



**Local Workforce Innovation And Opportunity Act (WIOA) Policy No. 2016-PL-01**

**To: All Delegate Agencies, One-Stops and Sector Centers**

**From:**   
**Karin M. Norington-Reaves**  
**CEO, Chicago Cook Workforce Partnership**

**Subject: GENERAL ELIGIBILITY REQUIREMENTS**

**Date: December 8, 2016**

**Purpose:**

To define the general eligibility requirements for individuals seeking services under the Workforce Innovation and Opportunity Act (WIOA) and to provide instruction on the registration process.

**References:**

Illinois Department of Commerce (IDOC) WIOA POLICY 15-WIOA-4.1  
U.S Department of Labor WIOA Final Rule 20 CFR Part 680 and 681

**Background:**

WIOA defines the general eligibility criteria that apply to all three WIOA Title 1B Programs (Adult, Dislocated Workers and Youth). Specific criteria for each Title 1B Program is outlined in separate policy letters.

**POLICY:**

- A. WIOA requires all registered individuals under Title 1B WIOA programs to meet two general eligibility requirements:
  1. Authorized to work in the United States. Individuals participating in Title 1B programs and activities or receiving funds under Title 1B shall be citizens and nationals of the United States, lawfully admitted permanent resident aliens, refugees, asylum seekers and parolees, and other immigrants authorized by the Attorney General to work in the United States. (Sec. 188 (a)(5))
  2. Compliance with Military Selective Service Requirement. All males born after

**WIOA Policy No. 2016-PL-01**

**December 8, 2016**

**Page 2**

December 31, 1959, who have reached age 18, must be in compliance with the Selective Service Administration as required by the Selective Service Act, (50 USC App. 453). (Sec. 189(h))

- B. Evidence of general eligibility **must** be maintained in the participant's case file. A list of documents acceptable to support general eligibility can be found in the Illinois Department of Commerce's "WIOA 1B General and Fund Source Eligibility Requirements and Documentation Source Guide". This guide is an attachment to IDOC POLICY 15-WIOA 4.1 located on the Illinois WorkNet website at [www.illinoisworknet.com/WIOA/Resources/Pages/WIA-WIOAPolicies](http://www.illinoisworknet.com/WIOA/Resources/Pages/WIA-WIOAPolicies)

**Effective Date:**

Immediately upon Board approval.