

Region VII Workforce Investment Board

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Region VII Workforce Investment Board Guidance Policy Letter 10

To: Region VII Workforce Investment Board Local Elected Officials
Region VII Workforce Investment Board Members
Region VII Workforce Investment Board WORK4WV Career Centers

From: Faye Smith *Faye Smith*
Chairperson, Region VII Workforce Investment Board

Subject: Region VII Workforce Investment Board Priority of Service Policy

Effective Date: March 22, 2002

1. References: Sections 101(25) and 134(d)(4)(e) of the Workforce Investment Act of 1998 and 20 CFR Part 600, Subpart F, Section 663.600.
2. Purpose: To establish a policy for determining priority for intensive and/or training services for adults under the Workforce Investment Act when the Governor's Workforce Investment Office (GWIO) or the Local Workforce Investment Board (WIB) declares that funds in the local area are limited.
3. Background: WIA section 134(d)(4)(E) and Federal Regulations section 663.600 establish the need for the local WIB to have a system of priority for services to adults when a determination has been made that funds are limited in a local area. When funds to a local area are deemed limited, priority for services to adults must be given to recipients of public assistance and other low-income individuals. When the local WIB deems that funds are not limited, any adult may be eligible for intensive and/or training services under WIA. The Act defines low-income individual in Section 101(25). In addition to reference to welfare recipients, Food Stamp recipients, homeless individuals, foster children, and individuals with disabilities who may be counted as one for this definition, the Act includes individuals whose family income for the six months prior to application for WIA services did not exceed the poverty line or 70% of the lower living standard income level. The Federal Regulations section 663.230 state that the local WIB must set the criteria for determining whether employment leads to self-sufficiency. At a minimum, such criteria must provide that self-sufficiency means employment that pays at least the lower living standard income, as defined in WIA section 101(24). Self-sufficiency for a dislocated worker may be defined in relation to a percentage of the layoff wage.
4. Policy: The Governor's Workforce Investment Office (GWIO) has determined that adult funds are limited (GWIO Policy Guidance Letter 3-00). As such, a Priority of Service System will be utilized in Region VII that mandates a minimum of 70% of WIA Adult funding be utilized for adults that are recipients of public assistance and/or low-income individuals.

- a. A maximum of 30% of the enrolled adults may have family incomes at or below the Self-Sufficiency Income Guidelines established in the Region VII Workforce Investment Board's Guidance Policy Letter 09 (Self-Sufficiency Income Guideline Policy). Employed adults at or below the established self-sufficiency income-level are eligible for intensive and/or training services within this 30% service level.
5. Action: The Region VII Workforce Investment Board will utilize a maximum of 30% of Adult funding to fund other-than-low-income adults and dislocated workers who are **unable to obtain grant assistance** from other sources to pay the costs of such training, including such sources as Welfare-to-Work, State-funded training funds, Trade Adjustment Assistance and Federal Pell Grants established under Title IV of the Higher Education Act of 1965, or required WIA assistance in addition to other sources of grant assistance, including Federal Pell Grants.
6. Questions: Questions concerning this policy should be directed to the Director of the Region VII Workforce Investment Board, P.O. Box 849, Petersburg, WV 26847 or by calling (304) 257-2448.
7. Expiration Date: Effective until rescinded or modified, in writing, by the Region VII Workforce Investment Board.