



**Ohio Family and Children First
Updated Formal Guidance
for the
Family and Children First Council
Flexible Funding Pool
January 2020**

State and local public agencies have the flexibility to transfer allocated State Funds to flexible funding pools administered by the Family and Children First Council (FCFC).

Here are the three (3) types of contributions eligible for pooled funds:

A. **General (optional):** Any public entity receiving State GRF allocated funds may choose to transfer these funds to the FCFC General Flexible Funding Pool. Funds transferred to the general flexible funding pool can be used to provide any service needed to meet identified needs of children ages 0-21, families and adults in the community. Please refer to **Appendix A** for a list of budget line items eligible for general pooled funds. General pooled funds must be spent for services to meet the needs of children, families, and adults, with the following exception:

- i. Up to 10% of the annual amount of pooled funds transferred can be used by the FCFC to cover related administrative costs. Administrative costs are defined as those activities common to the fund in general, such as financial management, related audit costs, types and frequency of reports, and retention of records.
- ii. Where possible, the pooled funds shall be used as match for federal funds to the extent that the funds are not currently being used as match for other federal programs.
- iii. Any unspent pooled funds at the end of the budget period may be carried over to the next budget period on the condition they are solely used to provide direct services to children, families, and adults.

B. **Local (optional):** State departments may also designate contributions to a local FCFC pooled fund. Use of these dollars is, however, restricted and must be spent in accordance with specific purposes as defined by the designating department.

❖ ***The following protocols are applicable to both General and Local Flexible Funding Pools:***

- i. The amount of funds a local public agency chooses to transfer is optional, and at the discretion of the public agency.
- ii. The Director of each local public agency must approve whether to transfer the funds and the amount of the contribution to be made to the general or local FCFC pooled funds.
- iii. The Director of each local agency approving contributions to the general or local FCFC pooled fund shall provide written notification to the FCFC

- of the transfer and the amount of the transfer of funds within thirty (30) days of transfer of the funds.
 - iv. Counties may combine general or local pooled funds across counties or regionally. When pooling funds across counties or regionally, one county FCFC shall be named as the Administrator of the pooled funds.
 - v. The expenditure of the general and local pooled funds shall be made in collaboration and agreement among all local contributing agencies, other local FCFC members, and the FCFC administrative agency.
- C. **Restricted:** Any state department may mandate specific GRF contributions to the Restricted Flexible Funding Pool. When doing so, the department shall identify the specific purpose for which the restricted funds must be used. Please refer to Appendix to see approved state restricted funds and restrictions.
- i. The designating state department will provide OFCF the mandates/requirements of restricted contributions made available to local FCFCs for inclusion in the flexible pooled fund annual guidance within 30 days of making funds available to FCFC administrative agents.
 - ii. The designating state department shall establish the amounts of the restricted contributions to the FCFC restricted pooled fund.
 - iii. The Director of the local respective agency must approve and facilitate the transfer of the restricted contribution and provide written notification to the FCFC Coordinator of the transfer and the amount of the transfer of funds within thirty (30) days of transfer of the funds.
 - iv. State Department guidance for these funds can be found in Appendix C.

Flexible Pooled Fund Report Requirements

General and Restricted Pooled Fund Report Guidance (see Appendix B for data requirements)

- i. The budget period for the restricted pooled funds is based on a State Fiscal Year (July 1-June 30).
- ii. It is recommended that the FCFC administrative agent establish a separate fiscal account for each pooled fund managed locally to ensure use of the restricted pooled funds is aligned with its intended purpose. (e.g., general pooled fund account, local pooled fund account, and a restricted pooled fund account).
- iii. The FCFC Director/Coordinator shall report, in writing to the OFCF Cabinet the amount of each contribution to the general pooled fund and identify the transferring agency within thirty (30) days of receipt of the funds.
- iv. For reporting purposes, upon the transfer of funds from the local public agency to the FCFC administrative agent, the amount of the contribution shall be considered spent by the local public agency.
- v. The transfer and expenditure of the funds are subject to audit by the Auditor of State. Any non-compliance with expenditures of the funds in accordance with applicable regulations and guidance are subject to findings for recovery and subject

