

<b>Implementation Date:</b> September 1, 2016	<b>Subject:</b> WIOA Eligibility for Title I Programs: Adult, Dislocated Worker, and Young Adult	<b>Policy Number:</b> ADWB-02-2016
<b>Scheduled Review Date:</b> September 2017	<b>Summary:</b> To establish parameters for eligibility determination for Workforce Innovation and Opportunity Act participants	
<b>Responsibility:</b> Arapahoe/Douglas Works! Workforce Development Board	<b>Scope:</b> All Arapahoe/Douglas Works! Employees	
<b>Category(ies):</b>	Workforce Innovation and Opportunity Act	

*The Arapahoe/Douglas Workforce Board has designated Arapahoe/Douglas Works! as the one-stop operator, and thereby the facilitator of the following approved policy and associated language contained herein.*

ALL JUNE 2016 REVISIONS ARE HIGHLIGHTED IN YELLOW

**Citations:**

- [Workforce Innovation and Opportunity Act](#), PL 113-128 – July 22, 2014
- [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 guidelines and changes to state requirements. Change 1 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

### **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 16 – Title I Q&A: Additions and changes related to all changes to attachments 1-4 and 12.

### **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.

### **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