

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

NAME OF POLICY: **Priority of Service for Individualized Career Services and ITAs for WIOA Adult Customers***

APPROVAL DATE: **March 8, 2016**

EFFECTIVE DATE: **March 8, 2016**

PURPOSE: The Workforce Innovation Opportunity Act (WIOA) requires the WDB to establish a Priority of Service Policy for Individualized Career Services and ITAs.

BACKGROUND: Under WIOA there are 3 types of Career Services:

- 1) Basic Career Services
- 2) Individualized Career Services
- 3) Follow Up Services
 - For all Basic Career Services and Follow-Up Services, Priority of Service must be given to Veterans and Eligible Spouses.
 - For WIOA Adult funded Individualized Career Services, the priority is below as noted.
 - **For WIOA Dislocated Workers and WIOA Youth, Priority of Service must be given to Veterans and Eligible Spouses**

POLICY: Priority of Service for WIOA Adult funded Customers Requesting Individualized Career Services and/or ITAs

- 1) First, to veterans and eligible spouses who are also recipients of public assistance, other low –income individuals, and individuals that are basic skills deficient.
- 2) Second, to non-covered persons (that is, individuals who are not veterans or eligible spouses) who are recipients of public assistance, other low –income individuals, and individuals that are basic skills deficient.
- 3) Third, to veterans and eligible spouses who are not included in any of the other priority groups.
- 4) Last, to non-covered persons outside the priority groups

DEFINITION:

Low Income Individual means:

- An individual who receives (or in the past 6 months has received) or is a member of a family that is receiving (or in the past 6 months has received) assistance through the Supplemental Nutrition Assistance Program (SNAP), Temporary Assistance for Needy Families (TANF), or Supplemental Security Income (SSI), or Public Assistance.

- Is in a family with total family income that does not exceed the higher of :
 - The poverty level or
 - 70% of the Lower Living Standard Income Level
- A homeless individual
- Individual with a disability whose own income meets income requirements but is a member of a family whose income does not.

Basic Skills Deficient Adult means:

An individual who is unable to compute or solve problems, or read, write, or speak English at a level necessary to function on the job, in the individual's family, or in society.

*No employed worker who is earning more than the GLOW Self Sufficiency Wage established by the GLOW WDB, (currently \$20 per hour, \$41,600 annually based on 40 hour/week), will be eligible for a WIOA Adult Funded ITA.

*Adult Funding may not exceed \$3,000. This includes Tuition, Books, Supplies, and Fees required by the training.

Please see separate policy for Supportive Services.