

**GLOW WORKFORCE DEVELOPMENT BOARD POLICY  
UNDER THE WORKFORCE INNOVATION OPPORTUNITY ACT (WIOA)**

**NAME OF POLICY:**           **GLOW Supportive Services Policy**

**APPROVAL DATE:**         **March 8, 2016**

**EFFECTIVE DATE:**       **March 8, 2016**

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**Supportive Services**

Supportive services are WIOA funded only when these services are not available through other agencies and the services are necessary for the individual to participate in Title I activities. Supportive services may be made available to anyone participating in Title I career or training services.

*Supportive Services may include, but are not limited to:*

- Transportation
- Testing and Licensing Fees
- Work Related Clothing
- Other services as deemed appropriate by the Program Operator appropriate based upon demonstrated need.

**Priority of Service for WIOA Adult Funded Services**

- Priority to Recipients of Public Assistance, other low income individuals, and Individuals who are skills deficient. Priority must be provided in the following order:
  - 1) First, to Veterans and eligible spouses who are also included in the groups given statutory priority for WIOA adult formula funds. This means that veterans and eligible spouses who are also recipients of public assistance, other low-income individuals, or individuals who are basic skills deficient would receive first priority for services provided with WIOA adult formula funds.
  - 2) Second, to non-covered persons (that is, individuals who are not veterans or eligible spouses) who are included in the groups given priority for WIOA adult formula funds.
  - 3) Third, to veterans and eligible spouses who are not included in WIOA's priority groups.
  - 4) Last, to non-covered persons outside the groups given priority under WIOA.

**As Related to ITA's**

An individual is not automatically eligible for continued Supportive Services if enrolled in a training program of successive periods. In order to retain eligibility for each training period, the individual must adhere to the following:

- Provide a copy of grades for each quarter/semester.
- Maintain contact with Career Counselor and provide progress updates/ attendance sheets
- Provide changes in contact information or changes in any circumstances that may affect satisfactory progress or completion of the training program.

- Continued eligibility is always dependent on availability of funds.

**Funding Amount**

For eligible Adult, Dislocated Workers, and Youth: Program operators are authorized to establish their own Supportive Services Policy including Youth Incentive Policies, which will include supportive services funding limits, and types of supportive services available. The policy will require the approval of the WDB Manager. With approval from the WDB Manager, the Program Operator may suspend their Supportive Services Policy and not provide Supportive Services in whole or in part if funding is determined to be limited locally

**3/8/16**