Ohio Works
Incentive Program (OWIP)

Program Update
7/13/2017

Objectives
- Overview of OWIP Program
- OWIP Plan
- Incentives: Track A and Track B
- Placement & Retention
- Submissions

Goal of OWIP – Still the Same

To reduce dependency on the Ohio Works First program while strengthening Ohio’s workforce.
OWIP Plan

- Participating OhioMeansJobs Centers must exhibit a strong partnership with local county Department of Job and Family Services and be committed to the employment success of Ohio Works First program participants.
- Workforce Development Boards interested in participating in the program must submit an OWIP plan.
- An area may request modification to its OWIP plan at any time. The local WDB director or designee should send the revised application to OWIP@jfs.ohio.gov.

Two types of eligible participants, Two incentive tracks

**TRACK A Participant**
- OWF recipient at time of placement
- Participants must be 25 years old or older, not in the CCMEP program
- Earnings do not make household ineligible for OWF

**TRACK B Participant**
- OWF recipient at time of placement
- Participants must be 25 years old or older, not in the CCMEP program
- Off OWF cash assistance due to earnings

Incentives for Local WIBs

<table>
<thead>
<tr>
<th>TRACK A</th>
<th>TRACK B</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>DELIVERABLE</strong></td>
<td><strong>INCENTIVE</strong></td>
</tr>
<tr>
<td>OWF recipient placed in OJT or unsubsidized employment.</td>
<td>$1,000</td>
</tr>
<tr>
<td>OWF recipient in uninterrupted employment for 90 calendar days; OJT, if issued, has ended.</td>
<td>$1,500</td>
</tr>
<tr>
<td></td>
<td>$1,000</td>
</tr>
</tbody>
</table>
Definition of “Placement”

- For the Placement Incentive, “placement” is defined as:

  *Placement at a public, non-profit, or for-profit entity for 20 hours/week or more, or 86 hours/month or more, in either unsubsidized employment or OJT.*

- Placement may be verified using employer statement, pay stubs, telephone verification, WorkNumber printout etc.

Placement Verification

- Only invoice for incentives if all required documentation is provided.

- Only invoice for participants having open span of “ADC” eligibility on IQEL or IQCH screens.

- Only invoice for Track B if reason codes 375, 398, or 565 appear on AEWAA
CRIS-E SCREEN SHOT  IQEL

Definition of “Retention”

**TRACK A**
- Remained in uninterrupted employment for 90 days

**TRACK B**
- Remained in uninterrupted employment for 90 (or 180) days
- Remains off OWF cash for 90 (or 180) days

Source documentation to submit with invoice for Retention

<table>
<thead>
<tr>
<th>Type</th>
<th>Element</th>
<th>Documentation</th>
</tr>
</thead>
<tbody>
<tr>
<td>RETENTION INCENTIVE</td>
<td>Updated documentation of employment at 90 days after placement (and 180 days for Track B)</td>
<td>The Work Number, wage records, pay stub, employer letter, employer contact: phone or electronic verification, etc.</td>
</tr>
<tr>
<td></td>
<td>Updated documentation of status of OWF eligibility for Track B only</td>
<td>CRIS-E Screen Print: IQEL</td>
</tr>
<tr>
<td></td>
<td>Updated documentation of current OWF monthly benefit</td>
<td>CRIS-E Screen Print: AEWAA</td>
</tr>
</tbody>
</table>
### Invoice Process

**Invoice**
- Area e-mails invoice w/ supporting documentation to OWIP@jfs.ohio.gov

**Review**
- ODJFS reviews documentation

**Response**
- ODJFS may make any necessary changes to invoice amount and notifies area of any changes

**Payment**
- ODJFS requests Shared Services to issue payment via Electronic Funds Transfer

**Receipt of Funds**
- Area receives payment of invoice electronically

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### Two Invoice Spreadsheets:

