



West Tennessee Workforce Development Board

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Local Workforce Development Area 11 Policy Memorandum # 17-9

Subject:

WIOA Adult Title I Funding Priority of Services

Purpose: The purpose of this policy memorandum is to establish policy regarding priority of service for veterans, recipients of public assistance, other low-income individuals, and individuals who are basic skills deficient served with Workforce Innovation and Opportunity (WIOA) Adult funds.

References: 20 CFR 680.640; TEGL 19-16; WIOA Section 134(c)(3)(E); Workforce Services Guidance – Income Guidelines for Persons Defined as Low-Income Individuals; Workforce Services Policy – Veterans and Eligible Spouse Priority of Service (17-05).

Background:

Recipients of public assistance and other low-income individuals who are basic skills deficient must be given priority for individualized career services and training services when funded through Title I Adult funds. The One-Stop Operator will adhere to this policy per WIOA section 134(c)(3)(E).

Per WIOA Section 3(63)(A) and 38 U.S.C. 101, Veterans will receive priority of service in all Department of Labor-funded training programs under 38 U.S.C. 4215. A veteran must still meet each program's eligibility guidelines under the respective employment and training program. In accordance with 38 U.S.C. 4213 and 20 CFR 683.230, amounts paid while on active duty or paid by the Department of Veterans Affairs (VA) for vocation rehabilitation, disability payments, or related VA-funded programs will not be considered as income for income-based eligibility determinations.

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Policy:

The One-Stop Operator for LWDA-11 will adhere to WIOA regulations regarding priority of services for Title I Adult Priority.

Action:

All American Job Centers served through LWDB-11 area will be made aware of this policy. LWDB-11 staff will direct the local One-Stop Operator Director to inform all Service Delivery staff to ensure that Priority of Service will be as follows:

- First Priority: Veterans and eligible spouses (covered persons) who are low-income or recipients of public assistance who are basic skills deficient.
- Second Priority: Individuals (non-covered persons) who are low-income or recipients of public assistance or individuals who are basic skills deficient.
- Third Priority: Veterans and eligible spouses who are not low-income and are not recipients of public assistance or basic skills deficient.
- Fourth Priority: Individuals who do not meet the above priorities.

Definitions:

Low-Income – An individual who

- a. Receives, or is a member of a family receiving 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 six months prior to application for the program involved (exclusive of unemployment benefits, child support payments, and old-age and 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 Guidelines or the Lower Living Standard Income Level (metro or non-metro) for the six months prior to application; or
 - ii. The self-sufficiency policy (175% of the Poverty Guidelines or the Lower Living Standard Income Level for individuals living in metro areas and 165% of the Poverty Guideline or the Lower Living Standard Income Level for individuals residing in non-metro areas)for the six months prior to application.
- c. Is a member of a household that receives (or has been determined eligible to receive) food stamps pursuant to the Food Stamp Act of 1977 within the six months prior to application.
- 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. Is an individual with a disability whose own income meets the requirements of the program, or the individual is a member of a family whose income exceeds the income for eligibility and the individual can be eligible as a “family of one”.

Basic Skills Deficient – An individual who


- a. Is 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;
- b. Has been assessed in Reading and Math and functioning below 8.9 or below grade level in either subject. (TABE assessment will be used.)
- c. Determined to be Limited English Speaking through staff-documented observations.

Contact:

Questions regarding this policy should be addressed to Jimmy Bell, LWDB-11 Director, at SWHRA, 1527 White Avenue, P.O. Box 264, Henderson, TN 38340. Phone: (731) 983-3688. Email: jbell@swhra.org.

Effective Date: July 1, 2017

Expiration Date: Until further notice

Approved: 
Jimmy Bell, LWDA-11 Director