



Illinois
Department of Commerce
& Economic Opportunity
OFFICE OF EMPLOYMENT & TRAINING

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LOW-INCOME INDIVIDUALS

WIOA requires that all registered participants meet minimum eligibility requirements depending on the program for which they are being enrolled.

1. As outlined in the WIOA Policies on eligibility in the Program Eligibility chapter of this policy manual:
 - A. Low-income may be a qualifying criteria for being determined eligible for the youth program. These individuals are considered as having a barrier to employment.
 - B. Participants of the Adult program must receive priority of services if they are a Low-income Individual, among other priority criteria.

2. A low-income individual is a person who:
 - A. Personally receives or received in the past six (6) months or is a member of a Family that receives or received in the past six (6) months assistance through the Supplemental Nutrition Assistance Program established under the Food and Nutrition Act of 2008, the program of block grants to states for Temporary Assistance for Needy Families program under part A of Title IV of the Social Security Act or the Supplemental Security Income program established under Title XVI of the Social Security Act, or State or local income-based Public Assistance ; or
 - B. Is in a family with total family income that does not exceed the higher of:
 - 1) The poverty line; or
 - 2) Seventy percent (70%) of the Lower Living Standard Income Level; or
 - C. Is a Homeless Individual (as defined in Section 41403(6)) of the Violence Against Women Act of 1994 (42 USC. 14043e-2(6)), or a Homeless child or youth (as defined under Section 725(2)) of the McKinney-Vento Homeless Assistance Act (42 USC. 11434a(2)); or
 - D. Receives or is eligible to receive a free or reduced price lunch under the Richard B. Russell National School Lunch Act (42 USC 1751 et seq.); or
 - E. Is a Foster Child on behalf of whom state or local government payments are made; or

- F. Is an Individual with a Disability whose own income does not exceed the higher of:
 - 1. The poverty line; or
 - 2. Seventy percent (70%) of the lower living standard income level, but who is a member of a family whose income does not meet this requirement; or
 - G. A youth Customer living in a high-poverty area.
3. In making determinations of low-income status, the list of income source inclusions and exclusions found in the Income Guidelines and Lower Living Standard Income Level (LLSIL) Boundaries attachment of the attached WIOA Notice.
- A. Any income source NOT included on the exclusions list of income sources should be interpreted as being an inclusion of the income source.
4. When past income is an eligibility determinant for federal employment or training programs, any amounts received as military pay or allowances by any person who served on active duty, and certain other specified benefits must be disregarded for the Veteran and for other individuals for whom those amounts would normally be applied in making an eligibility determination.
- A. Military earnings are not to be included when calculating income for veterans or transitioning service members for this priority, in accordance with Eligibility Requirements for Veterans under Federal Employment and Training Programs(38 U.S.C. 4213).
 - B. Please reference the attachment on Inclusions and Exclusions for Determining Family Income for further guidance.
5. All determinations of low-income status for customers must be supported by proper documentation of the qualifying condition as outlined in the WIOA Title IB General and Fund Source Eligibility Requirements and Documentation Sources attachment.

Inclusions and Exclusions for Determining Family Income

Included in Family Income

- Any monetary compensation for services, including wages, tips, salary, commissions, or fees, before any deductions
- Wages received while on reserve/guard drill duty in the Armed Forces
- *Unemployment compensation
- Net receipts from non-farm self-employment (receipts from a person's own unincorporated business, professional enterprise, or partnership, after deductions for business expense)
- Net receipts from farm self-employment (receipts from a farm which one operates as an owner, renter, or sharecropper, after deductions for farm operating expenses)
- Regular payments from railroad retirement, strike benefits from union funds, worker's compensation, and training stipends
- Alimony (excludes one-time property settlements)
- *Child support payments
- Financial assistance from outside of the household – regular payments received from non-household members or absent family members (excludes gifts or sporadic assistance)
- Pensions, whether private or government employee (including military retirement pay)
- *Social Security Old Age and Survivors' Insurance (OASI) benefit payments received under Section 202 of the Social Security Act
- Regular insurance or annuity payments
- Accident, health and casualty insurance proceeds, unless lump sum
- College or university scholarships (not needs-based), grants (excluding Pell grants), fellowships, and assistantships
- Dividends, interest, net rental income, net royalties, periodic receipts from estates or trusts
- Net gambling or lottery winnings
- Social Security Disability Insurance (SSDI) payments
- Terminal leave pay, severance pay or a cash out of accrued vacation leave
- Disaster Relief Employment wages
- On-the-Job Training (OJT) wages
- IRA Withdrawals that are taxable by the United States Revenue Services

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Not Included in Family Income

- Payments received under the Trade Readjustment Act (TRA) of 1974, and subsequent amendments
- Needs-based scholarship assistance
- Financial assistance under Title IV of the Higher Education Act (i.e., Pell Grants, Federal Supplemental Educational Opportunity Grants and Federal Work Study)
- Cash welfare payments under a Federal, State or local income-based public assistance program (e.g., Temporary Assistance for Needy Families (TANF), Supplemental Security Income (SSI), Refugee Cash Assistance (RCA), General Assistance (GA), Emergency Assistance), and non-federally funded general assistance or general relief money payments)
- Foster child care payments
- Adoption subsidies
- Jury duty pay
- Indian judgment funds distributed as per capita payments to members of Indian tribes
- Non-cash benefits such as employer-paid or union-paid fringe benefits, food or housing received in lieu of wages
- Medicare, Medicaid, food stamps, school meals, and housing assistance
- Any assets drawn down as withdrawals from a bank, sale of a home, property or car
- Capital gains
- Allowances received while serving on active duty (cost of living, overseas cost of living, clothing, dislocation, housing, overseas housing, travel, per diem, and subsistence)
- Military family allotments (voluntary/automatic deduction from military member's paycheck which is sent home to family members)
- Payments and allowances received under Title 38, including the following Chapters (i.e., payment and allowances received while serving on active military duty, compensation for service-connected disability, compensation for service-connected death, duty pay for reservists called to active military duty)

Chapter 11 – Compensation for Service-Connected Disability or Death

Chapter 13 – Dependency and Indemnity Compensation for Service-Connected Deaths

Chapter 30 – All-Volunteer Force Educational Assistance Program

Chapter 31 – Training and Rehabilitation for Veterans with Service-Connected Disability

Chapter 33 – Post-9/11 G.I. Bill

Chapter 35 – Survivors' and Dependents' Educational Assistance

Chapter 36 – Administration of Educational Benefits

(Note: Any future Veterans Educational Benefits should be excluded, as well.)

- Tax refunds, gifts, loans lump-sum inheritances, one-time insurance payments, or compensation for injury
- Allowances, earnings and payments to individuals participating in WIOA programs (except On-the-Job Training wages)
- IRA withdrawals (non-taxed by the United States Revenue Service)
- Cash payments under Title V of the Older Americans Act
- Job Corps payments, or readjustment allowances issued when Job Corps participant leaves program

Note 1: When a federal statute specifically provides that income or payments received under such statute shall be excluded in determining eligibility for the level of benefits received under any other federal statute, such income or payments shall be excluded in WIOA eligibility determination.

Note 2: Any income source NOT included on the exclusions list of income sources should be interpreted as being an inclusion of the income source.

Note 3: Items with an * were added to the Included in Family Income following issuance of WIOA and further clarified in USDOL-ETA Training and Employment Guidance Letters 19-16 and 21-16.

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