



SUPPORTIVE SERVICES POLICY

- 1.0 Purpose.** To provide detailed guidance for the provision of supportive services and needs-related payments for dislocated workers under the WIA Title I programs.
- 2.0 Requirements.** Governing guidelines include relevant and applicable local, state, and federal statutes as well as funding stream requirements (WIA Sections 101 (46) and 134(e)(2)and (3) and 20 CFR Part 652, 663.800 WIA Final Rules, August 11, 2000).
- 3.0 Scope.** This policy applies to staff of all contractors, grantees, sub-grantees, and any other authorized provider of WIA Title I funds.
- 4.0 Responsibility.**

NEEDS-RELATED PAYMENTS

All within the scope of this policy will ensure that unless stipulated otherwise within the grant award, needs-related payments for dislocated workers can be provided bi-weekly to any individual who:

- A. Is currently participating in WIA Title I training services,
- B. Has ceased to qualify for, or has exhausted, all UC benefits or Trade Readjustment Allowance, and
- C. Is not obtaining such services through any other funding stream.

Additional requirements include:

- D. No monies for supportive services will be paid through WIA Title I Dislocated Worker funding.
(Supportive services other than needs-related payments such as transportation, child care, dependent care, and housing that are necessary to enable an individual to participate in activities authorized under WIA Title I will be provided through a referral process within the PA CareerLink system).
- E. Needs-related payments shall be limited to \$6.50 per hour in training, not to exceed 30 hours per week.
- F. The individual receiving training will be responsible to present the appropriate subcontractor with verified time sheets in order to receive this stipend.
- G. The subcontractor will be fully responsible for the administration, payment authorization and distribution, and maintenance of records in disbursement of support funds.



All else being equal, priority will be given to Veterans. Needs-related payments provide financial assistance to participants for the purpose of enabling individuals to participate in training and are one of the supportive services authorized by WIA Section 134 (e)(3).

To receive needs-related payments, a dislocated worker must:

Be unemployed and:

- Have ceased to qualify for unemployment compensation or trade readjustment allowance under TAA or NAFTA-TAA; and
- Be enrolled in a program of training services under WIA Section 134(d)(4) by the end of the 13th week after the most recent layoff that resulted in a determination of the worker’s eligibility as a dislocated worker, or if later, the worker is informed that a short-term layoff will exceed 6 months; or
- Be unemployed and did not qualify for unemployment compensation or trade readjustment assistance under TAA or NAFTA-TAA.

For participants who were eligible for unemployment compensation as a result of the qualifying dislocation, the payment may not exceed the applicable weekly level of the unemployment compensation benefit; or

For participants who did not qualify for unemployment compensation as a result of the qualifying layoff, the weekly payment may not exceed the poverty level for an equivalent period.

5.0 History.

| Name | Date | Rev. Level | Description of change | Effective Date |
|------------|------------|------------|-----------------------------------|----------------|
| Lori Hall | 10/21/2003 | A | New policy | |
| Deb O’Neil | 5/01/2009 | B | Update logo, contents, EO Officer | 7/01/2009 |

Auxiliary aids and services are available upon request to individuals with disabilities.

Equal Opportunity Employer Program
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