



Ohio Administrative Code

Rule 5180:6-2-03 County department of job and family services requirements for the early childhood education grant also known as the Ohio preschool program.

Effective: August 1, 2026

(A) What are the county department of job and family services (CDJFS) responsibilities for determining eligibility for the Ohio preschool program (OPP)?

The CDJFS is to:

- (1) Review and determine eligibility no later than thirty business days from the date the CDJFS receives a valid application from a family or an OPP.
- (2) Obtain supporting documentation for an incomplete application from a family or an OPP.

(B) What documentation is to be maintained by the CDJFS?

The following documentation is to be maintained in the same manner as outlined in rule 5180:6-1-08 of the Administrative Code:

- (1) All incomplete and completed applications.
- (2) Supporting documentation for eligibility determinations.

(C) What are the CDJFS responsibilities to families participating in the OPP?

The CDJFS is to:

- (1) Process caretaker-requested changes within ten business days of receipt.
- (2) Provide caretakers with written explanations of document submission deadlines.
- (3) Assist families in obtaining the appropriate documentation needed to determine eligibility for the OPP.

(D) What are the CDJFS responsibilities with the OPPs?

The CDJFS is to collaborate with the OPPs in their county and may develop an eligibility process agreement with those programs.