

## **Tompkins County Workforce Development Board**

### **Self-Sufficiency Policy**

#### **Purpose**

This policy defines the self-sufficiency wage level for the Tompkins County Local Workforce Development Area (LWDA).

#### **Background**

Workforce Innovation and Opportunity Act (WIOA) Section 134(c)(3)(A)(i)(I)(bb) requires that eligibility for training services for Adults and Dislocated Workers include a determination that the customer needs training services to obtain or retain employment that leads to economic self-sufficiency or wages comparable to or higher than wages from previous employment.

The Tompkins County Workforce Development Board has the responsibility for defining the self-sufficiency level for the LWDA.

#### **Policy**

**Self-Sufficiency Wage Rate:** The economic self-sufficiency level for Adults and Dislocated Workers in the Tompkins County LWDA is the Tompkins County Living Wage calculated by Cornell University School of Industrial and Labor Relations Ithaca Co-Lab and the Tompkins County Workers Center. The wage shall be adjusted automatically to reflect updated Tompkins County Living Wage calculations upon their official publication. This rate serves as the benchmark for determining eligibility for WIOA training services when assessing whether an individual requires training to achieve economic self-sufficiency.

**Policy Review:** The Tompkins County Workforce Development Board One Stop Operations & Oversight Committee in consultation with Deputy Director – Career Center shall conduct a comprehensive review of this policy every January to evaluate its effectiveness, implementation challenges, and potential modifications.

#### **Documentation**

Staff must write a supporting comment in OSOS with the self-sufficiency determination. Use the SENSE Case Note Writing Model (SENSE- Situation, Evaluation, Next Steps, Sufficient Information, Employment Related).

#### **References**

- WIOA Section 134(c)(3)(A)(i)(I)(bb)
- New York State Department of Labor Workforce Development System Technical Advisory #15-03
- United States Department of Labor Employment and Training Administration Training and Employment Guidance Letter TEGL No. [19-16](#)