- to recoupment.
- vi. Pooled fund contributions must be spent solely in accordance with the purposes intended as defined by the designating state department.
 - vii. Pooled fund contributions may not be used for capital projects; and
 - viii. Pooled fund contributions may not be used to supplant other federal, state or local funds.
 - ix. Any unspent pooled funds at the end of the budget period may be carried over to the next budget period if spending continues to align with required stipulations of the restricted fund.
 - x. Each FCFC administering a general or restricted pooled fund as defined in Article III, A and C above shall provide an annual report and evaluation to the OFCF Cabinet Council no later than ninety (90) days from the end of each budget period.
 - xi. The report and evaluation shall be completed in accordance with the attached report and evaluation format.
 - xii. The OFCF Cabinet Council shall establish a meeting with staff from the designating state agencies to review and evaluate the benefits of services provided through use of restricted pooled funds.

Appendix A: General Flexible Pooled Funds

State GRF Funding Streams Allowable for Transfer to General Pooled Fund

GRF Line Item #	GRF Line Item Name	Local Recipient of Identified GRF Funding Stream	Statute Language for Family and Children First Flexible Funding Pool
200540	Special Education Enhancements	Local Education Agencies (LEAs)	Section 265.440. FLEXIBLE FUNDING FOR FAMILIES AND CHILDREN
200550	Foundation Funding	Local Education Agencies (LEAs)	In collaboration with the County Family and Children First Council, a city, local, or exempted village school district, community school, STEM school, joint vocational school district, educational service center, or county board of developmental disabilities that receives allocations from the Department of Education from appropriation item 200550, Foundation Funding, or appropriation item 200540, Special Education Enhancements, may transfer portions of those allocations to a flexible funding pool authorized by the Section of this act entitled "FAMILY AND CHILDREN FIRST FLEXIBLE FUNDING POOL." Allocations used for maintenance of effort or for federal or state funding matching requirements shall not be transferred unless the allocation may still be used to meet such requirements.
600523	Family and Children Services	County Job and Family Services Agencies	SECTION 307.120. FLEXIBLE FUNDING FOR FAMILIES AND CHILDREN
600533	Child, Family, and Adult Community and	County Job and Family Services Agencies	In collaboration with the county family and children first council, a

	Protective Services		county department of job and family services or public children services agency that receives an allocation from the Department of Job and Family Services from the foregoing appropriation item 600523, Family and Children Services, or 600533, Child, Family, and Community Protection Services, may transfer a portion of either or both allocations to a flexible funding pool as authorized by the section of this act titled "FAMILY AND CHILDREN FIRST FLEXIBLE FUNDING POOL."
470401	Reclaim Ohio	County Juvenile Court	FLEXIBLE FUNDING FOR CHILDREN AND FAMILIES
470510	Youth Services Grant	County Juvenile Court	FLEXIBLE FUNDING FOR CHILDREN AND FAMILIES In collaboration with the county family and children first council, the juvenile court of that county that receives allocations from one or both of the foregoing appropriation items 470401, RECLAIM Ohio, and 470510, Youth Services, may transfer portions of those allocations to a flexible funding pool as authorized by the section of this act titled "FAMILY AND CHILDREN FIRST FLEXIBLE FUNDING POOL."

Appendix B: General Flexible Pooled Funding Reporting Requirements

The following data must be provided by child:

