

Ohio Department of Job and Family Services
**INSTRUCTIONS FOR COMPLETING JFS 01051,
APPLICATION FOR ADDITIONAL POST ADOPTION SPECIAL SERVICES SUBSIDY
(PASSS) FUNDING FOR EXTRAORDINARY CIRCUMSTANCES**

Note: A separate application must be completed for each child

Name of Public Children Services Agency (PCSA): Enter the name of the PCSA in which this application will be submitted. The application must be submitted to the agency located in the parent's county of residence.

Date of Application: Enter the month, day and year in which this application was completed and submitted to the PCSA.

Child's Adoptive Name: Enter the first and last name of the adoptive child.

Date of Birth: Enter the month, day and year in which the adoptive child was born.

Name of Adoptive Parent(s): Enter the first and last name of the adoptive parent(s).

Adoptive Family Address and Telephone Number: Enter the adoptive family's current street address, city, state, zip code and telephone number.

Amount of Additional PASSS Funds Requested: Enter the amount of additional PASSS funding requested. Per 5101:2-44-13.1, families may request up to an additional \$5,000 per child per state fiscal year if at least one of the extraordinary circumstances exists. Select the box that reflects the extraordinary circumstance that exists. Specify what services the additional PASSS funding will be used for.

Adoptive Parent(s) Signature: By signing this application, you confirm that the information given in this application is accurate and you acknowledge that you are aware that you will be required to provide verification of your financial situation. In accordance with section 2921.13 of the Ohio Revised Code, it is a misdemeanor of the first degree to knowingly falsify statements when the statement is made to secure benefits administered by a governmental agency or paid out of a public treasury.

Right to a State Hearing: This section informs you of your right to request a state hearing if you do not agree with the decision made on your application.

For Agency Use Only: This section will be used by the PCSA director or designee to approve or deny the application.