

## **Fiscal Administrative Procedure Letters (FAPLs)**

### **FAPL 15**

#### **Fiscal Administrative Procedure Letter (FAPL) No. 15**

May 28, 2009

To: Fiscal Administrative Procedure Manual Holders  
From: Douglas E. Lumpkin, Director  
Subject: Federal Food Assistance Stimulus

In April 2009, the American Recovery and Reinvestment Act of 2009 (ARRA) increased benefits to recipients in the Supplemental Nutrition Assistance Program (SNAP) nationwide. The U.S. Food and Nutrition Service (FNS) allocated a portion of \$145 million to State agencies for fiscal year (FY) 2009. These funds are to be used for costs associated with carrying out the change in benefits required by the ARRA and for administering SNAP. In accordance with the intent of the Recovery Act, funds must be spent expeditiously and effectively, with full transparency and accountability.

The Ohio Department of Job and Family Services (ODJFS) is implementing the federal guidance regarding the disbursement and use of funds subsidized by the ARRA. These funds will be used to supplement current allotments for Ohio's Food Assistance Program, reimbursing the county department of job and family services (CDJFS) for administrative costs associated with ensuring compliance with SNAP, formerly known as the Food Stamp Program. The ARRA grant is made up of 100% federal funds and there is no matching requirement. The supplemental funding is available for food assistance in accordance with Food Assistance Program requirements. The CFDA number is 10.561.

ODJFS applied the allocation methodology currently used to allocate the TANF allocation, minus the nine percent cap provision to distribute the \$ 5.5 million ARRA SNAP grant received by Ohio. This methodology is detailed in Ohio Administrative Code 5101:9-6-08.

The ARRA grant will be established and maintained in the County Finance Information System (CFIS). ODJFS will perform a coding adjustment against applicable expenditures, thus restoring the state or local match portion of the transaction. The stimulus money may be used for expenditures beginning with April 1, 2009 through September 30, 2009. Unless the director of a CDJFS submits a request to utilize the stimulus money for expenditures during the last quarter of SFY 09, ODJFS will make the coding adjustment against expenditures reported during the first quarter of SFY 10.

A CDJFS director requesting to utilize the ARRA SNAP funding for expenditures in SFY09 will send a written request to:

**Tammy Brown, Bureau Chief**  
**Ohio Department of Job and Family Services**  
**Office of Fiscal and Monitoring Services**  
**Bureau of County Finance and Technical Assistance**

**Rhodes State Office Tower-30th Floor**  
**30 East Broad Street**  
**Columbus, Ohio 43215-3414**

Requests for release of monies for SFY09 expenditures must be postmarked no later than June 15, 2009.

Funds provided must be expended in accordance with all applicable federal statutes, regulations, policies, and guidance, including those of the ARRA of 2009 and the Food and Nutrition Act of 2008.

Continuous monitoring will be conducted to ensure all financial and program provisions are being met. Written communication regarding this monitoring will be sent to the monitored party and to the program and fiscal offices of ODJFS. This communication will be used to offer technical assistance and require corrective action as needed.

For additional questions please contact your ODJFS Fiscal Supervisor or call the Bureau of County Finance and Technical Assistance at (614) 752-9194.