- a. Child Name or ID #
- b. Type of fund
 - i. General or Restricted
- c. Date of service
- d. Invoice #
- e. Date Invoice Paid by FCFC AA
- f. Age Category: 0-3, 4-9, 10-13, 14-18, 19-21
- g. Service or Support Funded:
 - i. Residential treatment and/or room and board for treatment
 - ii. Service Coordination
 - iii. High-Fidelity Wraparound
 - iv. Clinical services not covered by another payer/insurance
 - v. Co-insurances and insurance deductibles for related services
 - vi. In-Home Parent/Child Coaching
 - vii. Parent Support groups
 - viii. Parent Education
 - ix. Mentoring
 - x. Respite Care (including camp)
 - xi. Transportation (e.g., cab/taxi, gas vouchers)
 - xii. Safety/Adaptive Equipment
 - xiii. Structured Activities to Improve Family Functioning
 - xiv. Parent Advocacy
 - xv. Other
- g. Purpose:
 - i. Prevented Custody Relinquishment
 - ii. Reunify the child/family
 - iii. Stability for Child/Youth Returning from Custody
 - iv. Other - General
- h. Outcomes:
 - i. Prevented Custody Relinquishment
 - ii. Child/youth successfully re-unified with family
 - iii. Child/youth still receiving services
 - iv. Other - General
- i. Other – General Explained
- j. Barriers or Challenges Utilizing Pooled Fund

Appendix C: State Restricted Fund Details - MSY Funds distributed by Local PCSA/JFS

Pursuant to, portions of Multi-System Youth (MSY) allocations distributed by local Public Children Service Agencies (PCSA) must be designated to county Family and Children First Councils' (FCFC) restricted pooled fund. Local PCSAs must distribute at least 10% of the MSY funds received in SFY 22 and SFY 23 to the local FCFC. Use of these funds is restricted to providing services and supports needed to prevent the relinquishment of custody of children, 0-18 and to facilitate family reunification following a custodial episode. These funds may be used in the following manner:

Categories of Services that MAY be Funded:

1. Care Coordination/Wraparound to prevent custody relinquishment or for a relinquished child/youth

To utilize the funding for FCFC Service Coordination/Wraparound, a unit rate must be established. An example of how to create a billable unit rate is included in the annual ODJFS agreement.

Allowable Expenses may include:

FCFC Service Coordination – a collaborative, coordinated, cross-system team planning process implemented to address the needs of families with multiple and complex problems. The process is family-focused and strengths-based and is responsive to the culture, race and ethnicity of the family. It results in a unique set of community services and natural supports individualized for the child and family and based on the child and family's perceptions of their strengths and needs to achieve a positive set of outcomes. The purpose of service coordination is to provide a venue for families to meet the need for services and supports across multiple systems which may not have been adequately addressed within traditional agency systems. The FCFC Service Coordination Process must meet all the statutory requirements found in ORC 121.37; must follow the OFCF Service Coordination Guidance; and must be locally described in each county Family and Children First Council's Service Coordination Mechanism.

High-Fidelity Wraparound – a comprehensive team process to develop a uniquely designed helping plan based on the child/youth and family's unmet needs and is inclusive of unique resources linked to child/youth and family strengths. It is applicable and most effective for those with complex needs and histories of extensive and costly service utilization. Ohio's Wraparound model is based on the National Wraparound Initiative. For more information, refer to the [National Wraparound Initiative website](#).

- 1. In-home and/or community supports to prevent custody relinquishment AND**
- 3. In-home and/or community supports needed to support family stability for a child returning from agency custody.**

Funding requests must only be made for expenses not otherwise covered by another payer source. All expenses should directly relate to services or supports for children at risk for custody relinquishment or those who are returning home following a custodial episode.

Allowable Expenses May Include, but are not Limited to:

- Clinical services not covered by another payer/insurer
- Co-insurances and insurance deductibles for related services
- High-Fidelity Wraparound
- In-home parent/child coaching
- Mentoring
- Parent advocacy
- Parent education
- Parent support groups
- Residential Treatment and/or Room & Board for Treatment
- Respite Care (including camp)
- Safety and adaptive equipment
- Service Coordination
- Social/Recreational Supports
- Structured Activities to Improve Family Functioning
- Transportation to and from allowable services (e.g., Cab/taxi fares, gas vouchers)
- Youth/Young Adult Certified Peer Support

Non-Allowable Expenses Include:

- Services billable to other payer sources, including health insurance
 - General program costs (i.e., non-individualized services)
 - Classroom instruction or any required public education cost or responsibility (to include tutoring, school-based credit recovery, and/or summer school programming)
 - Food, clothing, shelter, utilities, and/or household expenses
- 4. Residential treatment and/or room and board for treatment to prevent custody relinquishment**