**Incentive Invoice**

- Payment Point Tracking Form
- Incentive Invoice Summary

Revised Invoice templates available for download from: [http://jfs.ohio.gov/owd/Initiatives/OWIP.stm](http://jfs.ohio.gov/owd/Initiatives/OWIP.stm)

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### Incentive Invoice: Pay Point Tracking Form

**PARTICIPANT DETAILS**

<table>
<thead>
<tr>
<th>Date submitted or date revised to add retention</th>
<th>County</th>
<th>Initiating Request</th>
<th>Participant’s Date of Birth (MM/DD/YYYY)</th>
<th>Participant Last Name</th>
<th>Participant First Name</th>
<th>CRIS-E Recipient ID</th>
<th>Number</th>
<th>Employer Placement Date OJT approved? (Yes/No)</th>
<th>Hourly Wage</th>
<th>Placement Incentive Payment</th>
<th>Placement Incentive Payment ($1,000)</th>
<th>Retention 90 Days Incentive Payment ($1,500)</th>
<th>Placement Incentive Payment ($1,500)</th>
<th>Retention 180 Days Incentive Payment ($2,000)</th>
</tr>
</thead>
<tbody>
<tr>
<td>5/10/2017 FRANKLIN 2/8/1988</td>
<td>STATE OF OHIO 1/13/2017</td>
<td>$33.33</td>
<td>$1,500.00</td>
<td></td>
<td></td>
<td>681732000</td>
<td>STATE OF OHIO 1/13/2017</td>
<td>$33.33</td>
<td>$1,500.00</td>
<td></td>
<td></td>
<td>681732000</td>
<td>STATE OF OHIO 1/13/2017</td>
<td>$33.33</td>
</tr>
</tbody>
</table>

**Revised Form to be inserted**: Areas must now provide additional information and certify the participant is 25 or older at the time of placement.
COMMON ERRORS

Insufficient Hours
Pay stubs or other verifications show the participant works fewer than 20 hours per week or 86 hours per month.
Ensure documentation clearly shows 20 hours every week or hours sum up to 86 hours in a month. Statements of “15 to 20 hours a week on average” do not meet this requirement.

Lack of Employment Verification
Documentation of the job placement, hours of work, and/or begin date is missing or unacceptable.

Provide proof of placement date and hours.
Note: Client self-attestation are not accepted as proof of employment.

Quiz 1

- Do applicants who enter the OWF program with a job automatically count as a placement under OWIP, or do they have to be receiving OWF cash benefits and then find a job for the area to receive the incentive dollars?

To qualify for OWIP incentive, the individual must be enrolled in OWF prior to the occurrence of the job placement. Individuals who were already employed when they began receiving OWF cash benefits have not been placed by the local area and will not qualify for OWIP incentives.
Quiz 2

- An OWF recipient becomes employed but remains eligible for a small amount of cash assistance. The client elects not to receive the OWF cash benefit for which she could qualify. Can our area collect Track B incentives for this former OWF recipient because she is no longer on cash assistance?

No, to receive the higher incentives available under Track B, the area must place the participant in employment with earnings sufficient to exceed OWF income limits for the assistance group. OWIP participants who qualify for OWF cash assistance (even if they do not opt to receive the benefit) remain in Track A. To receive Track B incentives, the reason codes on CRIS-E Screen AEWAA must indicate the assistance group is over income for OWF cash benefits.

Quiz 3

- An applicant who starts work on Jan. 6th, goes out on maternity leave, on Mar. 6th, returns to work on Apr. 19th. When will the applicant be eligible for 90 day retention incentive?

To qualify for OWIP retention incentive, the individual must work 90 consecutive days. If a member returns from maternity leave on Apr. 19th, the retention starts on Apr. 19th, and 90 days retention date is July 17th, if the member maintained the 20 hours per week or 86 per month.

OWIP Web Page

http://jfs.ohio.gov/owd/Initiatives/OWIP.stm

- Invoice templates
- Guidance memos
- FAQs
- This PowerPoint as well as PowerPoints from earlier presentations
Questions?

E-mail:
OWIP@jfs.ohio.gov