

# **Workforce Innovation and Opportunity Act**

## **Adult Eligibility**

As of August 12<sup>th</sup>, 2020

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# WIOA Title 1 Authority

- Workforce Innovation and Opportunity Act of 2014
- Training and Employment Guidance Letter 19-16 - Guidance on Services Provided through Adult and Dislocated Worker under WIOA - dated March 1<sup>st</sup>, 2017
- WIOA E-Policy Chapter 5 - General Eligibility
- WIOA E-Policy Chapter 5.1.1 - 1.1.4 - Selective Service
- WIOA E-Policy Chapter 5.2 - Adult Eligibility
- WIOA E-Policy Chapter 5.5 - Low-Income Individuals
- WIOA E-Policy Chapter 5.6 - Service Priorities
- Commerce Notice NO. 19-NOT-01, Change 1 - Basic Skills Deficiency

Below is the URL to the Apprenticeship Resources Page - See Eligibility Documents

<https://www.illinoisworknet.com/partners/Pages/ApprenticeshipResources.aspx>

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# Apprenticeship Expansion Grantees

- Prior to reviewing this presentation on Adult Eligibility, it is important that you **view and understand** the details that were covered in the previous presentations on:
  - **WIOA General Eligibility**
  - **WIOA Low Income**

# WIOA Adult Eligibility

- WIOA E-Policy Chapter 5.2 - Adult Eligibility
  - WIOA Legislation requires that an Adult be 18 years of age or older
  - Be a citizen or noncitizen authorized to work in the US; and
  - Meet Military Selective Service registration requirements (males only)

# WIOA Adult Priority

- WIOA Adult clients who meet WIOA Low Income criteria are a priority under WIOA Legislation.
- WIOA Adult clients who are determined “Basic Skills Deficient” (BSD) or are considered English Language Learners (ELL) are a priority under WIOA Legislation.
- It is important to understand, Low Income, BSD & ELL are equal priorities under the Adult title.

# Veterans Priority of Service

- As was addressed in the WIOA General Eligibility presentation, based on guidance in the Jobs for Veterans Act, a Veteran or Qualified Spouse of a Veteran must receive priority of service over other qualified individuals who are not a Veteran or Qualified Spouse of a Veteran.

## Priority Per WIOA E-Policy 5.6 Service Priorities

1. Veterans and eligible spouses who meet WIOA low-income criteria, **or are BSD or ELL.**
2. Individuals who are not veterans, who meet WIOA low-income criteria, **or are BSD or ELL.**
3. Veterans or eligible spouses who do not meet WIOA low-income criteria, **and are not BSD or ELL.**
4. Non-veterans who do not meet WIOA low-income criteria, **and are not BSD or ELL.**

# WIOA Low Income

- As was addressed in the WIOA Low Income presentation there are eight different ways an Adult client could meet WIOA Low Income criteria.
- If a client meets any one of the eight WIOA Low Income criteria, they should receive priority under the WIOA Adult title for the Apprenticeship Expansion program.



# Basic Skills Deficient

- Basic Skills Deficient -respect to an individual— (A) who is a youth, that the individual has English reading, writing, or computing skills at or below the 8th grade level on a generally accepted standardized test; or (B) who is a youth or adult, that the individual is unable to compute or solve problems, or read, write, or speak English, at a level necessary to function on the job, in the individual's family, or in society.

# Basic Skills Deficient (BSD)

- If an individual scores at or below 8<sup>th</sup> Grade Level on either their Math or Reading Assessment test they should be determined BSD.
- In WIOA Notice NO 19-NOT-01, Change 1 that was released by OET Policy on July 9<sup>th</sup>, 2020, it includes an alternative way an individual can be determined BSD using the Basic Skills Screening Tool.
- Lastly, if an individual is assessed as an English Language Learner (ELL), they are also determined to meet BSD criteria.

# Basic Skills Screening Tool

- If an individual replies “No” to any of the following questions on the screening tool, they can be determined BSD:

- 1) Do you have a high school diploma, General Education Development (GED) certificate or High School Equivalency Diploma (HSED)?  Yes  No  Currently in high school (does not include GED or HSED programs)
- 2) Can you follow basic written instructions and diagrams with no help or just a little help?  Yes  No
- 3) Can you fill out basic medical forms and job applications?  Yes  No
- 4) Can you add, subtract, multiply and divide with whole numbers up to 3 digits?  Yes  No
- 5) Can you do basic tasks on a computer?  Yes  No
- 6) Do you speak and read English well enough to get and keep a job?  Yes  No

# English Language Learner (ELL)

- English Language Learner - when used with respect to an eligible individual, means an eligible individual who has limited ability in reading, writing, speaking, or comprehending the English language, and (A) whose native language is a language other than English; or (B) who lives in a family or community environment where a language other than English is the dominant language.

# BSD or ELL

- Within the Apprenticeship Expansion Application there are questions that if indicated with a check mark will correspond with the barrier of BSD or ELL.
- If these are identified when eligibility determination is being completed, it will require documentation to support the barrier.

# Goals & Current Situation

- Within the Apprenticeship Expansion Application on Goals & Current Situation screen there are questions under the Education section of “I have a hard time with reading, writing, and/or math.” and “I have trouble with reading or speaking English.” If either of those are checked as part of the application, the client will be identified with the barrier of BSD or ELL.

## EDUCATION

- I am currently in school.
- I have a hard time with reading, writing, and/or math.
- I have trouble with reading or speaking English.

# Basic Skills Deficient (BSD)

- For the question “I have a hard time with reading, writing, and/or math.” This is tied to the definition of the BSD and below are the current acceptable documentation choices available.

Select Verification Type

Results from authorized assessment test

School Records verifying applicant unable to take assessment test

Unable to Verify

Basic Skills Screening Tool

I have a hard time with reading, writing, and/or math.\*

No authorized assessment results are available within the past 6 months.

[Add Assessment Results](#)

# English Language Learner (ELL)

- For the question “I have trouble with reading or speaking English.” - This is the barrier of ELL.
- Shown directly below are the acceptable documentation choices for the barrier of ELL.

Select Verification Type

Case notes from Career Planner

Results from authorized assessment test

WIOA application (signed and dated)

Unable to Verify

Basic Skills Screening Tool

I have trouble with reading or speaking English.\*

No authorized assessment results are available within the past 6 months.

[Add Assessment Results](#)



# WIOA Adult Eligibility

- To recap, for overall WIOA Adult Eligibility a client must be 18 years of age or older, be legally authorized to work in the U.S. and if a male, who was born on or after 1/1/1960, be compliant with Selective Service requirements.

# Adult Eligibility and Priorities

- However, it is important that the priorities laid out in the OET WIOA Priorities Policy is followed, meaning:
  - Veterans Priority of Service must be followed.
  - Any qualified Adult who meets WIOA Low Income criteria (please see separate power point on WIOA Low Income) or is Basic Skills Deficient or is considered an English Language Learner must be served priority to eligible Adults who do not meet the priorities laid out.

# WIOA Adult Eligibility

- This concludes the presentation on WIOA Adult Eligibility.
- If you have any questions feel free to contact me at [james.potts@Illinois.gov](mailto:james.potts@Illinois.gov) or you can call me at (217) 416-7097.

The Illinois workNet Center System, an American Job Center, is an equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities. All voice telephone numbers may be reached by persons using TTY/TDD equipment by calling TTY (800) 526-0844 or 711. This workforce product was funded by a grant awarded by the U.S. Department of Labor's Employment and Training Administration. For more information, please refer to the footer at the bottom of any webpage at [illinoisworknet.com](http://illinoisworknet.com).