

Region III Workforce Investment Board  
WIOA Adult and Dislocated Worker Program

**Policy 01-16**

**SUBJECT:** Priority of Service for WIOA Adult Funding

**DATE ISSUED:** July 13, 2016

**EFFECTIVE DATE:** July 1, 2016

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**REFERENCE(S):** WIOA Sections 3 and 134; 20 CFR §680.150, 680.610, and §680.650; 38 U.S.C. 101 and 4213 and 4215; 20 CFR 101; 20 CFR §683.230; and WorkForce WV WIOA Policy 2-16.

**ACTION:** Priority of Service will be as follows:

1. **First Priority:** Veterans and eligible spouses (covered persons) who are low-income or recipients of public assistance or who are basic skills deficient.
2. **Second Priority:** Individuals (non-covered persons) who are low-income or recipients of public assistance or individuals who are basic skills deficient.
3. **Third Priority:** Veterans and eligible spouses who are not low-income and are not recipients of public assistance or basic skills deficient.
4. **Fourth Priority:** Individuals who do not meet the above priorities.

**Definitions:**

**Low Income:** An individual who:

- a. Receives, or is a member of a family that receives cash benefits under a federal, state, or local income based public assistance program;
- b. Received an income, or is a member of a family that received a total family income, for the 6-month period prior to application for the program involved (exclusive of unemployment compensation, child support payments, payments described in subparagraph (A), and old-age survivors' insurance benefits received under Section 202 of the Social Security Act that, in relation to family size, does not exceed the higher of:
  - i. The poverty line for an equivalent period; or
  - ii. 70% of the lower living standard income level, for an equivalent period;
- c. Is a member of a household that receives (or has been determined within the 6-month period prior to application for the program involved to eligible to receive) food stamps pursuant to the Food Stamp Act of 1977;
- d. Qualifies as a homeless individual, as defined in subsection (a) and (c) of Section 103 of the Stewart B. McKinney Homeless Assistance Act.

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- e. Is a foster child on behalf of whom State or local government payments are made; or
- f. In cases permitted by regulations promulgated by the Secretary of Labor, is an individual with a disability whose own income meets the requirements of the program, but who is a member of a family whose income does not meet such requirements.

**Basic Skills Deficient:** An individual unable to compute or solve problems, read, write or speak English, at a level necessary to function on the job, in the individual's family, or in society.

For WIOA purposes, the State further defines Basic Skills Deficient as an individual who:

- Lacks a high school diploma or high school equivalency and is not enrolled in secondary education.
- Enrolled in a Title II Adult Education/Literacy program.
- Reading and/or Math assessment at an 8.9 or below grade level. (Regions using WorkKeys assessment will be WorkKeys level at or below 4).
- Determined to be Limited English Skills proficient through staff-documented observations.
- Other objective criteria determined to be appropriate by the local area and documented in its required policy.

**Regional Policy:**

Region III WIB will follow the Priority of Service Policies as determined by ETA and WorkForce WV. Region III WIB will also adopt the definition of "Basic Skills Deficient" as defined above.