



## Ohio Administrative Code

### Rule 5101:9-5-04 Comprehensive case management and employment program (CCMEP) temporary assistance for needy families (TANF) administration allocation.

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. Counties shall adhere to requirements set forth in Title IV-A of the Social Security Act.

(C) Definitions.

(1) For the purpose of this rule, the term "lead agency" has the same meaning as defined in rule 5101:9-5-02 of the Administrative Code.

(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.

(D) The TANF administration allocation consists of federal funds. The assistance listings number for this allocation is 93.558.

(E) The Ohio department of job and family services (ODJFS) issues this allocation on a federal fiscal year (FFY) basis. ODJFS communicates the funding and liquidation periods through the county finance information system (CFIS). The workforce development agency (WDA) can incur obligations through the funding period and disburse and report expenditures no later than the end of the liquidation period.



(F) ODJFS distributes available funds for this allocation using the methodology in paragraph (D) of rule 5101:9-6-08 of the Administrative Code.

(G) When a board of county commissioners designates a workforce development agency (WDA) that is not part of the CDJFS as the lead agency, ODJFS issues the CCMEP TANF administration allocation to the Workforce Innovation and Opportunity Act (WIOA) fiscal agent for that county. The WIOA fiscal agent may retain up to ten per cent of CCMEP TANF administration funds for the administrative costs of carrying out CCMEP TANF administration activities as described in rule 5101:14-1-05 of the Administrative Code. Allowable administrative cost may be found in rule 5101:9-6-08.8 of the Administrative Code.

(H) The lead agency shall claim administrative costs through the random moment sample (RMS) process as described in rule 5101:9-7-20 of the Administrative Code. Shared costs shall be allocated and charged in accordance with the ODJFS cost allocation plan. The lead agency must report expenditures as described in rule 5101:9-7-29 of the Administrative Code.

(I) A lead agency is given the opportunity to request ODJFS to release/distribute unspent and unobligated CCMEP TANF administration funding as follows:

(1) A lead agency may enter into an agreement with another lead agency to release and receive funds by means of an agreement between the boards of county commissioners through the inter-county adjustment of allocations process as outlined in rule 5101:9-6-82 of the Administrative Code; or

(2) The lead agency may request additional funds or release excess funds twice a year through the redistribution process as outlined in paragraph (H) of rule 5101:9-6-02 of the Administrative Code.

(J) The definitions, requirements, and responsibilities contained in rule 5101:9-6-50 of the Administrative Code are applicable to this rule. Notwithstanding the second sentence in paragraph (A)(2) in rule 5101:9-6-50 of the Administrative Code, CCMEP is a family services duty.