

**New  
Federal OAKS Grant ID  
Reporting Requirements**

Effective: September 2<sup>nd</sup>, 2014

# Background

- Enterprise Grants Software Solution (EGSS) business case
- Existing tools under-utilized (technology and other)
- Information collected
  - Some processes are broken
  - Data is not standard (unusable for statewide aggregation)
  - Unreliable information
- Hard to find written policies and guidance

# OBM Project Team

## **RACM**

- Joseph Pichert

## **State Accounting**

- Melvin Striblin

## **Budget**

- Astrid Arca
- Steve Peishel
- Katja Ryabtseva
- Dan Schreiber

# OBM Grant ID Data Pilot

## First Wave

1. Aging
2. Health
3. Rehabilitation and Corrections
4. Public Safety
5. Education
6. Job and Family Services
7. Mental Health and Addiction Services
8. Developmental Disabilities

## Second Wave

9. Adjutant General
10. Development Services
11. Natural Resources
12. Medicaid
13. Transportation
14. Youth Services
15. Environmental Protection

# Project Purpose

## Problem

1. Inaccurate reporting
2. No visibility into federal programs
3. Audit liability

## Solution

1. OBM oversight and support
2. Statewide repository with aggregate data
3. Setting standards according to federal rules, sharing best practices

# Federal Changes

## OMB Uniform Guidance

- Increased **liability** for state government.
- **Standard data reporting** and rules from federal agencies.
- **Effective 12/27/14**

## DATA Act

- Improve **quality of data** and impose **penalties** on agencies.
- **OMB two-year pilot** program to develop recommendations on common reporting, duplication, and compliance costs

# Problem 1: Inaccurate Reporting

Grant ID	Grant Description	CFDA	Grant Begin Date	Grant End Date	Grant Effective Status	Last Updated Date	Grant Award Amount
F06CC	OHIO CITIZEN CORPS COUNCIL DEV	97.053	07/01/2006	03/31/2008	A	Jan 10, 2008	80,000.00
F08PT	AmeriCorp PDAT	94.009	01/01/2009	12/31/2010	A	Mar 11, 2011	370,732.00
F08VS	Ohio Citizen Corps Vista Proj	94.013	10/14/2007	10/25/2008	A	Jan 23, 2008	1.00
F09AC	AmeriCorps Competitive Funding	94006	07/01/2009	08/31/2012	A	Jul 10, 2009	1,519,538.00
F09RC	ARRA AMERICORPS COMPETITIVE GR	94.006	06/01/2009	05/31/2010	A	Jun 04, 2009	450,513.00
F09RF	ARRA AMERICORPS FORMULA GRANT	94.006	05/01/2009	04/30/2010	A	Jun 04, 2009	1,229,097.00
F10CA	CNCS Administrative Grant 2010	94.003	01/01/2010	12/31/2012	A	Mar 11, 2011	637,263.00
F10CD	CNCS Disability Grant 2010-12	94.007	01/01/2011	12/31/2012	A	Mar 11, 2011	104,080.00
F11PT	CNCS PDAT 2011-2013	94.009	01/01/2011	12/31/2013	A	Dec 21, 2010	64,800.00
F5T10	SCSEP/Targeted	17.235	01/29/2010	06/30/2011	A	Feb 08, 2010	2,158,322.00
FAA09	2009 MIPPA AoA-AAA	93.071	06/01/2009	05/31/2011	A	Jun 24, 2009	319,744.00
FAA11	ACA-MIPPA-AAA	93.518	09/30/2010	09/29/2012	A	Oct 29, 2010	619,907.00
FAD09	2009 MIPPA AoA-ADRC	93.071	06/01/2009	05/31/2011	A	Jun 24, 2009	83,615.00
FAD10	ADRC	93.048	09/30/2009	09/29/2010	I	Nov 18, 2009	219,380.00

