



Region III Workforce Investment Board
WIOA Adult and Dislocated Worker Program

Policy 01-16, Change 1

SUBJECT: Priority of Service for WIOA Adult Funding
DATE ISSUED: July 13, 2016
EFFECTIVE DATE: July 1, 2019

REFERENCE(S): WIOA Sections 3 and 134; 20 CFR §680.150, 680.610, and §680.650; 38 U.S.C. 101 and 4213 and 4215; 20 CFR 101; 20 CFR §683.230; and WorkForce WV WIOA Policy 2-16.

BACKGROUND: All individuals are eligible for basic or individualized career services, such as, labor market information, intake application for employment, initial screening for eligibility for WIOA, basic labor exchange, referral to other one stop partners. In order to receive intensive or training services under WIOA, an eligibility determination and career counseling/planning must be undertaken. This process determines that an individual need and can benefit from services because they are unlikely to obtain or retain employment that leads to economic self-sufficiency and have the skills to participate successfully in training services (RIII WIB-KC Policy 02-16).

If funds allocated to a local area for adult employment and training activities under paragraph (2)(A) or (3) of section 133(b) are limited, priority shall be given to recipients of public assistance and other low-income individuals for intensive services and training services. The appropriate local board and the Governor shall direct the one-stop operators in the local area regarding making determinations related to such priority (see WFWV WIOA Policy 2-16).

WIOA allows the local Workforce Development Board(s) (WDB) to establish local criteria for self-sufficiency and subsequent eligibility for adults and dislocated workers to receive intensive and training services.

In WV U.S. Census Bureau Quick Facts show that 18% of WV residents live in poverty, additionally 18% of the population are single with children, WV has an unemployment rate of 5.1% which is above the national average and the median age is 43 years old. Kids Count Report 2016 reported 25% of WV children living in poverty in Kanawha County and a self-sufficient wage published in 2013 was \$19,550 for a family of one. The federal poverty rate for a family of one in 2019 is \$12,490. These rates govern First, Second and Third Priority of Services, along with Veteran status, and Displaced Homemakers.

WIB-KC is adopting a fourth and fifth priority for adults and dislocated workers wishing to enter training. Making these changes should help serve more individuals and meet our requirement of funding obligations of at least 80% of Adult and Dislocated Worker allocations in the program year that the funds are awarded.

2019
Annual

Poverty Guidelines, all states (except Alaska and Hawaii)

**House
hold
/Family**

Size	50%	*100%*	125%	130%	133%	135%	138%	150%	175%	185%	200%
1	6,245	\$12,490	15,613	16,237	16,612	16,862	17,236	18,735	21,858	23,107	24,980
2	8,455	\$16,910	21,138	21,983	22,490	22,829	23,336	25,365	29,593	31,284	33,820
3	10,665	\$21,330	26,663	27,729	28,369	28,796	29,435	31,995	37,328	39,461	42,660
4	12,875	\$25,750	32,188	33,475	34,248	34,763	35,535	38,625	45,063	47,638	51,500
5	15,085	\$30,170	37,713	39,221	40,126	40,730	41,635	45,255	52,798	55,815	60,340
6	17,295	\$34,590	43,238	44,967	46,005	46,697	47,734	51,885	60,533	63,992	69,180
7	19,505	\$39,010	48,763	50,713	51,883	52,664	53,834	58,515	68,268	72,169	78,020
8	21,715	\$43,430	54,288	56,459	57,762	58,631	59,933	65,145	76,003	80,346	86,860
9	23,925	\$47,850	59,813	62,205	63,641	64,598	66,033	71,775	83,738	88,523	95,700
10	26,135	\$52,270	65,338	67,951	69,519	70,565	72,133	78,405	91,473	96,700	#####

ACTION: Priority of Service will be as follows:

Adult Funds:

1. **Priority:** Veterans and eligible spouses (covered persons) who are low-income or recipients of public assistance or who are basic skills deficient.
2. **Second Priority:** Individuals (non-covered persons) who are low-income or recipients of public assistance or individuals who are basic skills deficient.
3. **Third Priority:** Veterans and eligible spouses who are not low-income and are not recipients of public assistance or basic skills deficient.

