



General Eligibility, Low Income & Basic Skills Deficient Webinar 9/14/2023 Q & A

Q1: If the customer has a temporary INS card that has an upcoming expiration date, and has applied for an extension, could we get a self-attestation that they have started that process and case note the situation and that would be sufficient enough to move forward with enrollment?

A: It is important to understand that any client that will be enrolled in the WIOA program, must continue to meet Authorized to Work criteria not only throughout the WIOA program, but up to twelve months after WIOA Services have been completed. In cases where during the application process, the client provides an INS card that will expire in the near future, what should be done. Recommend obtaining specific details around when the current work authorization is set to expire, when was the paperwork filed for updated authorization or extension of the current authorization? What is the expected timeline for approval? Each individual that falls under this situation, should be coordinated through the Regional Manager where a decision can be made on the circumstances of this individual's ability to be able to meet Authorization to Work in the U.S. not only at time of application, but throughout enrollment, and up to twelve months after completion of their WIOA program.

Q2: Regarding Selective Service, do immigrants who arrive before turning 26 of after have to register for Selective Service?

A: Yes, anyone born a male between the age of 18-26 must register for selective service.

Q3: If they fail to register for selective service and we exit them, are they exempt from follow up?

A: If a Youth has been exited, and has not complied with Selective Service requirements, follow-up services cannot be provided.

Q4: If a customer that was born male but before their 18th birthday, they transition to female legally are they still required to register under these guidelines with Selective Service?

A: Yes

Q5: A selective service question, if an 18-year-old refuses to register, and is eligible for a waiver, does he risk being arrested?

A: The waiver would not apply in this situation as a waiver is only for individual who are age 26 or older and can no longer register with Selective Service. If an individual born male, is age 18 to 25 and refuses to register with Selective Service, they cannot participate in the WIOA Program until they are compliant with Selective Service requirements.

Q6: If a client only needs to qualify one of the eight criteria, why would we continue to question their low-income status?

A: Please reach out to your Program Coordinator or Regional Manager with a specific scenario.

Q7: For low-income, if a mother is the applicant and her 5-year-old child has SNAP but she does not, does she use his SNAP letter as her low-income qualifier?

A: As long as the 5-year-old is the applicants child and the applicant currently lives with the child. In that instance, she is a member of a family that is receiving SNAP Benefits.

Q8: If an individual that qualifies under high poverty area, we don't need to do IBIS?

A: Correct, please refer to the High Poverty Procedure and the IBIS Fact Sheet. Both can be found on our Help Desk.

Q9: Is income calculation based on gross or net income?

A: Gross income if the individual works for an employer; if the individual is self-employed the income is calculation has different requirements. Please refer to the WIOA Low Income guidance.

Q10: A person is born in the US, who just arrived in this country, and does not read or understand English, does he have to take the reading and math test?

A: For Adult and Dislocated Workers the test is only required when they are

going to attend training. This customer may be considered an English Language Learner (ELL). Please refer to our Basic Skills Procedure posted on our Help Desk.

Q11: If the client scored high in the reading test but low in the math test is it still consider skill deficient?

A: Yes, if the customer scores low in only one, they are considered basic skills deficient.

Q12: What if they are BSD in math but the training they are going to is not a career that requires math proficiency?

A: The Reading test is required for all customers attending training. However, each individual training provider has their own requirements. If the training program requires the Math test, then the Math test needs to be administered.

Q13: What if the assessment test and the screening tool conflict regarding BSD. Which takes precedent?

A: These are two separate ways an individual could meet BSD criteria, and neither one takes precedent. They both must be recorded as they occur, but even just one determines the client as BSD, the client meets criteria/priority of BSD.

Q14: If we have a customer who filled out the BSST in July on the old form, but was certified after the new form came out do we need to have the customers complete a new form?

A: No, moving forward, please use the new form

Q15: What do you do if the BSST indicates that the participant is not BSD but the test shows that the participant is BSD. Which one do you use? and how should it be reflected on the barrier screen?

A: These are two separate ways an individual could meet BSD criteria, and neither one takes precedent. They both must be recorded as they occur, but even just one determines the client as BSD, the client meets criteria/priority of BSD.

Q16: Would the "Middle Eastern" race be added as one of the options of race? The amendment will require agencies to include the MENA category in addition to white, Black or African American, American Indian or Alaska Native, Asian, Native Hawaiian or Other Pacific Islander when reporting statistical data on ethnic or racial categories. This requirement will go into effect on July 1, 2025.

A: The current choices around race were provided by DOL for Federal Reporting.

Q17: If a client is over-income based on paystubs or not qualifying for SNAP, but they are eligible because they are BSD, do we still need an income calculation for their file?

A: Yes

Q18: Do applicants with a degree need to complete the Basic Skills Screening Tool?

A: No, please refer to the Basic Skills Procedure on our Help Desk

Q19: Can we get clarity with Standard lower living income?

A: Please refer to the Income Calculation section on our Help Desk. LWIA 7 (The Partnership) uses the 70% Standard.

Q20: A single person retired military earning \$6000, is she considered priority because she is military?

A: Yes, they do have priority. Please refer to the Adult Priority of Service Checklist and the Adult Eligibility Checklist. You must still follow the eligibility guidelines for each program.

Q21: Since The Partnership requires we give youth both BSST and the CASAS, if both show basic skills deficiency, mustn't we upload both into CC as verification?

A: The test needs to be recorded in Career Connect under the EFL bar. The hard copy of the test and BSST both need to be placed in the participant file.