Typos & non-standard use of the period

Not current

# Problem 1: Inaccurate Reporting

Account	Account Descr	Grant	Grant Description	Reporting	Net Amount
441200	FED PAR'N DEPT OF EDUCATION	FD949	DUMMY GRANT EST FOR DEPOSIT	-	1,200,000.00
441200	FED PAR'N DEPT OF EDUCATION	FD948	DUMMY GRANT EST FOR DEPOSIT OF	-	9,060,000.00
440300	FED PAR'N DEPT OF HLTH & HUMAN	FD948	DUMMY GRANT EST FOR DEPOSIT OF	-	241,563.19
441200	FED PAR'N DEPT OF EDUCATION	FD949	DUMMY GRANT EST FOR DEPOSIT	-	35,000.00
441200	FED PAR'N DEPT OF EDUCATION	FD948	DUMMY GRANT EST FOR DEPOSIT OF	-	340,000.00
440300	FED PAR'N DEPT OF HLTH & HUMAN	FD948	DUMMY GRANT EST FOR DEPOSIT OF	-	6,536,000.00

Descriptions lacking detail

Past Due Final FFR Grant List

A Active (A) or Inactive (I), if blank ALL

\* Cognos Columns

Division Program	Grant ID	Grant Description	Federal Grant ID #	CFDA #	Grant Begin Date	Grant End Date	Grant (Year)down D	FFR Due Date and ASAP Account
DERR	EPAFN123	FUSRAP	MOE SEE M289	12000	01/01/2007	12/31/2013	7 -88 days	Mar 31, 2014
EDUCATION	EPAFDERG	Diesel Emissions Reduction	PENDING	20519	07/01/2011	06/30/2013	2 -272 days	Sep 28, 2013
DSW	EPAFPERM10	FFY10 106 Supp Enforcement	I11E00693	66419	10/01/2010	10/15/2013	4 -165 days	Jan 13, 2014
CWSRF	EPAFCWDA12	Clean Water Revolving Fund	CS39000112	66458	04/01/2012	12/31/2012	1 -453 days	Mar 31, 2013
DSW	EPAFN199	DSW FFY08 NPS 319H	C997550008	66460	09/01/2007	06/30/2013	6 -272 days	Sep 28, 2013
DSW	EPAFN234	DSW 319 SUPPLEMENTAL GRANT	C997550008	66460	09/01/2007	06/30/2013	6 -272 days	Sep 28, 2013
DSW	EPAFGRAND9	Grand Lake St Marys	C900E79801	66460	01/01/2010	07/15/2013	4 -257 days	Oct 13, 2013
DSW	EPAFN220	DSW FFY07 WETLAND PROG GRANT	CD00E50201	66461	04/01/2008	03/15/2013	5 -379 days	Jun 13, 2013
DWSRF	EPAFDW09DA	DWSRF LOAN ACCT 2009	FS98595409	66468	10/01/2009	09/30/2013	4 -180 days	Dec 29, 2013
DWSRF	EPAFDW09DD	DWSRF ADMIN ACCT 2009	FS98595409	66468	10/01/2009	09/30/2013	4 -180 days	Dec 29, 2013
DWSRF	EPAFDW09DE	DWSRF TA ACCT 2009	FS98595409	66468	10/01/2009	09/30/2013	4 -180 days	Dec 29, 2013
DWSRF	EPAFDW09DF	DWSRF Wellhead 09 DF	FS98595409	66468	10/01/2009	09/30/2013	4 -180 days	Dec 29, 2013
DSW	EPAFOTTA10	GLRI Ottawa River Watershed Pr	GL00E00430	66469	07/01/2010	07/15/2013	4 -257 days	Oct 13, 2013
DSW	EPAFVRT10	GLRI Variable Rate Technology	GL00E00566	66469	09/01/2010	09/15/2013	4 -195 days	Dec 14, 2013
DAPC	EPAFM415	REGIONAL TOXIC AIR EMISSIONS I	MOE PASS-THR	66501	10/01/2005	08/31/2013	8 -210 days	Nov 29, 2013

# Why it matters:



## GL-0047 Grant Lifetime Federal Finance Report

From : July/01/ 2011 To March/28/2014 (CAS data not included)

