

Local Workforce Area #10 Policy Letter 05-01.1
on
Determination of Dependent Status for WIOA Training and Youth Services

Purpose: To facilitate the determination of eligibility for WIOA Training and Youth Services to meet requirements of the Workforce Innovation and Opportunity Act.

Background: This policy describes the process for initial eligibility for Training and Youth Services under the Workforce Innovation and Opportunity Act. This policy refers to the definition of family found in Workforce Innovation and Opportunity Act, Public Law 113-128 and WIOA Policy Letter No. 15-06

Action: The following definition of dependent and independent will be used when determining eligibility for training and youth services for adults under the age of 24:

A) Dependent:

- 1) Is under 18 years of age, living with parents or guardians, and is receiving support from them; or
- 2) Is age 18-24 and parent(s) or guardian(s) pay(s) for more than 50% of the applicant's support.

*Support is defined as financial assistance to help pay for food, clothing, shelter, utilities, education, medical and dental care, recreation, transportation, and any other living expenses; as well as government provided cash public assistance and food assistance.

B) Independent: an applicant who falls into any one of the categories below:

- 1) Under 18 years of age, not living with parents or guardians, and is not receiving any support from them;
- 2) Individuals, age 18-24, providing more than 50% of their own support;
- 3) Is age 25 or older;
- 4) Is married (applicant is considered legally married if separated but not divorced);
- 5) Has children who receive more than half of their support from the applicant;
- 6) Has dependents (other than a spouse or children) that live with the applicant and receive more than half of their support from the applicant;
- 7) Lives in own residence or in a residence without financial or other support from parent(s) or guardian(s);
- 8) Is on active duty in the U.S. armed forces for purposes other than training; or
- 9) Is a veteran of the U.S. armed forces.

The standard methods of documenting eligibility will be used as a means to verify dependent status as well (i.e. birth certificate, verification of residence, verification of receipt of public assistance, self-attestation signed by parent or guardian, etc.)

WIOA Youth Program

Dependent status must be documented for all WIOA eligible youth applicants, ages 14-24, as defined in section 129 (a) (1), (2), and (3) of the WIOA. Verification of dependent status and means of support must be documented for each youth program participant by completion of checklist that incorporates, at a minimum, the categories listed in Attachment A. Self-attestation may be accepted to document parental support pursuant to self-attestation procedures outlined in Workforce Innovation and Opportunity Act Policy Letter (WIOAPL) No. 15-07, Source Documentation for WIOA Eligibility .

An individual under 18 years of age is always considered to be a dependent child, unless the youth is not living with parents or guardians and is not receiving any support from them.

The issue of guardianship concerning dependent children is determined either by decree of court or by a state or federal agency that has established or assumed guardianship.

Determination of dependent status is particularly important for WIOA youth, ages 18-24, who are applying for WIOA youth-funded individual training accounts (ITAs) as not all out-of-school youth enrolled in the youth program are low income individuals.

WIOA Adult Program

Dependent status must be documented for all WIOA adults, ages 18-24, who are applying for WIOA adult-funded individual training accounts (ITAs). The determination of dependent status is driven by the following factors:

- The amount of support provided by the applicant by his or her parent(s) or guardian(s); and
- The applicant's age;
- The applicant's marital status;
- The applicant's dependents (biological/adopted children, disabled adults, and others dependent on the applicant for more than 50% of the applicant's support; and
- Veteran status.

Verification of dependent status and means of support must be documented for each WIOA adult participant, ages 18-24, who is applying for an ITA. This is done by completion of checklist that incorporates, at a minimum, the categories listed in Attachment A of WIOAPL No. 15-07. The JFS 13186, Self-Attestation, may be accepted to document parental support when signed by a parent or guardian.

Serving Immediate Family Members, Close Acquaintances, and Other Stakeholders

Refer to the Local Area #10 Policy on Serving Immediate Family Members, Close Acquaintances, and Other Stakeholders.

Effective Date: Immediately 07.19.11, Revised August 2016