

GLOW Workforce Development Board (WDB) Policy

Under the Workforce Innovation and Opportunity Act (WIOA)

Name of Policy: Self-sufficiency Levels for GLOW WDB

Approval Date: ~~9/12/00, 4/8/20~~ 8/11/23, 9/19/23, 3/17/26

Amended: ~~3/5/01, 8/21/01, 1/21/03, 4/8/20~~ 8/11/23, 9/19/23 3/18/26

Background:

The self-sufficiency standard defines the amount of income necessary to meet basic needs (including taxes) without public subsidies (e.g., public housing, food stamps, Medicaid or child care) and without private/informal assistance (e.g., free babysitting by a relative or friend, food provided by churches or local food banks, or shared housing).

For reference: The NYSDOL Self-Sufficiency calculator <https://dol.ny.gov/self-sufficiency-earnings-estimator>

Policy:

Any individual whose annual income falls below **\$58,240** per year or an hourly rate of **\$28**, based on a 40-hour week, would be considered to be below “self-sufficiency” levels for On-the-Job Training, customized training, and Individual Training Accounts.

Health Insurance Opt-out Stipend:

- If an individual opts out of the employer-based health insurance, usually there is a lump sum or opt-out monthly/yearly payment. This stipend would be included as an employee benefit and separate from base salary/hourly rate. It would not be counted towards the self-sufficiency wage.

Shift Differential:

- Shift differentials, by definition, are premium rates paid by an employer for shift work at undesirable times of the day. Although pay differentials can be offered in any field of employment, they are more commonly found in industries that are capital intensive, that have shortages in labor categories and that require 24-hour operations or processes. Examples are the medical and manufacturing industries.
- Shift differential does not count towards base salary/pay. Someone getting paid a premium to work a certain shift to increase desirability of that shift is separate and distinct from skill set. Shift differential is not included when determining self-sufficiency wage. Also, when evaluating if an individual is above/below self-sufficiency, equitable treatment and a consistent method for evaluating self-sufficiency wage must be defined and supported.

Requirements for documentation:

Information about the customer’s current hourly wage must be recorded in the “Work History” tab of the One-Stop Operating System (OSOS), including hourly wage, wage type (hourly, annual, other), job title, employer name, dates of employment, and hours per week. Acceptable verification sources include a copy of a recent paycheck or paystub, or a letter, email or other document from an employer describing the customer’s current wage.