

Bay Consortium Local Plan

Attachment 8

Priority of Service Policy

Bay Consortium Workforce Development Board

Policy Number: 02-02
Effective Date: November 2, 2002
Revised Date: July 1, 2016
Title: Priority of Service

Purpose

To establish the policy and criteria for client priority of service.

Policy Statement

Pursuant to Field Guidance Memorandum #08-09 stating each LWDB should develop and implement a policy for prioritizing provision of intensive and training services to both adults and dislocated workers in the event that funds are determined to be limited in that local area, the following policy is established:

Declaration of Limited Funds: The Bay Consortium Workforce Development Board has established that funds are **limited** because

1. The Bay WDB does not receive funds from other sources that are equivalent to at least 50% of the total WIOA allocation,
2. The Bay WDB does not receive in-kind contributions for other sources that are equivalent to at least 25% of the total WIOA application, and
3. The local area has an unemployment rate that is more than the State average.

Therefore, the BCWDB has established the following Priority of Service policy for administering career services and training funds:

Priority will be given to clients receiving public assistance and who are classified as low income in accordance with WIOA definitions. A low-income individual is defined as an individual who:

- A. Receives, or is a member of a family that receives, cash payments 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 6-month period prior to application for the program involved (exclusive of unemployment compensation, child support payments, payments described in subparagraph (A), and old-age and survivors insurance benefits received under section 202 of the Social Security Act (42 U.S.C. 402) that, in relation to family size, does not exceed the higher of:

1. The poverty line for an equivalent period or
 2. Seventy percent (70%) of the lower living standard income level (LLSIL) for an equivalent period;
- C. Is a member of a household that receives (or has been determined within the 6-month period prior to application for the program involved to be eligible to receive) food stamps pursuant to the Food Stamp Act of 1977 (7 U.S.C. 2011 et seq.);
- D. Qualifies as a homeless individual as defined in subsections (a) and (c) of section 103 of the Stewart B. McKinney Homeless Assistance Act (42 U.S.C. 11302);
- E. Is a foster child on behalf of whom State or local government payments are made;

OR

In cases permitted by regulations promulgated by the Secretary of Labor, is an individual with a disability whose own income meets the requirements of a program described above in subparagraphs (A) or (B), but who is a member of a family whose income does not meet such requirements.

The Poverty Guidelines and the Lower Living Standard Income Level as published by the U.S. Department of Labor annually are to be used in determining low-income status.

Thus, the following sequence of services priority will apply:

1. First priority will be provided to recipients of public assistance and other low-income individuals in the local area who are covered persons with respect to veterans' priority;
2. Second priority will be provided to recipients of public assistance and other low income individuals in the local area;
3. Third priority will be covered persons (these would be covered persons not considered to be recipients of public assistance or low-income);
4. The Bay Consortium Workforce Development Board had approved that individuals that fall in one of the following categories be given priority:*

***(Contingent upon participant meeting WIOA Adult Income Eligibility Guidelines or WIOA Dislocated Worker Eligibility Guidelines)**

- ✓ Individuals who are veterans (per Jobs for Veterans Act– DOL TEGL 05-03 and VA Workforce Letter 08-09)
- ✓ Individuals who are basic skills deficient (English reading, writing, or math skills at or below the 8th grade on a generally accepted standardized test)
- ✓ Individuals who are high school drop-outs
- ✓ Individuals who are long-term unemployed (unemployed 15 of the last 26 weeks)
- ✓ Individuals who have limited English-Speaking Skills
- ✓ Individuals who are felons

Priority services will involve both career services and training. Customers in the designated target groups will receive priority services based on individual needs of the customer and contingent upon fund availability. WIOA funds will be leveraged with other resources to maximize the customers served and the level of services provided.

With **limited** WIOA funding available, extensive efforts will be made to provide services to those most in need and to leverage additional non-WIOA resources to meet the needs of our customers. Data relating to the identified target groups will be captured and recorded in the customers file.

REMOVE RESCINDED Twenty-five percent of the total adults served can be employed in compliance with the Bay Consortium Workforce Development Board's Policy #00-04.

Dislocated Worker Programs

All services provided under the dislocated worker funding stream will provide for priority of service to covered persons. The WIOA and its accompanying regulations hold that dislocated worker funds are not subject to the same requirement as adult funds with regard to priority of service to public assistance recipients or low-income individuals. However, the veterans' priority must be considered. Thus, covered individuals will receive priority over non-covered individuals for the provisions of services funded under the dislocated worker funding stream.

Youth Programs

All services provided under the youth funding stream will provide for priority of service to covered persons. The WIOA and its accompanying regulations generally provides youth funds to service low-income youth age 14 to 24 with one or more barriers to employment. At least seventy five percent (75%) of local area funds must be used to serve out-of-school youth. The application of the veterans' priority does not change these requirements. Thus, in providing services to both in and out of school youth priority does not change these requirements. This, in providing services to both in and out of school youth priority must be given to any covered individuals who qualify under the WIOA eligibility requirements.