

August 22<sup>nd</sup>, 2019



# Supplemental Wages

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## Overview:

- When a WIOA participant enters unsubsidized employment after exiting the program, if the client works at a job that reports wages to Illinois Department of Employment Security (IDES), his/her wages are reported and automatically update the customer's wage records for WIOA reporting on a quarterly basis.
- *However*, when a participant gains “supplemental” employment (employment where wages are not reported to IDES), his/her wage income must be gathered and manually recorded by the career planner since the wages are not uploaded from IDES.
- NOTE: Under WIOA, Career Planners are required to provide up to 12 months of follow-up services to ALL Youth and Adult and Dislocated participants who are in Unsubsidized Employment at exit.

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## When do Supplemental Wages count?

- Supplemental wages should be entered for customers who do not have UI wages reported by IDES.
- This means customers who are self-employed, or whose employer does *not* report wages to IDES or the Wage Rate Interchange System (WRIS).
- Just like the UI wages we upload from IDES, supplemental wages will count as positive outcomes for 2<sup>nd</sup> Quarter and 4<sup>th</sup> Quarter Employment Measures and Median Earnings performance measures. But they **MUST** be entered manually.
- If there are UI wages reported for a customer, those wages will override any supplemental wages recorded.

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## When do Supplemental Wages count?

NOTE to Career Planners:

- When you know that one of your customers is in unsubsidized employment, for example, has wages showing in IBIS, and they also have some supplemental wages, you do NOT need to capture and enter those supplemental wages.
- However, if you know an individual will only be in supplemental employment, (eg; self-employed, federal employees, employer does not report wages to IDES or WRIS), his/her wages need to be entered to get credit for their employment and earnings.

# Supplemental Wages



- ***For the specific steps of recording supplemental wages on Career Connect, please refer to the Quarterly Follow-up Performance Outcomes Procedure.***
- ***Please contact your Partnership Regional Manager if you have further questions regarding recording Supplemental Wages or recording Supplemental Wages in Career Connect***