### AGEF3CG12- T-III C1 Congregate Meals - 93.045

Fund Code	Fiscal Year	Payroll	Fringe	Contracts & Training	Supplies	Travel	Other	Other Pass-Thru	Equipment	Credits & Adjustments	Refunds and Non-Draws Revenue	NA & Not Allowable	Reimbursed to Federal Grant	Total Net Allowable Direct Disburse	Total Overall Disburse
3M40	2012	193,492.93	63,694.75	0.00	0.00	0.00	0.00	498,620.00	0.00	0.00	0.00	5,225,606.13	0.00	755,807.58	5,981,413.71
	2013	233,074.69	81,293.78	0.00	0.00	0.00	0.00	556,745.00	0.00	0.00	0.00	5,064,085.55	0.00	871,113.47	5,935,331.97
	2014	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-23,632.00	23,632.00	0.00	-23,632.00	23,632.00
<b>3M40</b>		<b>426,567.52</b>	<b>144,988.53</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,055,365.00</b>	<b>0.00</b>	<b>0.00</b>	<b>-23,632.00</b>	<b>10,313,323.68</b>	<b>0.00</b>	<b>1,603,289.05</b>	<b>11,940,377.68</b>

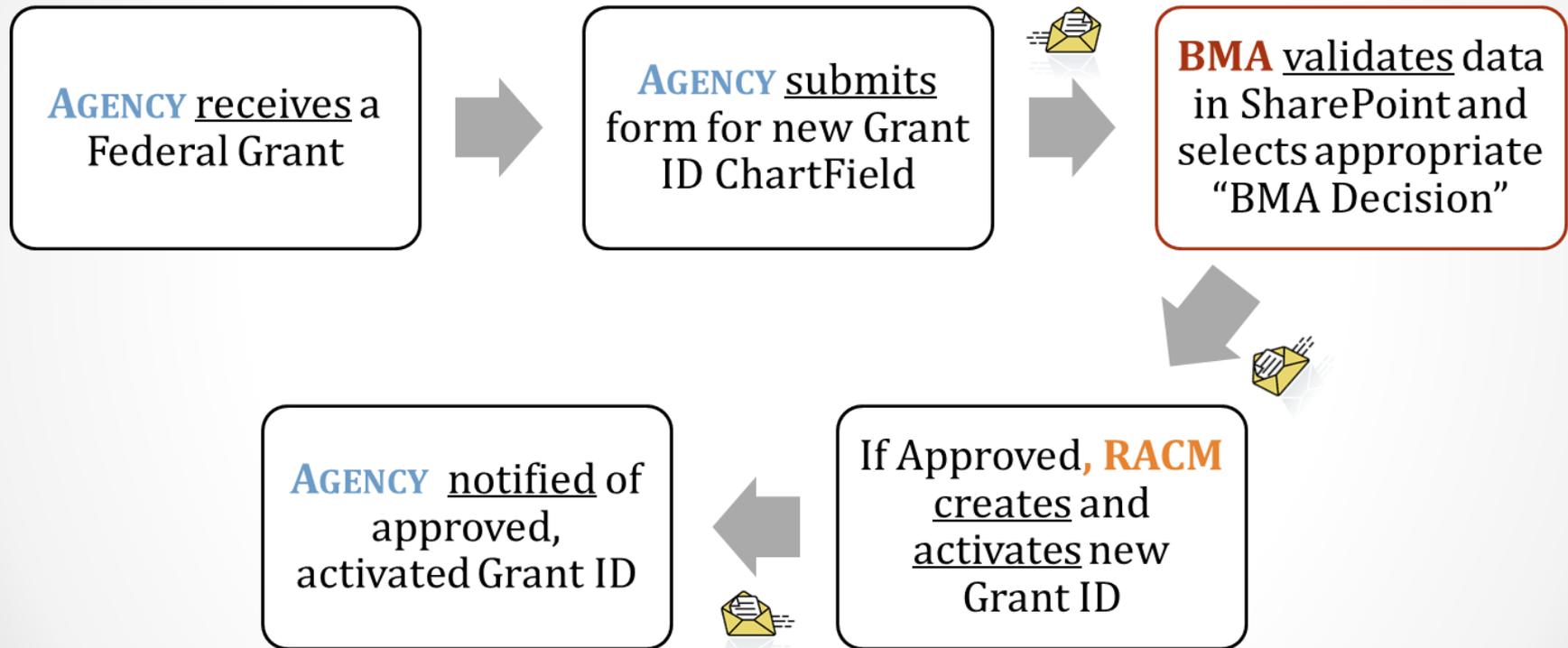
### AGEF3CG13- T-III C1 Congregate Meals - 93.045

