

# WDA14 Supportive Services Policy:

Support service payments may be provided, when necessary, to enable a participant to participate in a WIOA A/DW/Youth activity or a partner activity. The following is a list of WIOA A/DW/Youth supportive services which may be available to WIOA A/DW/Youth participants regionally, contingent upon budget and staffing levels:

- Clothing (occupationally required or required for interview)
- Dependent Care
- Miscellaneous services
- Counseling
- Healthcare
- Transportation

Maximum amount of support services provided per participant shall be based upon need as documented in the completion of a Financial Needs Determination (FND). "Training Costs Only" process is utilized to fairly disperse funds to individual customers. Only remaining unmet needs may be covered with WIOA A/DW/Youth funds after other grants are applied to the total training and supportive services costs.

In addition, certain support services, have further limitations on their use. These services are:

- **Dependent Care--DPC:**  
If the client has an unmet need, and when funds are not available from another source, WIOA A/DW/Youth can pay up to \$65/week for daycare services. This will be the maximum allowance regardless of the number of children needing daycare. Hours may be combined within a family to reach the maximum daily allowance. WIOA A/DW/Youth programs will not be responsible for paying of meals at the daycare site.
- **Travel--TRN:**  
If the client has an unmet need for travel expense, WIOA A/DW/Youth programs will fund the client a maximum of \$.20/mile up to a maximum of \$65/week for travel from the client's home to the classroom facility (including miles to daycare).
- **Clothing--CHG:**  
Not to exceed \$100/entire length of training plan. Clothing should be required for the completion of the training program for example: scrubs, uniforms. Typically 2 sets of uniforms are justified.
- **Healthcare--HLC:**  
Not to exceed \$200 for the entire length of the training plan and should be required for the completion of their training program. Some examples include: vaccinations, physical exams, eyeglasses.
- **Counseling CLG:**  
Not to exceed \$350 for the entire length of the training plan and should be provided by a professional counselor.

Financial Assistance—FAS:

- Not to exceed \$350 for the entire length of the training plan. Should be an emergency financial need of a participant that if unmet would prevent them from continuing in WIOA services/activities. Cases note the specific situation and explain how this expenditure will help them continue. This may be used for such things as housing assistance, eyeglass repair, rent, utilities, but is NOT to be used for paying fines or penalties because of failure to comply with state, local, or federal regulations or laws.

Miscellaneous—MSS:

- Not to exceed \$350 per MSS category (exception: MSS licensing)
  - Tools (ex. mechanic tools, nursing stethoscopes or watches, carpentry tools, etc. needed for training)
  - Equipment (ex. Safety glasses, gloves or helmet for welding, etc. needed for training)
  - Car repairs (reimbursed if receipt from vendor submitted along with any insurance coverage that may have been applied to cost of repair and must need repair to complete training plan)
  - and others as approved by WIOA A/DW/Youth programs director. (needed to complete training)
- MSS above--Not to exceed \$350 in each category above for the entire training program.
- MSS-Licensing. Not to exceed \$900 for the entire training program and must be required for employment (ex. Nursing license, CDL license, CNA license)

Provide the Workforce Development Board policy on Needs-Related Payments for Adults, Dislocated Workers and Youth:

- Needs-Related Payments for Adults, Dislocated Workers and Youth will not be utilized in Region 14.