**Western Iowa Workforce Development Area**

**Ticket to Work Policy**

**I. BACKGROUND**

The Ticket to Work program is a federal program for Social Security disability beneficiaries age 18 -64 who receive Social Security Disability Insurance and/or Supplemental Security Income benefits that would like to explore entry into the workforce. Ticket to Work is voluntary and it is free. Participants may access career counseling, vocational rehabilitation, job placement and training. The Social Security Administration designates authorized service providers, such as Employment Networks or Iowa Vocational Rehabilitation (VR) to provide these services. A listing of providers in the Western Iowa Workforce Development Area is found in Attachment 1.

Individuals choose which entity they wish to work with and assign their ticket to an Employment Network (EN), an Iowa Works center, or with Iowa VR. An individual work plan is developed to outline specific services that will be utilized and to identify the participant goals. The program goal is for the beneficiary to become self-supporting over time and reduce their reliance on disability benefits. When the individual reaches certain milestones, the EN is eligible to receive financial compensation from the Social Security Administration. Payments are based upon the work and earnings a beneficiary receives as they become more financially independent through work. In the case of the Iowa Works centers, all Ticket to Work funding generated from tickets assigned to the centers is received by Iowa Workforce Development. IWD deducts a 5% administrative fee and then distributes the remainder of the funding to Western Iowa and the other areas by the number of tickets they fulfilled. Payment is issued to the Fiscal Agent on an annual basis. Ticket to Work revenue from IWD tickets can be used at the discretion of the WIWD board. Other area Employment Networks and VR receive their ticket funding directly from the Social Security Administration and it can be used at their discretion.

**II. TICKET TO WORK COMMITTEE**

The Western Iowa Workforce Development board will maintain a Ticket to Work Committee comprised of 5 members. In accordance with the board requirements, a minimum of 51%+ of the committee members shall be from business. Committee members will be chosen by the board chair. Board members working directly with TTW constituents in the centers will not be eligible to serve on the committee due to a perceived conflict of interest.

**III. TICKET TO WORK REQUESTS FOR FUNDING**

Since Ticket to Work funding is discretionary, the committee will be utilized to provide oversight and make recommendations to the full board on expenditures. Some examples of expenditures might be: board training, job coaching, scholarships, youth programming, staffing a Ticket to Work position, equipment/supplies for the workforce center or any eligible cost deemed appropriate by the WIWD board.

The Ticket to Work Committee shall have the authority to authorize expenditures of up to $1,000 for Iowa Works ticket holders when no other funding is available. Requests over this amount will need to be approved by the full WIWD board. Often TTW requests are minor for such things as transportation vouchers, gas or work clothing. The One Stop Operator will be designated as the liaison to notify the board support staff that there is a request for funding and a meeting will be scheduled. A general description will be given to committee members describing the client goals, progress, need for funding, the amount, timeframe, whether the individual is an Iowa Works ticket holder. Requests for up to $100 for Iowa Works ticket holders may be directly approved by the One Stop Operator and will be reported to the full board as part of their regular report. When the One Stop Operator or the TTW Committee authorizes an expenditure, the Fiscal Agent will be notified and given the following information: the payee, the amount, the conditions and the address in order to issue a check or write a contract.

**IV. PUBLIC MEETING REQUIREMENTS**

Meeting agendas for the Ticket to Work Committee shall be posted at least 24 hours in advance. Minutes will be taken and will be made available after approval upon legitimate request.

**V. TICKET TO WORK BENEFICIARY ACCESS**

Trained Ticket to Work staff members will be available at each Iowa Works center. Title I and Title III service providers are required to have a Ticket to Work counselor at each location. All tickets received by the Title I and Title II providers will be given to the center. Ticket holders have the option of working with VR, the Iowa Works job center or other Employment Networks. While completing the enrollment process, a list of the current Employment Networks (EN) serving each of the Iowa Works centers will be made available to each participant to select the EN they want to work with at that time. The list will be free of endorsement for or against any specific EN. If the participant chooses an EN outside of the Iowa Works system, the participant will be directed to that EN’s contact person for support and further enrollment assistance. Any Iowa Vocational Rehabilitation EN enrollments are automatically assigned to the IVRS EN system.

Attachment 1

**Western Iowa Workforce Development Area**

**Employment Networks**

Iowa Vocational Rehabilitation Services (IVRS) helps individuals prepare for and find employment. An Employment Network (EN) partner will helps job seekers stay employed.

**IOWA WORKFORCE DEVELOPMENT EMPLOYMENT NETWORKS**

**Carroll/ Denison Iowa Works**  
Becca Willenborg  
[rebecca.willenborg@iwd.iowa.gov](mailto:rebecca.willenborg@iwd.iowa.gov)  
(712) 792-2685 ext. 25  
619 N. Carroll Street  
Carroll, IA, 51401

**Council Bluffs Iowa Works**  
Abla Ahlijah  
[Abla.ahlijah@iwd.iowa.gov](mailto:Abla.ahlijah@iwd.iowa.gov)  
(712) 352-3480  
300 W. Broadway, Suite 13  
Council Bluffs, IA, 51503

**Sioux City Iowa Works**  
Chad Hauswirth  
[chad.hauswirth@iwd.iowa.gov](mailto:chad.hauswirth@iwd.iowa.gov)  
(712) 233-9030 ext. 46029  
2508 4th Street  
Sioux City, IA 51103

**ADDITIONAL EMPLOYMENT NETWORKS**

**Goodwill of the Great Plains**  
Shawn Fick  
[ficks@goodwillgreatplains.org](mailto:ficks@goodwillgreatplains.org)  
3100 West 4th St., Sioux City, IA 51103  
(712) 224-1315

**League of Human Dignity**  
Jessica Johanns  
[jjohanns@leagueofhumandignity.com](mailto:jjohanns@leagueofhumandignity.com)  
1520 Ave M  
Council Bluffs, IA 51501  
(712) 323-6863