

Local Workforce Area #10 Policy Letter 04-04
on
Eligibility for WIOA Training Services for Youth, Adult and Dislocated Workers

Purpose: To facilitate the determination of eligibility for Training Services for youth, adults and dislocated workers to meet requirements of the Workforce Innovation and Opportunity Act.

Background: This policy describes the process for initial eligibility for Training Services under the Workforce Innovation and Opportunity Act.

This policy is based on eligibility criteria as listed in the WIOA Pub. L 113-128 and ODJFS Workforce Innovation and Opportunity Act Policy Letter 15-09, 15-10, 15-11.

Action: Training Services will be accessible to all youth ages 18-24, adult and dislocated workers, employed or unemployed, who meet the following eligibility and appropriateness criteria:

- 1) After an interview, evaluation, or assessment and case management and career planning, has been determined by the OhioMeansJobs Center staff or OhioMeansJobs Center Partner to be in need of training services; **AND**
 - Unlikely or unable to obtain or retain employment that leads to economic self-sufficiency or wages comparable to or higher than wages from previous employment through career services;
 - In need of training services to obtain or retain employment that leads to economic self-sufficiency or wages comparable to or higher than wages from previous employment; and
 - Have the skills and qualifications to successfully participate in the selected program of training services.
- 2) selects a program of training services that is directly linked to the employment opportunities either in the local area involved or in another area to which the individual is willing to relocate; **AND**
- 3) is unable to obtain grant assistance from other sources to pay the costs of such training or requires WIOA assistance in addition to other sources of grant assistance, including PELL Grants; **AND**
- 4) is determined to be eligible in accordance with the *priority system, if any are in effect.

Additionally, all young adults, ages 18-24, who are seeking WIOA adult-funded ITAs, must also be screened for dependency status. Refer to WIOAPL No. 15-06, Determination of Dependent Status, for guidance on determining dependency status. If an adult, ages 18-24, is determined to be dependent, "family self-sufficiency" would include the income(s) of all family members, including the young adult's parent(s).

The case files for adult and dislocated worker participants must contain a determination of need for training service as determined through the interview, evaluation, or assessment and career planning informed by state and local in-demand occupation lists and training provider performance information, or through any other career service received. It is important that WIOA staff gather enough information, by whatever means, to justify the need for training services.

Limited Funds Status

The above mentioned criteria will be upheld as long as Local Area #10 is not deemed to be in a limited funds status. If the area is in a limited funds status, the area's limited funds policy will take precedence over this policy. Limited Funds Status does not apply to dislocated workers.

Conflict of Interest

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

Effective Date: Immediately