

## **ELIGIBILITY FOR INTENSIVE AND TRAINING SERVICES**

### **POLICY #: 100**

Date of Original Policy: N/A

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### **INTENSIVE SERVICES**

There are two categories of adults and dislocated worker who may receive intensive services as follows.

1. Adults and dislocated workers who are:
  - Unemployed
  - Have received at least one core service, such as an initial assessment or job search and placement assistance, and
  - Are determined by the One Stop Operator to be in need of more intensive services to obtain employment.
  
2. Adults and dislocated workers who are:
  - Employed
  - Have received at least one core service, such as an initial assessment or job search and placement assistance, and
  - Are determined by the One Stop Operator to be in need of more intensive services to obtain employment that leads to self sufficiency.

Being determined "eligible" for intensive services funded under WIA Title I-B does not entitle an individual to receive WIA Title I-B intensive services. The eligibility determination for intensive services shall be made on a case-by-case basis depending upon available funding, individual needs, and in accordance with the SWWDC priority of service policy.

All programs receiving WIA Title I-B funding will provide the SWWDC with specific strategies to ensure that effective management of case by case decision-making on individual eligibility for intensive services is occurring, including how the decision making process will be equitable and result in the SWWDC's priority populations being served.

There is no federally-required or state-required minimum time period for participation in core service before receiving intensive services funded under the WIA Title I-B Adult Employment and Training Grant.

### **TRAINING SERVICES**

Training services funded under WIA may be made available to employed and underemployed adults and dislocated workers who at a minimum:

- Have met the eligibility requirements for intensive services, and
- Receive at least one intensive service, and
- Have been determined by the case manager to be in need of training services to obtain employment. (See case notes information below), and
- Have the skills and qualifications to successfully complete the selected training program to be eligible to receive training services, and
- Are not be able to obtain grant assistance from other sources to pay the costs of training as described in 20 CFR 663.310(a)(4).

Case notes must contain a determination of need for WIA Title I-B training services with supporting documentation to include: (1) the development of an Individual Employment Plan (IEP), (2) the development of a financial plan to ensure the individual's ability to participate in training, (3) determination that the training is for an occupation in which the individual is likely to be able to obtain employment and, for classroom training only, (4) selection of the training provider from the Eligible Training Provider List after consultation with the Consumer Report System as documented on the individual's IEP.

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