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## **WIOA Priority of Service Policy & Procedures**

### Purpose

This policy will serve as a guide to inform eligible WIOA participants of Priority of Service for individuals with barriers to employment. Verification of the priority of service is considered during the financial projection and program eligibility phases.

The purpose of this policy is to describe and detail the requirements for local policies concerning the priorities of service for applicants in WIOA Title I-B programs and services in accordance with the Workforce Innovation and Opportunity Act of 2014 (WIOA), the WIOA Final Rule, Training and Employment Guidance Letters (TEGLs) published by the Employment and Training Administration of the U.S. Department of Labor (ETA), and policies of the Arkansas Workforce Development Board (AWDB) and the Southeast Arkansas Workforce Development Board (SEAWDB).

### Reference: (WIOA Law)

<https://www.congress.gov/113/bills/hr803/BILLS-113hr803enr.pdf>

### Policy:

In addition to statutory requirements concerning eligibility and priority for particular programs (including veterans priority for all programs), all programs of WIOA Title I-B must focus on serving individuals with barriers to employment, as detailed below [TEGL 19-16]. This does not mean that these individuals are the only ones who can be served, but that priority must be given to individuals identified as having barriers to employment after individuals who meet statutory priority requirements.

All levels of priority must meet program eligibility criteria. Populations who should be included as “individuals with barriers to employment,” are:

- a) Displaced homemakers, as defined in WIOA § 3(16) and ADWS Policy No. WIOA I-B – 2.4 (Eligibility for Dislocated Worker Program)

- b) Low-income individuals, as defined in WIOA § 3(36) and ADWS Policy No. WIOA I-B – 1.2 (Definitions)
- c) Indians (as defined in WIOA § 166(b) and 25 U.S.C 450b), Alaska Natives (as defined in WIOA § 166(b) and 43 U.S.C 1602(b),(r)), and Native Hawaiians (as defined in WIOA § 166(b) and 20 U.S.C 7517)
- d) Individuals with disabilities, including youth who are individuals with disabilities, as defined in WIOA § 3(25) and ADWS Policy No. WIOA I-B – 1.2 (Definitions) and including individuals who are recipients of Social Security Disability Insurance [TEGL 19-16]
- e) Older individuals, defined as age 55 or older [WIOA § 3(39)]
- f) Ex-offenders or offenders [TEGL 19-16], as defined in WIOA § 3(38) and ADWS Policy No. WIOA I-B – 1.2 (Definitions)
- g) Homeless individuals, including runaways and homeless children and youth, as defined in TEGL 19-16 and ADWS Policy No. WIOA I-B – 1.2 (Definitions)
- h) Youth who are in or have aged out of the foster care system
- i) Individuals who are English language learners, as defined in WIOA § 203(7) and ADWS Policy No. WIOA I-B – 1.2 (Definitions)
- j) Individuals who have low levels of literacy (i.e. Basic Skills deficient [TEGL 19-16]), as defined in ADWS Policy No. WIOA I-B – 1.2 (Definitions)
- k) Individuals facing substantial cultural barriers to employment, as defined in ADWS Policy No. WIOA I-B – 1.2 (Definitions)
- l) Eligible migrant and seasonal farmworkers, as defined in WIOA § 167(i)(1-3) and ADWS Policy No. WIOA I-B – 1.2 (Definitions)
- m) Individuals within 2 years of exhausting lifetime eligibility under TANF (See 42 U.S.C. 601 et seq.)
- n) Single parents (custodial and non-custodial, mothers and fathers) and single pregnant women [TEGLs 19-16 & 21-16])
- o) Long-term unemployed individuals, as defined in ADWS Policy No. WIOA I-B – 1.2 (Definitions)

Veterans:

For the purposes of implementing priority of service, a “veteran” is a person who served at least one day in the active military, naval, or air service, and who was discharged or released there from under conditions other than dishonorable. Active service includes full-time Federal service in the National Guard or a Reserve component. This definition of “active service” does not include full-time duty performed strictly for training purposes (i.e., that

which often is referred to as “weekend” or “annual” training), nor does it include full-time active duty performed by National Guard personnel who are mobilized by state rather than Federal authorities, such as mobilization in response to events such as natural disasters).

Veterans and eligible spouses receive priority of service for all WIOA programs. A veteran or eligible spouse must meet the programs eligibility criteria to receive services.

**Order of Priority of Services:**

1. First priority of service is veterans and eligible spouses who are also included in the groups given statutory priority for WIOA Title I-B Adult formula funds. This means that veterans and eligible spouses who are also recipients of public assistance, other low-income individuals, or are individuals who are basic skills deficient would receive first priority for services with WIOA Adult formula funds for individualized career services and training services.
2. Second priority of service is individuals who are not veterans or eligible spouses, but who are recipients of public assistance, other low-income individuals, or are individuals who are basic skills deficient.
3. Third priority of service is given to veterans and eligible spouses who are not recipients of public assistance, are not other low-income individuals, and are not basic skills deficient.
4. Fourth priority of service is individuals who do not meet the statutory requirements for priority, are not veterans or eligible spouses, but are members of the DOL identified “Hard to Serve” population.
5. The last priority of service is given to individuals who are not veterans, eligible spouses, recipients of public assistance, other low-income individuals, basic-skills deficient.

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Approved:

  
SEAWDB Chairperson

1-16-19  
Date

Amended:

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SEAWDB Chairperson

Date