



## Ohio Administrative Code

### Rule 5101:9-5-02 Comprehensive case management employment (CCMEP) Workforce Innovation and Opportunity Act (WIOA) youth and youth administration allocations.

Effective: September 30, 2021

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(A) The comprehensive case management and employment program (CCMEP) will be the statewide operational framework used to deliver integrated, comprehensive case management and employment services. CCMEP is a Title IV-A program and workforce development activity that provides employment, training services and other supportive services to mandatory and voluntary program participants based upon a comprehensive assessment of an individual participant's employment and training needs.

(B) Ohio law establishing CCMEP does not supersede any federally mandated law, rules or duties and responsibilities. Local WIOA areas shall adhere to requirements set forth in the WIOA guidelines.

(C) Definitions.

(1) For the purpose of this rule, the term "lead agency" means the local participating agency designated by the board of county commissioners to administer CCMEP.

(2) For the purpose of this rule, the term "fiscal agent" has the same meaning as defined in rules 5101:9-7-05 and 5101:9-5-01 of the Administrative Code.

(3) For the purpose of this rule, the term "workforce development board (WDB)" means a local workforce innovation board established in each local area of the state and certified by the governor to set policy for the portion of the statewide workforce innovation system within the local area and implement WIOA as defined in 20 C.F.R. 679.310.

(D) The CCMEP assists eligible youth in overcoming barriers and preparing for employment using an intensive case management approach. Allowable services as defined in rule 5101:14-1-02 of the Administrative Code will be based on a comprehensive assessment of an individual's employment



and training needs.

(E) The Ohio department of job and family services (ODJFS) issues the CCMEP WIOA youth allocation and the CCMEP WIOA youth administration allocation to the WIOA fiscal agent.

(1) The WIOA fiscal agent issues the CCMEP WIOA youth allocation as follows:

(a) The WIOA fiscal agent may issue the entire WIOA youth allocation to the lead agency through a sub-grant agreement; or

(b) The WIOA fiscal agent may retain all or a portion of the WIOA youth allocation for the management of competitively procured youth providers.

(2) The WIOA fiscal agent issues the CCMEP youth administration allocation as follows:

(a) The WIOA fiscal agent may issue the entire amount to the lead agency through a sub-grant agreement, as program funding; or

(b) A local area may use a reasonable portion of the CCMEP WIOA youth funds for the administrative cost of carrying out CCMEP WIOA youth activities. These funds may be used for administrative costs to support activities of the local WDB and the WIOA fiscal agent as described in rule 5101:9-31-06 of the Administrative Code.

(F) These allocations are composed of one hundred per cent federal funds. The assistance listings number is 17.259. ODJFS authorizes the CCMEP WIOA youth funds on a program year (PY) basis.

(G) ODJFS communicates the funding and liquidation periods through the county finance information system (CFIS). The WDB can incur obligations through the funding period and disburse and report expenditures no later than the end of the liquidation period.

(H) ODJFS uses the methodology outlined in rule 5101:9-31-94 of the Administrative Code to distribute available CCMEP WIOA funds.



(I) The lead agency shall charge costs associated with activities that provide program services as described in rules 5101:14-1-02 and 5101:14-1-05 of the Administrative Code.

(J) In order to maximize CCMEP WIOA youth resources, WDBs and WIOA fiscal agents shall continue appropriate actions to minimize funding lapses at the end of the funding period. In alignment with department of labor funding flexibility, WDBs and WIOA fiscal agents may adjust CCMEP WIOA youth funds awarded to lead agencies within its local workforce area.

(K) The WIOA local area shall maintain documentation as described in rule 5101:9-9-21 of the Administrative Code. This documentation may be subject to inspection, monitoring, and audit.