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**Policy Letter 01-2024**

**Policy: Limited Funds Status and Priority of Service with Workforce Investment and Opportunity Act (WIOA) Adult and Dislocated Worker Funds for Job Seekers and Businesses.**

**I. PURPOSE**

The purpose of this policy is to establish guidance for determining limited funds and identify priority of service for adults and dislocated workers. This policy will also ensure all individuals have access to services and stay engaged in the workforce system during limited funds status.

**II. WORKFORCE INVESTMENT BOARD APPROVAL**

Motion \_\_\_-2024 Approved March 15, 2024.

**III. Policy Cancellation**

Policy Letter 01-2014 is cancelled and replaced by this Policy Letter.

**IV. BACKGROUND**

Due to the continued reduction in federal funding allocations, WIOA funding for adult and dislocated worker services is generally limited. However, the limitation of funds should not adversely affect individuals needing services. Local workforce investment areas provide universal, core services that keep all individuals engaged in the workforce system and connect individuals to employment. These universal, core services prevent local areas from turning away individuals during times of limited funds status.

**IV. IMPLEMENTATION**

1. Priority for all funding

Priority for all WIOA funding for adults, dislocated workers, or to support business directed incumbent worker training shall be as follows:

Priority 1: WDA16 Resident Veterans

Priority 2: WDA16 Residents who work at WDA16 located businesses.

Priority 3: WDA16 located businesses.

Priority 4: WDA16 Residents who work outside of WDA16.

Funding for this priority is at the County OMJ Center discretion.

Priority 5: Businesses located outside WDA16 but employ WDA16 residents. Funding for this priority is at the County OMJ Center discretion.

B. Criteria for Determining Limited Funds:

The process of determining limited funds must take into account the leveraging of funds from other programs and grants with WIOA funds. Once the Area is 75% obligated in Adult WIOA or Dislocated Worker funding we will consider the WIOA Adult program or Dislocated Worker program as being in a limited funds status.

C. Criteria for priority of service.

As with existing policy at the federal level through the Jobs for Veterans Act, with all things being equal, veterans receive priority over non-veterans for access to any and all program services.

Priority of service cannot be limited to county of residence so with that being identified WDA16 has established the following criteria for priority of services. All criteria shall be directed to recipients of public assistance and other low-income individuals for intensive services and training services in the following order.

County of Resident Veterans

County Residents

WIOA-16 Veterans

WIOA-16 Residents

Ohio Veterans

Ohio Residents

C. Process for establishing and maintaining waiting lists for

Services.

In the event that limited funds are invoked each county will collect applications. Applications will be maintained in the order as they apply. Priority of service as identified in IV.B. will still apply when calling individuals in especially if Limited funds are still in effect.

D. Process for maintaining access to universal, core services for all individuals including the types of services individuals will receive while local areas are in limited funds status.

WIOA identifies the services which shall be available to adults and dislocated workers through the Job Center delivery system. WDA16’s job center system will continue to provide services identified in the Act even in limited funds. We again will follow the priority of services as identified.

END