Fund Code	Fiscal Year	Payroll	Fringe	Contracts & Training	Supplies	Travel	Other	Other Pass-Thru	Equipment	Credits & Adjustments	Refunds and Non-Draws Revenue	NA & Not Allowable	Reimbursed to Federal Grant	Total Net Allowable Direct Disburse	Total Overall Disburse
3M40	2013	28,031.92	16,561.68	0.00	0.00	0.00	0.00	393,040.00	0.00	0.00	0.00	5,032,320.94	0.00	437,633.60	5,469,954.54
	2014	154,461.31	51,606.74	0.00	0.00	0.00	0.00	557,197.00	0.00	0.00	0.00	5,285,671.59	0.00	763,265.05	6,048,936.64
<b>3M40</b>		<b>182,493.23</b>	<b>68,168.42</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>950,237.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>10,317,992.53</b>	<b>0.00</b>	<b>1,200,898.65</b>	<b>11,518,891.18</b>

### AGEF3CG14- T-III C1 Congregate Meals - 93.045

Fund Code	Fiscal Year	Payroll	Fringe	Contracts & Training	Supplies	Travel	Other	Other Pass-Thru	Equipment	Credits & Adjustments	Refunds and Non-Draws Revenue	NA & Not Allowable	Reimbursed to Federal Grant	Total Net Allowable Direct Disburse	Total Overall Disburse
3M40	2014	124,358.61	44,947.75	0.00	0.00	0.00	0.00	160,673.00	0.00	0.00	0.00	2,863,091.00	0.00	329,979.36	3,193,070.36
<b>3M40</b>		<b>124,358.61</b>	<b>44,947.75</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>160,673.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>2,863,091.00</b>	<b>0.00</b>	<b>329,979.36</b>	<b>3,193,070.36</b>
<b>Summary</b>		<b>733,419.36</b>	<b>258,104.70</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>2,166,275.00</b>	<b>0.00</b>	<b>0.00</b>	<b>-23,632.00</b>	<b>23,494,407.21</b>	<b>0.00</b>	<b>3,134,167.06</b>	<b>26,652,339.22</b>

# Solution 1: Oversight & Support



## Sequester Would from Federal Spe

Monday, February 25, 2013 at 6:34 PM

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00:00

Embed Audio Download

A series of automatic federal budget cuts the White House has put out a list of how Karen Kasler reports, the only thing that confusion.

If the sequester kicks in on March 1, the employees of the Department of Defense military installation, Wright Patterson Air Force Base, she's not sure how operations would be affected.

BARLOW: "It's really hard to look at a report that says 52,000 federal employees will be affected."

Outside the military, the biggest losses of federal jobs are at the White House estimates more than \$25 million in federal jobs at risk, along with a \$22 million in federal jobs at the Ohio Department of Education.

CHARLTON: "We have not put a lot of effort into dealing with such an unknown. We're not, first of all, prepared."

And Charlton says since the affected funding is cut, it's a long time to deal with the cuts if they happen. The White House is also cutting jobs at the Department of Health and Family Services. The White House is also cutting jobs at the Department of Health and Family Services.

# NE Ohio Immediately Hit by Gov't Shutdown

POSTED 10:19 PM, SEPTEMBER 30, 2013, BY SUZANNE STRATFORD, UPDATED AT 01:43PM, OCTOBER 1, 2013

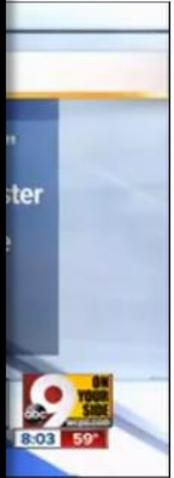
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Play video

CLEVELAND—Approximately 52,000 federal employees across the state of Ohio look to be off the job indefinitely after the **government shut down just after midnight** on Tuesday.

