810,264
Butler	69,713	2.233%	1,116,588	1,116,588	2,233,176	1,116,588	1,116,588	1,116,588	1,116,588	4,466,353
Carroll	9,246	0.296%	148,093	148,093	296,185	148,093	148,093	148,093	148,093	592,370
Champaign	9,102	0.292%	145,786	145,786	291,572	145,786	145,786	145,786	145,786	583,144
Clark	44,923	1.439%	719,529	719,529	1,439,057	719,529	719,529	719,529	719,529	2,878,114
Clermont	35,589	1.140%	570,026	570,026	1,140,053	570,026	570,026	570,026	570,026	2,280,106
Clinton	10,829	0.347%	173,447	173,447	346,895	173,447	173,447	173,447	173,447	693,789
Columbiana	41,366	1.325%	662,556	662,556	1,325,113	662,556	662,556	662,556	662,556	2,650,225
Coshocton	12,618	0.404%	202,102	202,102	404,203	202,102	202,102	202,102	202,102	808,406
Crawford	15,802	0.506%	253,100	253,100	506,199	253,100	253,100	253,100	253,100	1,012,398
Cuyahoga	405,511	12.990%	6,495,041	6,495,041	12,990,082	6,495,041	6,495,041	6,495,041	6,495,041	25,980,164
Darke	15,610	0.500%	250,024	250,024	500,049	250,024	250,024	250,024	250,024	1,000,097
Defiance	9,640	0.309%	154,403	154,403	308,806	154,403	154,403	154,403	154,403	617,613
Delaware	11,476	0.368%	183,810	183,810	367,621	183,810	183,810	183,810	183,810	735,241
Erie	19,238	0.616%	308,134	308,134	616,267	308,134	308,134	308,134	308,134	1,232,535
Fairfield	26,264	0.841%	420,669	420,669	841,337	420,669	420,669	420,669	420,669	1,682,675
Fayette	10,883	0.349%	174,312	174,312	348,624	174,312	174,312	174,312	174,312	697,249
Franklin	261,293	8.370%	4,185,111	4,185,111	8,370,223	4,185,111	4,185,111	4,185,111	4,185,111	16,740,446
Fulton	8,457	0.271%	135,455	135,455	270,910	135,455	135,455	135,455	135,455	541,821
Gallia	13,093	0.419%	209,710	209,710	419,419	209,710	209,710	209,710	209,710	838,839
Geauga	14,916	0.478%	238,909	238,909	477,817	238,909	238,909	238,909	238,909	955,634

