

Communication Update(s)

Greetings to all ACF/AFoH Home Operators/Administrators and Staff,

Please allow this notice to serve as a reminder that all Incentive Verification Form(s) should be/should have been submitted to OhioMHAS by July 31, 2014 in order to participate in the 2013-2014 Incentive Program.

Incentive Verification Form Submissions Dates:

- 1st Quarter was from July 1 – September 30, 2013, you had a minimum of 30 days after that to complete and submit
- 2nd Quarter was from October 1 – December 31, 2013, you had a minimum of 30 days after that to complete and submit
- 3rd Quarter was from January 1, 2014 – March 31, 2014, you had a minimum of 30 days after that to complete and submit
- 4th Quarter was from April 1 – June 30, 2014, you had a minimum of 30 days after that to complete and submit

No forms will be accepted or processed after August 15, 2014 — with the exception being OhioMHAS has your Verification Form(s) on or before to July 31st **and** that you have a current pending vendor number request (request made prior to July 31st).

ACF/AFoH Incentive Program Website:

<http://mha.ohio.gov/Default.aspx?tabid=572#2092692-acf-bulletin-board>

Notice:

- If you have submitted a complete and accurate Incentive Verification form to OhioMHAS and have submitted the needed and necessary paperwork (complete information) to Ohio Shared Services (OSS), but do not yet have your Vendor #, please take care of that ASAP by calling them to obtain that number. Their phone number is **1 (877) 644-6771**. Please note, without that number you will not be able to participate in funding. The final day for processing will be August 15th, no exceptions.
- If you have not received any payments, please call to check the status of your payment(s) if not noted in the process of payment section below.
- We have made (are making) every attempt to call and/or email operators that we need additional information on their residents to complete the request. If you have not

returned the call, email or otherwise contacted us back, please do so prior to August 15th because again we will not process any information after that date.

- Please note, any missing, incomplete, unreadable information is the responsibility of the operator.

Processing of Payment

We processed a request for payouts on June 30, 2014 and those funds should be released on or about July 29 with about 5 – 7 business days to reach you by mail and/or direct deposits. We apologize for the delay; in that this payout fail during the time we close one fiscal year and begin a new one. This process takes a couple of weeks.

We processed the next request(s) for payout on July 21st and it is anticipated that you should receive that payout on or about August 8th (allowing 5 – 7 business days after that).

We are anticipating that the next payout will be on August 4th and we are anticipating that all remaining pending requests will be processed on August 15, 2014 so that we can begin the 2014-2015 funding process.

OhioMHAS Contacts

The email address for submissions is: ACF-AFoHIncentive@mha.ohio.gov

The confidential fax number is: **614-485-9747**

Form Incentive Verification Form questions, please call:

- ✚ Deborah Givens – 614-466-7347, or
- ✚ Kueiting “Tammy” Betts – 614-466-9955, or
- ✚ Deena Mavromatis – 614-752-9316

For Vendor Information forms, please call:

- ✚ Duane Casto – 614-728-5463, or
- ✚ Otherwise, call OSS at 1 (877) 644-6771

Therefore, if you were not able to participate in the current funding process we look forward in partnering with you in the next funding opportunity. Once we are able to have information available we will post.

Thank you for your participation and patience during this first year of this new program.

Best wishes,

Deborah Givens, Housing Policy and Resource Administrator and the ACF/AFoH Incentive Program Review and Processing Team