## c nself



320p SHARE



de his  
der's office in

southern Ohio, was confronted with no good options.

# Problem 2: No visibility into federal programs

- Different ways of categorizing grants.
- Terminology is inconsistent.
- Information not readily available.

# Why it matters

Collecting, reporting, and analyzing **Award Type** data can help answer important questions to stakeholders and be used in **crucial executive decisions across government**.

- Examples:
  1. **Mandatory or Discretionary:** What **percentage** and **amount** of the State's federal funds could be affected by the **sequester**?
  2. **Block or Categorical:** How **flexible** is the federal portion in our state budget to fund **policy goals**?
  3. **Continuation or Competitive:** Will an agency be able **to fund personnel** currently coded to the same grant in the **future**?

# Solution 2: Common Definitions



## Award Type Level 1

- **Mandatory Grant –**  
An authorizing statute requires the head of the agency or designee to make an award to each eligible entity under the conditions and in the amount (or based on the formula) specified in the statute.
- **Discretionary Grant –**  
A federal awarding agency generally may select the recipient from among all eligible recipients, may decide to make or not make an award based on the programmatic, technical, or scientific content of an application, and can decide the amount of funding to be awarded.



## Award Type Level 2

- **Entitlement Grant -**  
A government program that guarantees and provides benefits to a particular group.
- **Block Grant -** A large sum of money granted to a regional government with only general provisions as to the way it is to be spent.
- **Categorical Grant -**  
A financial assistance mechanism used when substantial Federal programmatic involvement with the recipient.



## Award Type Level 3

- **Formula Grant -** Allocations in accordance with distribution formulas prescribed by law or administrative regulation, for activities of a continuing nature not confined to a specific project.
- **Project Grant -** Funding, for fixed or known periods, of specific projects. Project grants can include research grants, experimental and demonstration grants, technical assistance grants, and construction grants.
- **Cooperative Agreement -**  
Distinguished from a grant in that it provides for substantial involvement between the federal agency and the recipient in carrying out the activity contemplated by the award.

# Solution 2: Aggregate Data

## Federal Award Identification Number (FAIN)

- The FAIN should appear in every NOA from the federal government, per [2 CFR 200.210](#).
- If unsure, please search [USASpending.gov](#) using your FAIN to make sure you have the correct number before submitting a form.

## CFDA Number

- Value must be entered as ##.### (i.e., 12.345)
- If no CFDA number is available, then enter “000000”
- **Do not** use a dummy CFDA #

## Grant Amount

- Enter the original NOA Amount. If unavailable, enter “0.00”
- **Do not** enter a dummy award amount.

## Grant Award Start and End Date

- Enter the date the grant award starts and ends, according to the NOA.

# Standard String

A Federal OAKS Grant ID begins with the agency's 3 digit CAS code and has an "F" in the fourth character: **OBMF123456**

GRANT NUMBER: 1R01MH085793-01A2

How to read NIH Award Numbers:

Type/ Activity code/ Administering Organization/ Serial #/ Grant (budget) year/ Other



GRANT NUMBER: 1/ R01/ MH/ 085793/ -01/ A2

The application number identifies:

- type of application (1)
- activity code (R01)
- organization to which it is assigned (MH)
- serial number assigned by the Center for Scientific Review (CSR) (085793),
- suffix showing the support year for the grant (-01)
- other information identifying amendment (A1), a supplement (S1), or a fellowship's institutional allowance. For contracts, the suffix is replaced by a modification number.

# Problem 3: Audit Liability

## §200.415 Required certifications.

(a) (...) agreements must include a certification, **signed by an official who is authorized to legally bind** the non-Federal entity, which reads as follows:

“By signing this report, I certify to the best of my knowledge and belief that the report is true, complete, and accurate, and the expenditures, disbursements and cash receipts are for the purposes and objectives set forth in the terms and conditions of the Federal award. I am aware that any false, fictitious, or fraudulent information, or the omission of any material fact, **may subject me to criminal, civil or administrative penalties for fraud, false statements, false claims or otherwise.** (U.S. Code Title 18, Section 1001 and Title 31, Sections 3729-3730 and 3801-3812).”