Greene	30,006	0.961%	480,604	480,604	961,208	480,604	480,604	480,604	480,604	1,922,416
Guernsey	16,756	0.537%	268,380	268,380	536,759	268,380	268,380	268,380	268,380	1,073,519
Hamilton	241,096	7.723%	3,861,618	3,861,618	7,723,235	3,861,618	3,861,618	3,861,618	3,861,618	15,446,470
Hancock	14,584	0.467%	233,591	233,591	467,182	233,591	233,591	233,591	233,591	934,364
Hardin	10,684	0.342%	171,125	171,125	342,250	171,125	171,125	171,125	171,125	684,499
Harrison	7,282	0.233%	116,635	116,635	233,271	116,635	116,635	116,635	116,635	466,541
Henry	6,506	0.208%	104,206	104,206	208,412	104,206	104,206	104,206	104,206	416,825
Highland	14,907	0.478%	238,764	238,764	477,529	238,764	238,764	238,764	238,764	955,057
Hocking	10,249	0.328%	164,158	164,158	328,315	164,158	164,158	164,158	164,158	656,630
Holmes	15,155	0.485%	242,737	242,737	485,473	242,737	242,737	242,737	242,737	970,946
Huron	16,843	0.540%	269,773	269,773	539,546	269,773	269,773	269,773	269,773	1,079,093
Jackson	14,776	0.473%	236,666	236,666	473,332	236,666	236,666	236,666	236,666	946,665
Jefferson	29,340	0.940%	469,937	469,937	939,873	469,937	469,937	469,937	469,937	1,879,747
Knox	15,498	0.496%	248,230	248,230	496,461	248,230	248,230	248,230	248,230	992,921
Lake	36,207	1.160%	579,925	579,925	1,159,850	579,925	579,925	579,925	579,925	2,319,700
Lawrence	28,981	0.928%	464,187	464,187	928,373	464,187	464,187	464,187	464,187	1,856,747
Licking	34,769	1.114%	556,893	556,893	1,113,785	556,893	556,893	556,893	556,893	2,227,570
Logan	12,728	0.408%	203,863	203,863	407,727	203,863	203,863	203,863	203,863	815,454
Lorain	71,224	2.282%	1,140,790	1,140,790	2,281,580	1,140,790	1,140,790	1,140,790	1,140,790	4,563,159
Lucas	141,337	4.528%	2,263,785	2,263,785	4,527,569	2,263,785	2,263,785	2,263,785	2,263,785	9,055,139
Madison	8,616	0.276%	138,002	138,002	276,004	138,002	138,002	138,002	138,002	552,007
Mahoning	91,264	2.924%	1,461,769	1,461,769	2,923,538	1,461,769	1,461,769	1,461,769	1,461,769	5,847,076
Marion	20,480	0.656%	328,027	328,027	656,053	328,027	328,027	328,027	328,027	1,312,107
Medina	21,926	0.702%	351,187	351,187	702,374	351,187	351,187	351,187	351,187	1,404,749
Meigs	11,820	0.379%	189,320	189,320	378,640	189,320	189,320	189,320	189,320	757,280
Mercer	10,364	0.332%	165,999	165,999	331,999	165,999	165,999	165,999	165,999	663,998
Miami	22,025	0.706%	352,773	352,773	705,546	352,773	352,773	352,773	352,773	1,411,091
Monroe	6,942	0.222%	111,190	111,190	222,379	111,190	111,190	111,190	111,190	444,758
Montgomery	157,337	5.040%	2,520,056	2,520,056	5,040,111	2,520,056	2,520,056	2,520,056	2,520,056	10,080,222
Morgan	6,243	0.200%	99,994	99,994	199,987	99,994	99,994	99,994	99,994	399,975
Morrow	8,616	0.276%	138,002	138,002	276,004	138,002	138,002	138,002	138,002	552,007
Muskingum	29,249	0.937%	468,479	468,479	936,958	468,479	468,479	468,479	468,479	1,873,917
Noble	4,910	0.157%	78,643	78,643	157,286	78,643	78,643	78,643	78,643	314,572
Ottawa	8,980	0.288%	143,832	143,832	287,664	143,832	143,832	143,832	143,832	575,328
Paulding	5,941	0.190%	95,157	95,157	190,313	95,157	95,157	95,157	95,157	380,626
Perry	14,126	0.453%	226,255	226,255	452,510	226,255	226,255	226,255	226,255	905,021
Pickaway	13,134	0.421%	210,366	210,366	420,733	210,366	210,366	210,366	210,366	841,465
Pike	11,979	0.384%	191,867	191,867	383,734	191,867	191,867	191,867	191,867	767,467

