

FLORIDAWORKS

Policies and Procedures

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SOP Number: #08 – PY 07-08	Subject: Local Definition of Economic Self-Sufficiency and Eligibility Criteria for Receiving Intensive and Training Services Policy
Date of Issuance: August 9, 2006	Revision Date: December 19, 2007
Effective Date: August 9, 2006	Chair Signature: <i>Ken McGurn</i>

PURPOSE

To establish local criteria for purposes of defining self-sufficiency and establishing WIA eligibility for employed and unemployed adult and dislocated workers to receive training and intensive services.

BACKGROUND

Section 663.230 of the WIA regulations require that each Regional Workforce Development Board establish a local definition of economic self-sufficiency. This definition provides maximum flexibility to local Boards to consider local conditions when defining economic self-sufficiency and will be the basis of providing intensive or training services to **employed and unemployed adults** and **dislocated workers**.

DEFINITIONS

Adult - an employed or unemployed individual who is age 18 or older.

Dislocated worker - an individual who:

1.
 - a. Has been terminated or laid off, or who has received a notice of termination or layoff, from employment;
 - b. Is eligible for or has exhausted entitlement to unemployment compensation; or has been employed for a duration sufficient to demonstrate attachment to the workforce, but is not eligible for unemployment compensation due to insufficient earnings or having performed services for an employer that were not covered under a State unemployment compensation law;
 - c. And is unlikely to return to a previous industry or occupation;

- d. Has been terminated or laid off, or has received a notice of termination or layoff, from employment as a result of any permanent closure of, or any substantial layoff at a plant, facility or enterprise;
 - e. Is employed at a facility at which the employer has made a general announcement that such facility will close within 180 days; or
 - f. For purposes of eligibility to receive services other than intensive, training services described in Section 134 (d) 3, 4 of the WIA Act, or supportive services, is employed at a facility at which the employer has made a general announcement that such facility will close;
2. Was self-employed (including employment as a farmer, a rancher, or a fisherman) but is unemployed as a result of general economic conditions in the community in which the individual resides or because of natural disasters; or
 3. Is a displaced homemaker.

Self-sufficiency -

1. For an employed individual who is served with WIA Adult funds, self-sufficiency is defined as an hourly wage that is more than \$25.00 per hour individually earned **or** 250% of the federal poverty level adjusted for family size, whichever is higher, at the time of first service.

For unemployed individuals income is not a factor *unless* there is limited funding and priority of service is implemented. Regardless, for all unemployed adults requesting intensive and/or training services income and low income status must be documented for the previous six months for data validation. If the individual did not earn any income in the previous 6 months or is unable to document the income via pay stubs, tax returns, etc., then a signed self-attestation certifying the income is acceptable documentation.

Per WIA Sec. 101(15) the term "family" means two or more persons related by blood, marriage, or decree of court, who are living in a single residence, and are included in one or more of the following categories:

- Sec. 101(15)(A) A husband, wife, and dependent children.
- Sec. 101(15)(B) A parent or guardian and dependent children.
- Sec. 101(15)(C) A husband and wife.

The following local criteria determines whether a person is dependent or independent:

- a. A person is determined to be dependent when he/she resides in a single-family residence with other family members and is claimed on his/her parent(s) or legal guardian's income tax return.
 - b. A person is determined to be independent when he/she resides in a single-family residence with other family members and is NOT claimed on his/her parent(s) or legal guardian's income tax return.
2. For an individual who is served with WIA Dislocated Worker funds, self-sufficiency is defined as an hourly wage that is more than \$25.00 per hour individually earned **or** 250% of the federal poverty level adjusted for family size, whichever is higher, at the time of first service.

POLICY

1. Eligibility for Intensive and Training Services

There are two categories of adults and dislocated workers who may be considered eligible to receive **intensive services** in Region 9:

- a. Adult and Dislocated workers who are **unemployed**, have received at least one core service, have been unable to obtain employment that results in self-sufficiency through that core service, and are determined by a One-Stop Operator to be in need of more intensive service to obtain employment that leads to self-sufficiency; and
- b. Adult and dislocated workers who are **employed**, have received at least one core service, and are determined by a One-Stop Operator to be in need of intensive service to obtain or retain employment that leads to self-sufficiency.

2. Training services may be made available to any employed and unemployed adult and dislocated worker who satisfies the following criteria:

- a. Has met the eligibility requirements for receipt of intensive services, have received at least one intensive service and have been determined unable to obtain or retain employment that leads to self-sufficiency through such services;
- b. After an interview, evaluation or assessment or case management, has been determined by a One-Stop Operator or One-Stop Partners, to be in need of training services and to have the skills and qualifications to successfully complete the selected training program;
- c. Selects a program of training services that is directly linked to the employment opportunities either in the local area or in another area to which the individual is willing to relocate;
- d. Is unable to obtain grant assistance from other sources to pay the cost of training or require WIA assistance, in addition to other sources of grant assistance; and
- e. For an individual whose services are provided through the adult funding stream, is determined eligible in accordance with the local priority system in effect for Region #9.

3. Local criteria in establishing self-sufficiency

Local criteria established by the Board and approved in the region's two-year Workforce Services Plan define self-sufficiency for any employed jobseeker receiving intensive and training services through WIA Adult and Dislocated Worker funds, include consideration on a case-by-case basis to evaluate the specific circumstances of each participant. This evaluation includes establishing the need for training to either obtain or retain employment that leads to self-sufficiency.

4. Limited Funding

Should it be determined that training funds are limited, FLORIDAWORKS will prioritize intensive and training services to adult jobseekers who are receiving public assistance and other low-income individuals (low income must be calculated for the 6 months prior to application for services) who are unable to obtain funding to cover the costs associated with training. Low income is based on the State issued Federal Poverty Guidelines or the Lower Living Standard Income Level (LLSIL), whichever is higher, when adjusted for family size. Limited funding is defined as 25% or less of remaining unobligated funds for the WIA Adult funding stream.