# Problem 3: Audit Liability

## Single Audit Findings

### 2013-007: SEFA Reporting

- TANF over by \$42.0 million
- Foster Care under by \$18.9 million
- Social Services under by \$12.3 million
- Child Care Development under by \$7.1 million
- Highway Safety Cluster over by \$32.2 million

## Award Sharing

- Federal OMB does not consider sharing of federal revenue between state agencies “sub-awarding”
- Only once the funds have **left the state** are they considered a sub-award.
- This changes an agency’s liability and risk.

# Solution 3: Enforcing Federal Rules

- **Federal** OAKS Grant IDs will only be issued to prime award recipients.
- Other agencies using part of this revenue should use the prime-award recipient's federal OAKS Grant ID for all transactions related to the award.
- Use a different OAKS ChartField for your agency's tracking needs

**Following this practice will allow us to roll up all financial data to the same Grant ID and reconcile the federal award.**

# Solution 3: Sharing Best Practices

- **Federal Grant Factsheet**
- Useful information in a standard format

ADTS TRACKING NUMBER  
[ ]

**FEDERAL GRANT APPLICATION CHECKLIST**  
Ohio Department of Health

PROJECT TITLE [ ]		FED. DOM. CAT. (CFDA) # [ ]	
TYPE OF APPLICATION: CHOOSE ONE: <input type="checkbox"/> COMPETITIVE <input type="checkbox"/> CONTINUATION  CHOOSE ONE: <input type="checkbox"/> MANDATORY <input type="checkbox"/> DISCRETIONARY		FIRST TIME APPLYING FOR GRANT? YES <input type="checkbox"/> NO <input type="checkbox"/>  If Yes, please enter the FAS form #. [ ]	DIVISION [ ]  BUREAU [ ]
FUND [ ]	ALLOTMENT LINE ITEM [ ]	GRANT # [ ]	ACTIVITY [ ]
TOTAL FEDERAL AWARD REQUESTED: [ ]			
ARE SUBGRANTS TO BE AWARDED WITH THE REQUESTED FUNDS? <input type="checkbox"/> YES <input type="checkbox"/> NO			
CHOOSE ONE: <input type="checkbox"/> REGIONAL OR <input type="checkbox"/> NONREGIONAL SUBGRANT PROGRAM			
SUBGRANTS AWARDED TO: (CHOOSE ONE) <input type="checkbox"/> LHD'S ONLY <input type="checkbox"/> NON-LHD'S <input type="checkbox"/> BOTH			
ODH CONTACT PERSON NAME [ ]		PHONE NUMBER [ ]	
DIVISION CHIEF'S SIGNATURE [ ]			

PROGRAM FINANCIAL SUPPORT UNIT REVIEW	DUE DATE [ ]
<input type="checkbox"/> YES <input type="checkbox"/> NO    All parts completed correctly	<input type="checkbox"/> YES <input type="checkbox"/> NO    Assurance - Non-Construction program (SF 424-3)
<input type="checkbox"/> YES <input type="checkbox"/> NO    Supporting information & documentation attached; required federal checklist	<input type="checkbox"/> YES <input type="checkbox"/> NO    Assurance of Compliance Form
<input type="checkbox"/> YES <input type="checkbox"/> NO    Correct fringe benefits rate used and current fringe rate letter attached	<input type="checkbox"/> YES <input type="checkbox"/> NO    Certification Form - 5161
<input type="checkbox"/> YES <input type="checkbox"/> NO    Correct indirect rate used and current indirect cost letter attached	<input type="checkbox"/> YES <input type="checkbox"/> NO    State Clearinghouse complete (grant # request forms)
<input type="checkbox"/> YES <input type="checkbox"/> NO    All calculations correct	<input type="checkbox"/> YES <input type="checkbox"/> NO    SF - 424A
<input type="checkbox"/> YES <input type="checkbox"/> NO    Availability of matching funds verified	<input type="checkbox"/> YES <input type="checkbox"/> NO    Budget narrative attached
<input type="checkbox"/> YES <input type="checkbox"/> NO    Administrative Cost Limit _____ % limit	<input type="checkbox"/> YES <input type="checkbox"/> NO    FAS form attached

