



**OFCF Payment Processing Schedule for SFY 17**

OhioMHAS has developed a more efficient method for allocating grant funding. Notice of Sub Awards will be eliminated for SFY 17 for the Operational Capacity Building Funds (OCBF) and the Family-Centered Services and Support Funds (FCSS). Instead, once all required county FCFC paperwork has been approved, OFCF will issue a Letter of Award for OCBF and FCSS.

Ohio Mental Health and Addiction Services (OhioMHAS) has a new Grants Funding Management System (GFMS) that will be utilized for all grants and allocations through the Department beginning July 1, 2016. To be eligible for SFY 17 OFCF funding each county FCFC must submit an Allocation Application in GFMS for approval. This is in addition to the requirements for OCBF and FCSS funding. Refer to the OFCF Payment Processing Schedules below for GFMS funding deadlines.

**FY17 OCBF Payment Processing Schedule**

Once the OCBF application has been approved by the dates designated below, OFCF will issue a Letter of Award and notify OhioMHAS to begin processing one-time payment of the OCBF funds. The below chart shows the deadlines of receiving applications, approving applications, and expected payment date.

<b>OCBF Applications Received By OFCF Before:</b>	<b>OCBF Applications AND GFMS Allocation Applications Approved by OFCF Before:</b>	<b>Payment Will Be Processed On:</b>
July 1, 2016	August 16, 2016	August 31, 2016
September 1, 2016	September 14, 2016	September 30, 2016
October 3, 2016	October 14, 2016	October 31, 2016
November 1, 2016	November 14, 2016	November 30, 2016
December 15, 2016	December 30, 2016	January 15, 2017

**FY17 FCSS Payment Processing Schedule**

Upon receipt of the signed FCFC Assurance Statement for FCSS Funding document, the county FCFC will receive an award letter issued by OFCF. OhioMHAS will initiate an automatic 1<sup>st</sup> quarter advance equal to 25% of the county FCFCs FY17 total allocation amount on September 30, 2016, to county FCFCs that have met all funding requirements. The county FCFC will not be required to submit an OFCF Request for Reimbursement (RR) form for 1<sup>st</sup> quarter/advance funding,

For subsequent quarters, the RR form must reflect funds already spent by the county FCFC and for which it is requesting reimbursement by submitting the quarterly RR form. Counties are not limited to requesting a 25% reimbursement in the last three (3) quarters of the state fiscal year. Federal regulations that govern the 75% federal portion of these funds require that they must be spent on a reimbursement basis only (i.e., the FCSS funds are 75% federal and 25% state GRF match). **All reimbursements are subject to funding availability.** The final RR form must be received by the OFCF State Office on or before July 15, 2017.

Submission Deadline	FCFC Requirements	Payment Will Be Processed On:
September 12, 2016	<i>FCFC Assurance Statement for FCSS Funding and approved GFMS Allocation Application required to be eligible for automatic 1<sup>st</sup> quarter advance of FCSS funds (no RR required)</i>	September 30, 2016
October 11, 2016	<i>Submit RR form for reimbursement funds</i>	October 31, 2016
January 11, 2017	<i>Submit RR form for reimbursement funds</i>	January 31, 2017
April 12, 2017	<i>Submit RR form for reimbursement funds (if no previous RARs have been submitted, OFCF reserves the right to reduce allocation)</i>	April 28, 2017
May 10, 2017	<i>Submit RR forms for reimbursement funds</i>	May 31, 2017
June 05, 2017	<i>Submit RR forms for reimbursement funds</i>	June 16, 2017
July 15, 2017	<i>Submit FINAL RR forms for reimbursement funds</i>	July 31, 2017

All payments for SFY 17 OFCF funding will be processed on the last business day of the month, as indicated above. Please allow up to 20 business days from the processing date to receive your payment.

There may be some exceptions to the FY17 Payment Processing Schedule above to accommodate the reallocation process.