

Operational Policy NO. OP – 430 Change 1

SUBJECT: Self-Sufficiency

Effective Date: PY18 – 12/10/2018

BACKGROUND:

To update the State WIOA Self-Sufficiency Wage Standards for grant recipients on the use when determining eligibility for participants in need of Individualized Career Services and/or Training Services under the Workforce Innovation and Opportunity Act (WIOA).

REFERENCE(S):

- Workforce Innovation and Opportunity Act (WIOA) §134(a)(3)(A)(xii) and §133(b)(2)(B)
- WIOA Joint Final Rules, 680.210

POLICY:

The State Administrative Entity is responsible for reviewing and updating the self-sufficiency standard for each local area using a living wage model or comparable data that draws upon geographically specific expenditures that incorporates the income need of individuals, families and sub-state geographical considerations. This information is then applied by Workforce Connection of Central New Mexico (WCCNM) when determining eligibility for employed individuals to determine if they meet Self-Sufficiency Wage Standards before approving Individualized Career Services and/or Training Services. The self-sufficiency wage is included in the annual WCCNM grant agreements and may be revised as needed.

WCCNM will use the following definition of “self-sufficiency” as it applies to a currently employed worker who is applying for WIOA Individualized Career Services and/or Training Services through the local workforce development system:

- An individual who is employed in a full-time job (employment that provides compensation for at least 32 hours each week) at a pay rate at or above the designated self-sufficiency wage shall be considered to have achieved employment that allows for self-sufficiency. Therefore, the individual shall be considered to be self-sufficient and a determination shall be made that Individualized Career Services and/or Training Services are not required.
- If the individual’s current job does not meet the definition of “Employment Leading to Economic Self-Sufficiency,” Individualized Career Services and/or Training Services may be offered as determined appropriate.

Requirement for Documenting “Self-Sufficiency”

1. Information about the customer’s current hourly wage must be recorded in the “Work History” portion of the State’s management information system, including each of the following elements:
 - Job Title
 - Employer Name
 - Dates of Employment: From / To (Month, Year)
 - Wage
 - Wage Type (Hourly, Annual, Other)
 - Hours per Week

2. Acceptable verification sources include:
 - Copy of a recent paycheck or paystub
 - Employer letter or other document describing the customer’s current wage
 - Self-Attestation (method of last resort)

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SELF-SUFFICIENCY WAGE STANDARDS – EFFECTIVE JULY 1, 2017

Workforce Connection of Central NM	\$33.26/Hour
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EXCEPTION:

If the individual is an eligible Dislocated Worker, “self-sufficiency” shall be defined as full-time employment at a rate of pay equal to or greater than the **pre-layoff wage rate**– even if the pre-layoff wage was greater than the designated self-sufficiency wage.

APPLICABILITY:

WIOA Adult/Dislocated Worker and Youth Provider

INQUIRIES:

WIOA Manager 505-724-3629