



## Workforce Development Board Mid-Ohio-Valley

Policy # 8

### **Subject: Adult/DW Eligibility Criteria and WIOA Registration Guidelines**

**Effective Date:** May 1, 2017

**Purpose:** To establish guidelines on eligibility and registration of Region 4 WIOA customers.

**References:** WIOA Section 3 (2) (5) (15) (16) and (36); CFR 680.110; 677.150 WDB-MOV Policy #9 Priority of Service—Adult/DW

**Background:** The Workforce Innovation and Opportunity Act states adults and dislocated workers who receive services funded under title I other than self-service or informational activities must be determined eligible and registered.

**Policy:** The WDB-MOV issues this policy to establish eligibility criteria for adults to receive job preparation, employment, and training assistance through Workforce WV. Eligibility criteria differ for “Adults” and “Dislocated Workers”.

### **Adult and Dislocated Worker Eligibility Requirements**

**All adults** wishing to receive services through Workforce WV Mid-Ohio Valley must meet the following criteria:

- Be legally authorized to work in the United States.
- Be 18 years of age or older.
- Be registered with Selective Service

(Additional requirements for receiving Individual Career services and Training services can be found in WDB-MOV Policy #9 Priority of Service.)

### **Dislocated Worker Eligibility:**

In addition to meeting the requirements above, a ‘dislocated worker’ means an individual who--

- has been terminated or laid off, or who has received a notice of termination or layoff, from employment;
- is eligible for or has exhausted entitlement to unemployment compensation; or
- has been employed for a duration sufficient to demonstrate, to the appropriate entity at a one-stop center referred to in section 121(e), attachment to the workforce, but is not eligible for unemployment compensation due to insufficient earnings or having performed services for an employer that were not covered under a State unemployment compensation law; and
- is unlikely to return to a previous industry or occupation – (an individual who has been laid

off or is a separated service member who has been separated from an occupation/industry that is not on the demand occupation list, has given notice of the industry/occupation closing or moving out of the region, or is unable to do the work because of documented physical or other limitations); or

- has been terminated or laid off, or has received a notice of termination or layoff, from employment because of any permanent closure of, or any substantial layoff at, a plant, facility, or enterprise; or
- is employed at a facility at which the employer has made a general announcement that such facility will close within 180 days; or
- for purposes of eligibility to receive services other than training services described in section 134(c)(3), career services described in section 134(c)(2)(A)(xii), or supportive services, is employed at a facility at which the employer has made a general announcement that such facility will close; or
- was **SELF-EMPLOYED** (including employment as a farmer, a rancher, or a fisherman) but is because of general economic conditions in the community in which the individual resides or because of natural disasters; or
- is a **DISPLACED HOMEMAKER**: an individual who has been providing unpaid services to family members in the home and who--
  - has been dependent on the income of another family member but is no longer supported by that income; or
  - is the dependent spouse of a member of the Armed Forces on active duty (as defined in section 101(d)(1) of title 10, United States Code) and whose family income is significantly reduced because of a deployment (as defined in section 991(b) of title 10, United States Code, or pursuant to paragraph (4) of such section), a call or order to active duty pursuant to a provision of law referred to in section 101(a)(13)(B) of title 10, United States Code, a permanent change of station, or the service-connected (as defined in section 101(16) of title 38, United States Code) death or disability of the member; **AND** is unemployed or underemployed and is having trouble obtaining or upgrading employment.

or

- is the **SPOUSE OF A MEMBER OF THE ARMED FORCES** on active duty (as defined in section 101(d)(1) of title 10, United States Code), and who has experienced a loss of employment as a direct result of relocation to accommodate a permanent change in duty station of such member; or
- is the spouse of a member of the Armed Forces on active duty and who meets the criteria described in paragraph (16)(B).

(See WDB-MOV Policy #9 Priority of Services, for the definition of Under-employed Dislocated Worker.)

It is the policy of the WDB-MOV that an adult customer will be registered in the Workforce WV system at the time of eligibility determination for the ADULT or DISLOCATED WORKER program. Appropriate supporting/matching documents that verify eligibility will be maintained in the customer's file and eligibility data entered into the state management information system (MACC). All registered persons will count toward performance measures as outlined in WIOA.

**Action:** Local staff and Work Force WV will be informed of this policy.

**Expiration Date:** This policy shall be in effect until revised or canceled by the Workforce Investment Board Mid-Ohio Valley.

<b>Approved:</b>	June 26, 2015	LEOs/Executive Committee
	July 24, 2015	LEOs/Board
	October 28, 2016	LEO/WDB
	April 28, 2017	LEO/Board