If there is not a waiting list of individuals within priority levels 1 – 3:

4. **Fourth Priority:** Adults who (during the past six months) have income at or below 150% of the federal poverty guidelines (see referenced chart.)

5. **Fifth Priority:** Adults who (during the past six months) have income at or below 200% of the federal poverty guidelines **and** face substantial barriers to employment, such as,
- a Substantial language or cultural barriers; English as second language
 - b Offender status
 - c Homeless
 - d Substance use disorder
 - e Single parent
 - f Underemployed

Dislocated Workers:

1. **Priority:** A dislocated worker who lives in Kanawha County and is needs assistance to obtain employment at a sustainable wage
2. **Second Priority:** Dislocated workers who were laid off from an employer located in Kanawha County and needs assistance in obtaining employment at a sustainable wage
3. **Third Priority:** Dislocated workers who needs assistance to obtain a job at a sustainable wage and had a bone-fide offer of employment in Kanawha County
4. **Fourth Priority:** Dislocated workers who are underemployed, making less than 80% of their former wages

Definitions:

Low Income: An individual who:

- a. Receives, or is a member of a family that receives cash benefits under a federal, state, or local income based public assistance program;
- b. Received an income, or is a member of a family that received a total family income, for the 6month period prior to application for the program involved (exclusive of unemployment compensation, child support payments, payments described in subparagraph (A), and old-age survivors' insurance benefits received under Section 202 of the Social Security Act that, in relation to family size, does not exceed the higher of
 - i. The poverty line for an equivalent period; or
 - ii. 70% of the lower living standard income level, for an equivalent period;
- c. Is a member of a household that receives (or has been determined within the 6-month period prior to application for the program involved to eligible to receive) food stamps pursuant to the Food Stamp Act of 1977;
- d. Qualifies as a homeless individual, as defined in subsection (a) and (c) of Section 103 of the Stewart B. McKinney Homeless Assistance Act.
- e. Is a foster child on behalf of whom State or local government payments are made; or

- f. In cases permitted by regulations promulgated by the Secretary of Labor, is an individual with a disability whose own income meets the requirements of the program, but who is a member of a family whose income does not meet such requirements.

Basic Skills Deficient: An individual unable to compute or solve problems, read, write or speak English, at a level necessary to function on the job, in the individual's family, or in society.

For WIOA purposes, the State further defines Basic Skills Deficient as an individual who:

- Lacks a high school diploma or high school equivalency and is not enrolled in secondary education.
- Enrolled in a Title II Adult Education/Literacy program.
- Reading and/or Math assessment at an 8.9 or below grade level. (Regions using WorkKeys assessment will be WorkKeys level at or below 4).
- Determined to be Limited English Skills proficient through staff-documented observations.
- Other objective criteria determined to be appropriate by the local area and documented in its required policy.

Dislocated Workers:

- an individual who has been laid off, or received a notice of layoff, from a company or the military of closure
- is eligible for or exhausted unemployment, or if not eligible for unemployment due to insufficient wages, and
- is unlikely to return to a previous industry or occupation
- Is self employed (including fisherman, rancher and farmer) and due to economic conditions in the community is unemployed, can include natural disasters
- Is a displace homemaker

Regional Policy:

Region III WIB-KC will follow the guidance listed above, priority 4 & 5 is considered unless funding is determined "limited" or there is a waiting list for services of individuals who are low-income at 100% of the federal poverty level, if employed and 70% of the federal poverty level if unemployed. Priority shall still be given to Veterans and their spouses.

Region III WIB-KC Career Planners are well trained to assess and evaluate the individual's need for intensive career services, and if the individual will benefit from such services. They provide the case management and documentation in case notes in the MACC system.

The Region III WIB-KC will monitor the Adult and Dislocated Workers program expenditures bi-monthly. This policy will be appraised bi-annually to determine if any updates or changes are necessary. The WIB-KC wants to make sure that adults and/or dislocated workers can access individualized career services for the entire program year (July 01 through June 30).