# Old Process

## OBM ChartField SharePoint



### OBM

#### OAKS Chartfield Value Change Request

#### GRANT

Prepared By:

Agency Code:

Agency Name:

CFO:

Phone No:

**Attach a copy of your agency's GRANT letter**

**INSTRUCTIONS FOR COMPLETION OF REQUEST:**

- **Validate Header Information for: Agency Code, Agency Name, CFO, Phone No. and Prepared By.**
- **Action Required:** Select: (A) Add New Value, (I) Inactivate Existing Value, (C) Change Description Only or (D) Permanent Deactivation. The grant number will be assigned, but not activated until OBM receives the grant award letter. **Agencies are responsible for entering the grant information into the Grants Attributes Table in OAKS FIN.**
- **Exceptions:** Evidence of Approval may be acceptable in the interim until a signed award letter is received. Evidence of documentation includes:
  - Formal signed grant letter (as always).
  - Recurring Grant designation with Agency CFO signature and previous grant documentation.
  - Reimbursement Grant designation with Agency CFO signature and Executive Summary Statement signed by Agency director.
  - Copy of Governor's State of Emergency directive.
- **GRANT Value:** **First three characters are the agency code and the fourth character identifies whether the grant is Federal (F), State (S), County (C) or Other (O). Maximum number of characters allowed is 10.**
- **Description:** Enter a description that identifies the purpose of the Grant.
- **Grant Start Date:** Enter the date the Grant starts.
- **Grant End Date:** Enter the date the Grant ends.
- **All fields must be completed before this request can be submitted.**

Action Required (A,I,C,D)	Grant Value (Max 10 Alpha/Numeric Characters)	Long Description (Max 30 Alpha/Numeric Characters)	Grant Start Date (MM/DD/YY)	Grant End Date (MM/DD/YY)	Grant Award Letter
<input type="text" value="A"/>	<input type="text" value=""/>	<input type="text" value=""/>	<input type="text" value="1/1/1901"/>	<input type="text" value=""/>	<input type="button" value="Click here to attach a file"/>

Insert item

**\*Please enter required fields.**

# Old Process

## FIN Grants Table

### Grant Attributes

\*Business Unit   \*Department    
\*Grant/Prj

### Grant Details

\*CFDA  \*Letter of Credit   
\*Grant Year  \*Active Status    
\*Begin Date   \*End Date    
\*Grant Amount

### Grant Fund Details

User Option   
Cash Match Amount  Cash Match %   
In Kind Amount  Grant Kind Pct   
Lifetime Revenues as of 6/30/2007   
Lifetime Expenditures as of 6/30/2007

Last Updated By 10039399

Date of last update 12/23/2013

Revenue and Expenditures by Fund as of 6/30/2007

[Customize](#) | [Find](#) | [View All](#) |

First  1 of 1  Last

Fund	Lifetime Revenues	Lifetime Expenditures
1 <input type="button" value="Q"/>	<input type="text"/>	<input type="text"/> <input type="button" value="+"/> <input type="button" value="-"/>

# New Process

- **Live demo:**
  1. How to request a new OAKS Grant ID
  2. On Hold scenario
  3. Approval Scenario
  4. Denial Scenario (shared revenue example)

# Summary

## Changes

- **New data fields:** FAIN, Award Types (1-2-3)
- **Current data:** CFDA #, Match required, start and end dates, Award Amount, NOA attachment.
- **BMA oversight and support**
- **Effective 09/01**

## Outcomes

- Clean, reliable data for **statewide** reporting and decision-making
- **Visibility** into federal revenue and programs
- Reduced **audit** liability

**Questions?**

**Thank you!**

Astrid Arca

[Astrid.Arca@obm.state.oh.us](mailto:Astrid.Arca@obm.state.oh.us)

Katja Ryabtseva

[Katja.Ryabtseva@obm.state.oh.us](mailto:Katja.Ryabtseva@obm.state.oh.us)