

Self Sufficiency Policy

This policy establishes the criteria for determining whether employment leads to self-sufficiency and how such eligibility is documented for Workforce Innovation and Opportunity Act (WIOA) adult and dislocated worker participants served through the Northwest PA workforce development area's PA CareerLink[®] delivery system.

The Workforce Innovation and Opportunity Act (WIOA) and its corresponding regulations require that each local workforce development board set the criteria for determining whether employment leads to self-sufficiency. At a minimum, such criteria must provide that self-sufficiency means employment that pays at least the lower living standard income level, as defined in WIOA Section 134(c)(3)(A). Self-sufficiency for a dislocated worker may be defined in relation to a percentage of the layoff wage. The special needs of individuals with disabilities or other barriers to employment should be taken into account when setting criteria to determine self-sufficiency.

This policy only pertains to those adult and dislocated workers who are receiving wages (or layoff wages) at the time when workforce services are sought by a participant through the Northwest PA workforce development area's one-stop delivery system.

The Northwest PA WDB has established the following criteria for "self-sufficiency":

An adult who is an incumbent worker may be eligible for WIOA training funds (i.e. individual training account [ITA] or on-the-job training [OJT] account) if his or her total household wages do not exceed 235 percent of the Federal Poverty Income Guidelines (FPIG) that are published annually by the US Department of Labor. A dislocated worker may be eligible for training funds if his or her total household wages (or layoff wages) do not exceed 235 percent of FPIG.

WIOA Title I services staff will:

- Indicate a "NO" in the self-sufficient category of the Commonwealth's Workforce Development System (CWDS) WIOA application if the wages of a WIOA adult or dislocated worker are less than the 235 percent of FPIG
- Document eligibility in a participant's case file using paystubs provided by the participant or through self-attestation

REFERENCE

WIOA Section 134(c)(3)(A)

USDOL Training and Employment Guidance Letter (TEGL) No. 03-15

HISTORY

| Name | Date | Rev. Level | Description of Change | Effective Date |
|--------------|------------|------------|---------------------------------|----------------|
| Debra O'Neil | 08/07/2014 | A | Policy approved under new LWDB | |
| Deb O'Neil | 10/20/2014 | B | Policy changes per state review | 12/17/2014 |
| Deb O'Neil | 03/15/2017 | C | Update language for WIOA | 06/09/2017 |