

Policy 12-500: Limited Funds/Priority of Service

Reference State Policy:	WIOAPL 15-08.1
Board Approved:	October 17, 2023
Revision Approved:	October 17, 2023
Effective Date:	October 17, 2023
Policy Obsoletes:	

Purpose:

To establish the Area 12 priority of services policy that is used in the event of limited funding to ensure that those most in need are served first.

Background:

WIOA Section 134(c)(4)(E) states that when funds are limited, priority of services must be given to recipients of public assistance and other low-income individuals. Additional criteria may be established by the local workforce Board.

Policy:

The Area 12 Workforce Development Board has defined limited funding for the purposes of a priority of Service Policy when it becomes apparent 75% of the available formula funding is obligated/committed by January 1 of a program year or 90% of the annual allocation is obligated/committed by May 1 of a program year. This decision is based on monitoring obligation and commitment of funds and will take effect at any time during the program year if fiscal projections reveal that the above stated thresholds will be exceeded.

If and when the above stated thresholds are reached, the Fiscal Agent will notify the Executive Director of the Area 12 Workforce Development Board and a letter will be sent to the Ohio Department of Job and Family Services (ODJFS) indicating that the local area is under limited funding and has implemented its priority of service policy.

First priority will be given to individuals who are low income and/or receiving public assistance. Second priority will be given to those low income and/or public assistance recipients who lack a high school diploma and/or are single heads of household.

Under the Priority of Service Policy, the Area 12 Workforce Development Board will observe the Ohio Revised Code 5903.11 which requires veteran's preference for any federally funded employment and training program. With all priority criteria being equal, a veteran would receive priority over a non-veteran.

A final priority criterion will be to serve individuals, including currently employed workers who meet the criteria in the Self-Sufficiency Policy. The Area 12 Workforce Development Board has established a self-sufficiency policy as reflective of the earnings required by an individual in this region to sustain themselves.

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Regardless of priority of service, all customers who receive WIOA services shall be United States Citizens or the equivalent. All male customers who qualify to register for the selective service must show proof of registration in order to receive services.

Area 12 will maintain a waiting list for those individuals who are initially unable to receive services due to limited funding status.

When an individual attends an OMJ Orientation or a 1:1 orientation with a WIOA Staff, which is the first step in the process for determining if training services may be provided, their name will be placed on a list and their waiting list position will be identified by the date they attended a WIOA Orientation session or a one-on-one Orientation session with a WIOA staff person. That date will be considered pending until the entire pre-screening process is complete. For those individuals who need to upgrade their basic skills before continuing with the process, that needs to be accomplished first and then they will be considered to be active on the waiting list using their priority as determined by the initial orientation attendance date. Should multiple individuals attain active eligibility status, having the same date, the priority of service factors must apply. All priority of service factors being equal, the following criteria would be applied to the decision of priority:

- Cost of program (lowest cost receiving priority)
- Length of program (shortest duration receiving priority)
- Greatest return on investment to the individual and the program (Projected annual salary divided by the cost of training.)

Process for maintaining and ensuring access to universal career services for all individuals including the types of services individuals will receive while local areas are in limited funds status:

These services would be maintained through partner services within the OMJ Career Center system and the use of electronic media such as OhioMeansJobs.com. Funding is budgeted each year to fulfill partner service obligations identified in the Area 12 Partner Memorandum of Understanding (MOU). Those services include career services provided through the system, including referral to partners.