Portage	38,261	1.226%	612,824	612,824	1,225,647	612,824	612,824	612,824	612,824	2,451,295
Preble	12,041	0.386%	192,860	192,860	385,720	192,860	192,860	192,860	192,860	771,439
Putnam	7,448	0.239%	119,294	119,294	238,588	119,294	119,294	119,294	119,294	477,176
Richland	36,934	1.183%	591,569	591,569	1,183,139	591,569	591,569	591,569	591,569	2,366,277
Ross	24,185	0.775%	387,369	387,369	774,739	387,369	387,369	387,369	387,369	1,549,478
Sandusky	16,672	0.534%	267,034	267,034	534,068	267,034	267,034	267,034	267,034	1,068,137
Scioto	38,560	1.235%	617,613	617,613	1,235,226	617,613	617,613	617,613	617,613	2,470,451
Seneca	18,181	0.582%	291,204	291,204	582,408	291,204	291,204	291,204	291,204	1,164,815
Shelby	11,467	0.367%	183,666	183,666	367,332	183,666	183,666	183,666	183,666	734,665
Stark	104,132	3.336%	1,667,875	1,667,875	3,335,750	1,667,875	1,667,875	1,667,875	1,667,875	6,671,500
Summit	142,953	4.579%	2,289,668	2,289,668	4,579,336	2,289,668	2,289,668	2,289,668	2,289,668	9,158,672
Trumbull	65,383	2.094%	1,047,235	1,047,235	2,094,470	1,047,235	1,047,235	1,047,235	1,047,235	4,188,940
Tuscarawas	28,269	0.906%	452,783	452,783	905,565	452,783	452,783	452,783	452,783	1,811,130
Union	7,424	0.238%	118,910	118,910	237,819	118,910	118,910	118,910	118,910	475,639
Van Wert	7,309	0.234%	117,068	117,068	234,135	117,068	117,068	117,068	117,068	468,271
Vinton	5,729	0.184%	91,761	91,761	183,522	91,761	91,761	91,761	91,761	367,044
Warren	21,409	0.686%	342,906	342,906	685,813	342,906	342,906	342,906	342,906	1,371,626
Washington	20,802	0.666%	333,184	333,184	666,368	333,184	333,184	333,184	333,184	1,332,737
Wayne	29,664	0.950%	475,126	475,126	950,252	475,126	475,126	475,126	475,126	1,900,505
Williams	9,644	0.309%	154,467	154,467	308,935	154,467	154,467	154,467	154,467	617,869
Wood	26,456	0.847%	423,744	423,744	847,488	423,744	423,744	423,744	423,744	1,694,976
Wyandot	6,301	0.202%	100,923	100,923	201,845	100,923	100,923	100,923	100,923	403,691
TOTAL	3,121,697	1	50,000,000	50,000,000	100,000,000	50,000,000	50,000,000	50,000,000	50,000,000	200,000,000
	DATA SOURCE: 1990 CENSUS - DEPARTMENT OF DEVELOPMENT									

# PARTNERSHIP AGREEMENT AMENDMENT NO. 1

This Amendment to the Partnership Agreement is entered into between the Ohio Department of Human Services (“ODHS”) and the \_\_\_\_\_ County Board of County Commissioners (“Board”) in accordance with sections 307.98 and 5101.21 of the Revised Code and Article XIV, section D of the Partnership Agreement effective for the period July 1, 1999 to June 30, 2001. The purpose of this Amendment is to set forth the responsibilities of the parties in the administration of a revised plan for the Prevention, Retention, and Contingency (“PRC”) Program established under Chapter 5108 of the Revised Code. This amendment is effective on \_\_\_\_\_ or the date this amendment was signed by all parties, whichever is later. The Amendment to the Partnership Agreement is as follows:

**Article IV, Section F:** The Board agrees to administer a PRC Development Reserve Project in conformance with the Proposal submitted by the County Department of Human Services for the PRC Development Reserve Project to the extent its funding has been approved by ODHS. ODHS agrees to provide funding for the PRC Development Reserve Project in accordance with the allocation letter issued by ODHS for this Project. The ODHS announcement of the project, the CDHS proposal for the Project and the ODHS approval letter are incorporated into this amendment the same as if they were fully set forth in this section. Amendments to the PRC Development Project may be approved by a written agreement between the Director of the CDHS and the ODHS Account Manager.

## APPROVED BY:

\_\_\_\_\_  
Jacqueline Romer-Sensky, Director      DATE

\_\_\_\_\_  
Commissioner      DATE

\_\_\_\_\_  
Commissioner      DATE

\_\_\_\_\_  
Commissioner      DATE