

## Technical Assistance Guidance

**TAG-02-2017**

Issued Date: **Tuesday, January 31, 2017**

Subject: Workforce Connections – Policy Revisions & Updates  
Program Services & Activities – ADW and YTH  
Supportive Services

### **Purpose**

To announce publication and effective date of revisions/updates made to Workforce Connections' (WC) policies **ADW-030-06** & **YTH-040-04**.

This TAG provides sub-recipients with a helpful tool to improve quality of service, effective management practices and ensure compliance with Federal, State and local regulations.

### **Background**

Consistent with Sec. 3(59) of Title I of WIOA supportive services are those services that are necessary to enable a program participant to participate in career and training services. The regulation further addresses the scope and purpose of supportive services and the requirements governing their distribution. WIOA and its associated regulations clearly stipulate that supportive services are WIOA-funded only when these services are not available through other agencies and that supportive services are necessary to participate in WIOA Title I activities.

### **References:**

P.L. 113-128 Sec. 3(59), Sec. 129, Sec. 134  
20 CFR §680.900 "What are Supportive Services for Adults and Dislocate Workers"  
20 CFR §681.570 "What are Supportive Services for Youth"  
State Compliance Policy (SCP) 1.15 & 2.5

With the commitment to improve processes and after further research and assessment of recently established requirements, WC has revised the above mentioned policies to address the following:

### **Revisions to Policy ADW-030-06**

- **Sec. I** General Provisions for Supportive Services
  - **Item "E"** Common Categories for Supportive Services
    - I (E) (3) (c) - Revised
    - I (E) (3) (d) - New/incorporated
    - I (E) (4) (d) - New/incorporated
  - **Item "F"** Other Supportive Services
    - I (F) (12) - New/incorporated
  - **Item "H"** Training Related Supportive Services – Revised
  - **Item "J"** Unallowable Supportive Services – Revised
    - **Mortgage payments and car payments are not allowable**
- **Sec. III** Undistributed Items – New and incorporated based on State requirements
- **Sec. IV** Data and Support Documentation Requirements – New
- **Sec. V** Coordination and Referral – New
- **Sec. VI** Supportive Services during Follow-up – New

### Revisions to Policy YTH-040-04

- **Sec. II** Common Categories for Supportive Services
  - **Item “C”** Employment related tools and/or supplies
  - II (C) (3) - Revised
  - II (C) (5) – New/incorporated
  - **Item “D”** Work cards
  - II (D) (4) – New/incorporated
  - **Item “H”** Other supportive services
  - II (H) (12) – New/incorporated
- **Sec. III** Unallowable Supportive Services – Revised
  - **Mortgage payments and car payments are not allowable**
- **Sec. IV** Undistributed Items – New and incorporated based on State requirements
- **Sec. V** Data and Support Documentation Requirements – New
- **Sec. VI** Coordination and Referral – New
- **Sec. VII** Supportive Services during Follow-up – New

WC will continue to provide technical assistance to support the workforce system. For more information and/or updates, please contact your program manager at your earliest convenience. Sub-recipients and their staff are strongly encouraged to carefully read and become familiar with the revised policies since their organization, program or project funded in whole or in part with WIOA funds will be impacted by the new established requirements affecting compliance.

**Action:** Please share this information with all staff and other interested parties.

Policy revisions/updates adopted and implemented as of Monday December 07, 2016. WC Policies can be located at: <http://nvworkforceconnections.org>

**Technical Assistance: Available upon request.**