

Capital Region Workforce Partnership (CRWP)
Workforce Development Board (WDB)
Workforce Innovation and Opportunity Act (WIOA) Service Policy #SP109

Needs-Related Payments

References:

Workforce Innovation Opportunity Act (WIOA); Final Rules, U.S. Department of Labor (DOL), Employment and Training Administration (ETA), (20 CFR §681. 570 and §688.120, 20 CFR §680.900 -20 CFR §680.970)

Workforce Innovation Opportunity Act (WIOA); Final Rules, U.S. Department of Labor (DOL), Employment and Training Administration, (ETA) Training and Employment Guidance Letter (TEGL)# 19-16, Dated March 1, 2107 & #21-16, Dated March 2, 2017

Effective Date: December 15, 2017

Replaces: Resource Management Policy #25

Purpose

To provide local guidance to ensure the proper use for the provision of needs-related payments for adult, dislocated worker and youth service providers.

Definition

Needs Related Payments are supportive service assistance authorized under WIOA for Needs Related Payments (NRP) for adults and dislocated workers and youth to provide financial assistance that will enable them to participate in training.

Background

To be eligible, an adult and youth participant over the age of 18 must meet the following requirements:

- Be unemployed, and
- Not qualify for, or have ceased qualifying for, unemployment compensation; and
- Must be enrolled in a program of training service under the Workforce Innovation and Opportunity Act, section 134 (c) (3).

Dislocated Workers, to be eligible, must meet the following requirements:

- Be unemployed, **and**
 - Have ceased to qualify for unemployment compensation or trade readjustment allowance under the Trade Adjustment Assistance (TAA); **and**
 - Be enrolled in a program of training services under section 134 (c) (3) of WIOA 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 by the end of the 8th week after 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 and be enrolled in a program of training services under WIOA section 134 (c) (3); and
- Must be enrolled in a program of training service under the Workforce Innovation and Opportunity Act, section 134 (c) (3).

Policy

Needs-Related Payment Determination: The payment level for Adults and Youth over the age of 18 must not exceed Virginia's maximum weekly levels of unemployment benefit compensation and cannot exceed the length of the training or 26 weeks, whichever one is greater.

The payment level for dislocated workers must not exceed the greater of either of the following:

- The applicable weekly level of the unemployment compensation benefit for participants who were eligible for unemployment compensation as a result of the qualifying dislocation; or
- The poverty level for an equivalent period, for participants who did not qualify for unemployment compensation as a result of the qualifying layoff. The weekly payment level must be adjusted to reflect changes in total family income.

The allowable maximum amount per occupational skills training term is \$520.

(Ex: \$20 a week for 26 weeks)

Documentation and Oversight

Service providers must ensure the following documentation is maintained in the customer file for the use of Needs Related Payments:

- WIOA eligibility
- A copy of any unemployment insurance (UI) entitlement decision or confirmation of UI benefits being exhausted will be maintained in each customer file. Or attestation form signed with the above information.
- A copy of the requests for training classes for each period of training (quarter, semester, block, class, etc.) will be maintained in each customer file. (A copy of the customers Individual Training Account (ITA) will be used as documentation).
- Verification of enrollment/registration, participation, and completion of training classes (confirmation from training office or course instructor) will be maintained in each customer file. A copy of class schedule will be maintained in each customer file and will be used as documentation. Monthly verifications of attendance and training progress will be reviewed.
- Each customer determined eligible and receiving Needs Related Payments (NRPs) will have signed a copy of to his/her understanding of the requirements and instruction.
- Proof of payment

Signed By:



Director