

THE OREGON CONSORTIUM & OREGON WORKFORCE ALLIANCE
POLICY MEMORANDUM #WIA-27-04/04

DATE: April 16, 2004

SUBJECT: Self-Sufficiency

REFERENCE: WIA Sections 134 (d)(3)(A)(ii), 663.230 and 101(24)

PURPOSE:

The reference to employment leading to self-sufficiency appears in section 134(d)(3)(A)(ii) of the Workforce Investment Act, which governs the eligibility of employed individuals to receive intensive services. Under section 663.230, the Workforce Investment Act final regulations provides that State or Local Boards 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 level, 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. The special needs of individuals with disabilities or other barriers to employment should be taken into account when setting criteria to determine self-sufficiency.

POLICY:

WIA intensive services may be provided to eligible dislocated workers who are determined to require assistance in order to earn a wage leading to self-sufficiency. Assistance is contingent upon current employment with earnings less than the level of self-sufficiency, funds available, the number of requests for services submitted, and adherence with the self-sufficiency income standard established by the Region within TOC. If a Region within TOC chooses to provide WIA intensive services for employed adults or dislocated workers they may adjust their requirements within the boundaries of this policy.

GENERAL GUIDELINES:

If a Region within TOC chooses to provide WIA services for employed adults or dislocated workers the following requirements must be met. At a minimum:

1. Meet section 663.220 provisions that Adults 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 services to obtain or retain employment that leads to self-sufficiency.
 - a. Meet section 663.160 requirements for particular core services an individual must receive before receiving intensive services under WIA section 134(d)(3), as follows:
 - i. At a minimum, an individual must receive at least one core service, such as an initial assessment or job search and placement assistance, before receiving intensive services.
 - ii. The decision on which core services to provide, and the timing of their delivery, may be made on a case-by-case basis at the regional level depending upon the needs of the participant.

- iii. The determination of the need for intensive services must be contained in the participant's case file.
 - b. Meet section 663.230 provisions that self-sufficient means:
 - i. Assisting the individual to attain employment that pays at least 200% of the lower living standard income level, as defined in WIA section 101(24); and,
 - ii. Provides that self-sufficiency for a dislocated worker may be defined in relation to a percentage of the layoff wage; and,
 - iii. Allows the special needs of individuals with disabilities or other barriers to employment to be taken into account when setting criteria to determine self-sufficiency.
 - iv. The determination of need and individual employment plan for intensive services and career goal leading to achievement of self-sufficiency must be contained in the participant's case file.
2. Meet section 663.240 requirements for particular intensive services an individual must receive before receiving training services under WIA section 134(d)(3), as follows:
 - a. At a minimum, an individual must receive at least one intensive service, such as development of an individual employment plan with a case manager or individual counseling and career planning, before the individual may receive training services.
 - b. The case file must contain a determination of need for training services under Sec. 663.310, as identified in the individual employment plan, comprehensive assessment, or through any other intensive service; and,
 - c. The service provider of the training must be on the approved eligible training provider list or meet TOC policy for alternative providers.

Contingent upon funds available and the number of requests for services submitted, employed adults and dislocated workers who meet the above criteria may be eligible to receive intensive services.

ACTION:

The TOC/OWA administrative office and regional subgrant recipients shall follow this policy. This policy will remain in effect from the date of issue until such time that a revision is required.

INQUIRIES:

Inquiries should be addressed to the TOC/OWA Director for Performance Management and Information Services at 1-866-888-4TOC.



Bill Demestihis
Executive Director