



## **Tompkins County Workforce Development Board Needs Related Payments Policy**

### **Purpose**

Needs-related payments provide financial assistance to participants for the purpose of enabling them to participate in training and are a supportive service authorized by WIOA sec. 134(d)(3). Unlike other supportive services, in order to qualify for needs-related payments a participant must be enrolled in training.

Contingent on available funding a stipend of \$125.00\* per week (or actual UI rate, whichever is LESS) will be available to all participants on a bi-weekly basis while in school full time for a maximum of 52 weeks not to exceed \$7,000 if they meet the following:

### ***Adults***

- Unemployed
- do not qualify for, or have ceased to qualify for UI; and
- are enrolled in a program of training services
- family income (based on family-size) does not exceed 250% of the poverty level.

### ***Dislocated Workers***

- Unemployed and
- have ceased to qualify or did not qualify for UI or TAA; and
- were enrolled in a program of training services by the end of the 13<sup>th</sup> week after the most recent layoff that resulted in Dislocated Worker Status; and
- family income (based on family-size) does not exceed 250% of the poverty level.

### **Definition of Unemployed**

According to the Department of Labor, people are classified as unemployed if they do not have a job, have actively looked for work in the prior 4 weeks, and are currently available for work. Actively looking for work may consist of any of the following activities:

- Contacting:
  - An employer directly or having a job interview
  - A public or private employment agency
  - Friends or relatives
  - A school or university employment center
- Submitting resumes or filling out applications
- Placing or answering job advertisements
- Checking union or professional registers
- Some other means of active job search

## **Department of Labor Federal Registrar Supportive Services**

### **§ 680.930 What are needs-related payments?**

Needs-related payments provide financial assistance to participants for the purpose of enabling them to participate in training and are a supportive service authorized by WIOA sec. 134(d)(3). Unlike other supportive services, in order to qualify for needs related payments a participant must be enrolled in training.

### **§ 680.940 What are the eligibility requirements for adults to receive needs related payments?**

Adults must:

- (a) Be unemployed;
- (b) Not qualify for, or have ceased qualifying for, unemployment compensation; and
- (c) Be enrolled in a program of training services under WIOA sec. 134(c)(3).

### **§ 680.950 What are the eligibility requirements for dislocated workers to receive needs-related payments?**

To receive needs-related payments, a dislocated worker must:

- (a) Be unemployed, and:
  - (1) Have ceased to qualify for unemployment compensation or trade readjustment allowance under TAA; and
  - (2) Be enrolled in a program of training services under WIOA sec. 134(c)(3) by the end of the 13th week after the most recent layoff that resulted in a determination of the worker's eligibility as a dislocated worker, or, if later, by the end of the 8th week after the worker is informed that a short-term layoff will exceed 6 months; or
- (b) Be unemployed and did not qualify for unemployment compensation or trade readjustment assistance under TAA and be enrolled in a program of training services under WIOA sec. 134(c)(3).

### **§ 680.960 May needs-related payments be paid while a participant is waiting to start training classes?**

Yes, payments may be provided if the participant has been accepted in a training program that will begin within 30 calendar days. The Governor may authorize local areas to extend the 30- day period to address appropriate circumstances.

### **§ 680.970 How is the level of needs-related payments determined?**

- (a) The payment level for adults must be established by the Local WDB. For statewide projects, the payment level for adults must be established by the State WDB.
- (b) For dislocated workers, payments must not exceed the greater of either of the following levels:
  - (1) The applicable weekly level of the unemployment compensation benefit, for participants who were eligible for unemployment compensation as a result of the qualifying dislocation; or
  - (2) The poverty level for an equivalent period, for participants who did not qualify for unemployment compensation as a result of the qualifying layoff. The weekly payment level must be adjusted to reflect changes in total family income, as determined by Local WDB policies.

### **Clarification to Policy**

**1. Semester breaks of 14 days or less**

Customers eligible for needs-related payments shall be paid for school breaks<sup>1[1]</sup> lasting 14 weekdays or less with no obligation on their part.

**2. Semester breaks of 15 days or more**

Customers eligible for needs-related payments shall be paid for school breaks lasting 15 weekdays or more if they are in compliance with bi-weekly employment-related activities designed and monitored by Workforce Development Specialists.

### ***Important Notes:***

***\*WIOA should be the last option of funding if other programs or providers are available. Denial of other services should be annotated to OSOS.\****

***\*All needs related payments should have an appropriate corresponding comment entered in OSOS. Please make sure that all OSOS fields are updated to meet eligibility requirements. E.g. Work History, Employment status.\****

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<sup>1[1]</sup> School breaks are defined as Spring Break, Winter/Christmas Break, etc. and the period of time between Fall and Spring; Spring and Summer; and Summer and Fall semesters. Under no circumstances will customers be allowed to collect needs-related payments over the summer if they are not attending classes.