



WORKFORCE BOULDER COUNTY

DATE: January 3, 2005

WfBC POLICY SERIES # 2005-02

**SUBJECT: WORKFORCE INVESTMENT ACT (WIA) –
WIA SELF-SUFFICIENCY THRESHOLD**

PURPOSE: This policy establishes a self-sufficiency standard of \$16.43 earned wages per hour to determine eligibility for employed registrants requesting Intensive and Training services under Title IB of the Workforce Investment Act (WIA). The standard applies to all employed registrants, both adults and dislocated workers. This policy outlines the procedure, and defines the self-sufficiency wage standard and related acceptable documentation.

REPLACE: N/A

REVISED: N/A

- I. REFERENCES:** The Workforce Investment Act of 1998 (Pub.L. 105-220), August 7, 1998; Section 134(d)(3)(a)(ii) and WIA Intern Final regulation, Subpart G – On-the-Job Training (OJT) and Customized Training Section 663.600. CDLE, PGL 00-11-WIA1
- II. BACKGROUND:** The Workforce Investment Act of 1998 (WIA) requires that in the event that funds allocated to a local region are used to provide Intensive and Training services for employed workers, the Local Board must establish a self-sufficiency wage standard which is to be used in determining the eligibility of the employed worker. At a minimum, such criteria must provide that self-sufficiency means employment that pays at least the lower living standard income level, as defined in WIA section 101(24).

III. ACTION/POLICY:

This policy establishes a self-sufficiency wage standard to be used to determine an adult or dislocated worker's employed individual eligibility for Intensive and Training service programs. The self-sufficiency wage standard will allow Workforce Boulder County to:

- Extend services to low-income workers and place them on a path to self-sufficiency.
- Target high-wage industry sectors of the economy and occupations for training and assist in developing customized training programs.
- Offer training in occupations with career ladders that lead to self-sufficiency.

- Make job-training programs that lead to self-sufficiency a priority.

Policy

The self-sufficiency threshold is \$16.43 earned wages per hour to determine eligibility for registrants requesting Intensive and Training services under Title IB of the Workforce Investment Act (WIA). This threshold applies to all employed registrants, both adults and dislocated workers.

Definition

Self-sufficiency for adult and dislocated workers shall be defined as employment for the worker that provides a wage that is equal to or greater than 75% of the average wage of all industries sectors in Boulder County. The source of the average wage of all industry sectors in Boulder County is the Quarterly Census of Employment and Wages (QCEW), published by the State of Colorado, Department of Employment and Training. The Annual Average 2003 QCEW for Boulder County is \$21.90. The self-sufficiency average wage will be updated annually. Self-sufficiency will take into account the special needs of individuals with disabilities and other living situations causing higher living expenses, such as family size, local economic conditions, and dislocated workers' wage at layoff. The Employee Specialist will document the need to increase the self-sufficiency wage based on higher living expenses. The WIA Program Manager will approve in writing the self-sufficiency wage adjustment and file it in the adult or dislocated worker's case file.

Procedure

The WIA employment and training programs mandate a universal access one-stop system with a tiered approach to service delivery. When an employed registrant is unable to obtain or retain employment that leads to self-sufficiency through the Core and Intensive services, documentation must be collected to prove the adult and dislocated workers' per hour earned wages were at or below \$16.43 per hour prior to enrollment into training.

Acceptable Documentation

Collection of one (1) of the following documents is required to establish that an employed adult or dislocated worker registrant's per hour earned wage is at or below the \$16.43 self-sufficiency threshold on the date of enrollment.

1. A current pay stub showing per hour earned wages.
2. A letter from an employer substantiating per hour earned wages.
3. A collateral contact with the employer substantiating per hour earned wages.
4. As a last recourse, self-attestation of per hour earned wages by the registrant will be accepted.

Employed WIA adult and dislocated worker registrants whose per hour earned wages are above \$16.43 per hour will not be enrolled into the training program covered by this policy.

IV. IMPLEMENTATION DATE:

January 3, 2005

- V. **INQUIRIES:** All inquiries should be addressed to WfBC Program Manager, Erin Jones

Tom Miller, Executive Director

Date