

<b>Subject:</b>	WIOA Eligibility for Title I Programs: Adult, Dislocated Worker, and Young Adult
<b>Policy Number:</b>	ADWB-02-2016, <b>Change 3</b>
<b>Replaces:</b>	ADWB-02-2016, <b>Change 2</b>
<b>Implementation Date:</b>	<i>Pending Board Approval</i>
<b>Distribution:</b>	Arapahoe/Douglas Works! Workforce Center Leadership and Employees

The Arapahoe/Douglas Workforce Board (ADWB) has designated Arapahoe/Douglas Works! (ADW!) as the provider of Career Services for WIOA Title I: Adult, Dislocated Worker and Young Adult programs, Title III: Wagner Peyser, and Temporary Assistance for Needy Families (TANF).

**ALL MARCH 2017 REVISIONS ARE HIGHLIGHTED IN BLUE**

### CITATIONS/REFERENCES

- Workforce Innovation and Opportunity Act, PL 113-128 – July 22, 2014
- **WIOA Department of Labor-Only Final Rule (81 FR 56072, Aug. 19, 2016)**
- TEGL 38-14: Transition from WIA to WIOA
- Jobs for Veterans Act of 2002 (Public Law 107-288);
- Colorado House Bill 06S-1023, Restrictions on Public Benefits (July 31, 2006);
- TEGL 22-04 - Serving Military Service Members and Military Spouses under the WIA Dislocated Worker Formula Grant
- TEGL 22-04, change 1 - Serving Military Service Members and Military Spouses under the WIA Dislocated Worker Formula Grant
- TEGL 5-08, Policy for Collection and Use of Workforce System Participants' Social Security Numbers (November 13, 2008)
- TEGL 11-11, Change 2 – Selective Service Registration Requirements for Employment and Training Programs (May 16, 2012)
- TEGL 09-12, Services to Victims of Human Trafficking (October 24, 2012)
- TEGL 02-14, Eligibility of Deferred Action for Childhood Arrivals Participants for WIA and Wagner-Peyser
- **PGL #MIS-2011-01: Data Integrity and the Customer Participation Cycle**
- **PGL WIOA-2014-02: Guidelines for Affidavit of Immigration Status**
- **PGL #VET-2004-02: Veterans Priority of Service**
- **PGL WIOA-2015-05, Change 1, WIOA Eligibility for Title I Programs**

### BACKGROUND

The Workforce Innovation and Opportunity Act of 2014 (WIOA) was signed into law on July 22, 2014. WIOA is designed to help job seekers access employment, education, training, and support services to succeed in the labor market and to match employers with the skilled workers they need to compete in the global economy. WIOA supersedes titles I and II of the Workforce Investment Act of 1998, and amends the Wagner-Peyser Act and the Rehabilitation Act of 1973. In general, the Act takes effect on July 1, 2015—the first full program year after enactment, unless otherwise noted. Per TEGL 38-14: Transition from WIA to WIOA, local program operators must adhere to the law's eligibility guidelines as of July 1, 2015, to ensure all those who receive WIOA-funded services are eligible. This PGL provides the detailed guidance necessary to implement this directive.

The update to this policy reflects recent United States Department of Labor and Colorado Department of Labor & Employment's interpretations of WIOA USDOL ETA Only Final Regulations. Change 2 to this policy includes, but is not limited to, the following revisions:

#### **Title I Eligibility for the Adult, Dislocated Worker and Youth programs, plus Discretionary Grants:**

- Revised guidance for Citizenship/Eligible to Work and documentation
- Revised guidance for Affidavit of Immigration and documentation
- Addition of LEAP, Title 8 Housing, and CCAP as allowable low income and public assistance programs

#### **Attachment 1: Title I Adult Program Eligibility**

- Changes to definition of Family
- The ability to use individual eligibility for free/reduced price lunch for adult priority of service low income determination, but restriction against using community/school/school district eligibility for this low income category

#### **Youth Eligibility:**

- Changes to the CDLE Post-Secondary out-of-school and in-school definitions
- Comprehensive listing of out-of-school and in-school eligibility category documentation requirements
- Requirements regarding local policy for "needs additional assistance" category of youth
- Attachment 12 of corresponding PGL, Samples of Driver's Licenses and IDs: sample of the new DL and ID format in use beginning 2016
- Attachment 14 of corresponding PGL, Youth In Poverty Interactive Map- change from 30% to 25% as the minimum threshold for a high poverty area
- Attachment 16 - Title I Q&A: Additions and changes related to all changes to attachments 1-4 and 12.
  - Additions and changes to the answers related to changes in attachments 1, 3, and 14
- Attachment 3 of corresponding PGL:
  - Changes to the definitions of Youth Program Participant, Family, Pregnant or Parenting, Foster Care Youth, and what is a school for in-school and out-of-school status
  - Separation of Foster Care Youth, and Homeless and Run Away Youth, into two different youth eligibility factors
  - Separate definitions for in-school and out-of-school youth "needs additional assistance" and the requirement for local needs additional assistance policies to address both categories of youth
  - Restriction against using Community/School/School District Eligibility for the Free/Reduced Price Lunch low income category

#### **POLICY/ACTION**

Arapahoe/Douglas Works! has established local policies for making eligibility determination for the three WIOA funding streams: Adult, Dislocated Worker, and Young Adult. The policies are inclusive of guidance on the use of self-attestation as a last resort when other documentation cannot be found or accessed.

#### **RESTRICTING SERVICES TO LOCAL AREA RESIDENTS**

WIOA does not either prohibit or require local residency for an individual to receive services from a local area. At this time, due to current decreases in funding, as well as anticipated future decreases in funding, ADW! has implemented restricting services to residents of Arapahoe and Douglas county. Proof of residency must be provided (which may include, but is not limited to: a driver's license, bill, and/or mail in the customer's name). On a monthly basis, ADW! utilizes Connecting Colorado reports to closely monitor the population breakdown of customers' self-reported residency (on average, Arapahoe and Douglas county residents predominately account for the vast majority of customers served through ADW!).

**Attachments:**

**Attachment A:** WIOA Adult Eligibility Determination and Documentation – Adult

**Attachment B:** WIOA Adult Eligibility Determination and Documentation – Dislocated Worker

**Attachment C:** WIOA Young Adult Eligibility Determination and Documentation – Young Adult

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