



**COUNTY OF SAN LUIS OBISPO**  
**DEPARTMENT OF SOCIAL SERVICES**  
**WORKFORCE DEVELOPMENT BOARD**

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**POLICY NO:** 08-19  
**TO:** Service Providers  
**FROM:** Department of Social Services  
**EFFECTIVE:** January 01, 2020  
**SUBJECT:** Needs-Related Payments

**REFERENCES:**

- Workforce Innovation and Opportunity Act (WIOA) sec. 134(d)(3)
- Title 20 Code of Federal Regulations (CFR) Part 680.930-680.970

**PURPOSE:**

The purpose of this policy is to provide guidance regarding the provision of needs-related payments under the Workforce Innovation and Opportunity Act (WIOA).

This policy is based on SLOWDB's interpretation of WIOA law, regulations and policies and federal, state and local laws, regulations and policies. This policy will be reviewed and updated based on any additional federal or state guidance.

**BACKGROUND:**

The Workforce Innovation and Opportunity Act (WIOA) provides supportive service program guidelines for WIOA eligible adult, dislocated workers and youth as needed to assist the individual in reaching his/her employment and training goals.

The WIOA allows for needs-related payments to provide financial assistance to participants for the purpose of enabling them to participate in training as a supportive service. Unlike other supportive services, to qualify for needs-related payments, a participant must be enrolled in training service.

**POLICY:**

It is the policy of the San Luis Obispo Workforce Development Board to provide needs-related payments for the purpose of providing financial assistance within the guidelines of

WIOA when sufficient funding exists. Funding will be reviewed on a yearly basis to determine availability of funds for needs-related payment.

**PROCEDURE:**

Needs-Related payments may be provided when deemed necessary and reasonable for individuals enrolled in training services. All other funding sources must first be exhausted and services may not be duplicated when available from other sources.

Eligibility

In addition to WIOA eligibility, an individual must meet the following criteria to qualify for need-related payments:

Adults must:

- 1) Be unemployed; and
- 2) Not qualify for, or have ceased to qualify for, unemployment compensation; and
- 3) Be enrolled in a program of training services under WIOA sec. 134 (c)(3). In most cases, the training would be occupational skills training provide through an Individual Training Account. Other training services may qualify based on an assessment of need.

Youth (18-24 years of age) must:

- 1) Be unemployed; and
- 2) Not qualify for, or have ceased to qualify for, unemployment compensation; and
- 3) Be enrolled in a program of training services under WIOA sec. 134 (c)(3). In most cases, the training would be occupational skills training provide through an Individual Training Account. Other training services may qualify based on an assessment of need.

Dislocated Workers must:

- 1) Be unemployed; and
- 2) have ceased to qualify for, unemployment compensation or trade readjustment assistance under TAA or NAFTA-TAA; and
- 3) Be enrolled in a program of training services under WIOA sec. 134 (c)(3) by the end of the 13<sup>th</sup> week after the most recent layoff that resulted in a determination of the worker's eligibility as a dislocated worker, or if later, by the end of the 8<sup>th</sup> week after the worker is informed that a short-term layoff will exceed 6 months; or
- 4) Be unemployed and did not qualify for unemployment compensation or trade readjustment assistance under TAA and be enrolled in a program of training services under WIOA sec. 134 (c)(3). In most cases, the training would be occupational skills training provide through an Individual Training Account. Other training services may qualify based on an assessment of need.

Level of Payments

The level of needs-related payments shall not exceed:

- 1) The applicable level of unemployment compensation for a dislocated worker: or

