



Workforce Investment Board
OF TULARE COUNTY
Driving Economic Success

Memorandum

TO: One Stop Operators
FROM: Adam Peck, ^{AP} Executive Director
DATE: December 9, 2009
SUBJECT: Priority of Services and American Recovery and Reinvestment Act (ARRA) Funding (*Revised*)

1. Priority of Service

The TCWIB WIA Eligibility Technical Assistance Guide (TAG) Section IV establishes a priority of service for the receipt of Intensive and Training services.

The TAG states that “to the extent that Workforce Investment Act Title 1B funds are available, the provision of services to other customers will be considered”. The WIA funding presently available through the American Recovery and Reinvestment Act of 2009 (ARRA) represents an increase in funding that necessitates a review of the priority of service.

This memo serves as notice that due to the availability of ARRA funding, the provision of intensive and training services shall be expanded to individuals who are not recipients of public assistance or other low income individuals during the ARRA grant period of February 17, 2009 through June 30, 2011.

This change will clearly simplify the process of determining WIA Adult Eligibility. However, it’s important that the One Stop Operator be careful to determine if an individual is eligible as a Dislocated Worker prior to engaging the streamlined WIA Adult eligibility process.

2. Training Criteria

Since the revised Priority of Service allows individuals to be eligible for Intensive and Training services without regard to income, there is a need to establish criteria to determine when it is appropriate to expend WIA training funds. The criteria to be used are:

- The customer is either:
 - A. Unemployed, underemployed or is dislocated from employment and needs training to obtain/retain employment or
 - B. An employed individual, but not economically self-sufficient as defined in Section 1 of the WIB WIA Eligibility TAG.
- The customer has completed WorkKeys. *(Please note that customers that have been accepted into an RN, LVN, Psych. Tech., or POST Academy program are exempt from the WorkKeys requirement.)*
- With regard to ITAs, the customer has researched the demand occupations in the labor market, and identified appropriate education and training providers.
- Criteria for Customized Training will be addressed through a separate policy.

3. Exits and Follow-ups

The WIB approved TCWIBD 09-02 “The Integrated Reporting and Program Accountability Directive” on July 8, 2009. This Directive eliminates the need to complete the JTA Exit and Follow-up Forms. Instead, the customer is automatically exited from all enrolled programs when 90 days has elapsed since the last enrolled service estimated completion date. If a customer does not receive a service for 90 days and a documented gap in service has not been recorded through the MIS, the customer is automatically exited from the program on the 91st day.

Taken together, these measures allow us to begin immediately taking steps towards providing intensive services to a much larger portion of the customers of the Employment Connection Centers. My expectation is that by streamlining the WIA business process, we will strengthen the implementation of an integrated one-stop system.

Please direct questions regarding this memo to David McMunn, Deputy Director – Operations at (559) 713-5200.

Thank you.

Attachments

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