

NEEDS RELATED PAYMENT POLICY

Federal regulations provide that payments based on need (Needs Related Payments) may be provided to adults and dislocated workers who are unemployed and who cease to qualify for unemployment compensation. The purpose of these payments is to enable these individuals to participate in training programs under the WIA.

Dislocated Worker Needs Related Payments

To receive these payments a **dislocated worker**, must:

1. Be unemployed; and
 - a. Not qualify for, or have ceased to qualify for unemployment compensation or trade readjustment assistance under TAA or NAFTA-TAA; and
 - b. Be enrolled in a program of training under WIA section 134(d)(4) by the end of the 13th 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 8th week after the worker is informed that a short-term layoff will exceed 6 months;
or
2. Be unemployed and did not qualify for unemployment compensation or trade readjustment assistance under TAA or NAFTA-TAA

This would also include training under the ARRA

The level of the needs-related payment made to a dislocated worker will be \$125.00* a week or the weekly Unemployment Insurance amount whichever is less. To be eligible to receive needs related payments, a DLW participant must have a documented need, as reflected on the Needs Determination/Needs Related Payments or Supportive Service Form. Needs Related Payments will be based on weekly attendance.

Adult Needs Related Payments

The Needs Related Payment Policy of the New River/Mount Rogers Workforce Investment Board (WIB) for adults is designed to provide payments to participants based upon individual documented need to enable the participant to participate in training.

To receive these payments an **adult**, must:

1. Be unemployed,
2. Not qualified for, or have ceased to qualify for, unemployment compensation; and
3. Be enrolled in a program of training services under WIA Title IB. This would include training funded under the ARRA-funded program.

To be eligible to receive needs related payments, an adult participant must have a documented need, as reflected on the Needs Determination/Needs Related Payments or Supportive Service Form. This form is to be completed by the Case Manager on adult participants as a determination of need for needs related payments. The maximum needs related payment allowable for an adult participant is \$125 per week. The minimum needs related payment allowed for an adult participant is \$50 per week. Needs Related Payments will be based on weekly attendance.

In addition, **both adult and dislocated** worker participants who are seeking need related payments **must not be:**

- 1) employed;
- 2) enrolled in or receiving internship, work experience or on-the-job training;
- 3) receiving out-of-area job search/relocation allowance;
- 4) receiving supportive services in programs under WIA or Trade Act;
- 5) receiving unemployment compensation;

Needs related payments are considered a training stipend or allowance and not an entitlement. Payments are cash payments made directly to participants based on documented need and within contract limitations. Individual need must be determined, documented, and paid at a rate not to exceed the above-specified limitations. Case Managers will ensure that the appropriate documentation of the need and amount of payment are the result of objective assessment and are documented in the participant's Individual Employment Plan (IEP). Needs related payments supporting documentation of need must include a copy of the weekly attendance sheet and a copy of the needs related payment documentation form.

A participant will be eligible to receive weekly needs related payments for weeks in which the participant had satisfactory training attendance as determined by the Program Operator and based on the individual participant's training schedule.

- * A waiver to the above maximum specifications may be requested from WIB Staff on an individual case-by-case basis. The need for additional needs related payments must be sufficiently justified in order for a waiver to be considered.

For dislocated workers – the payment must not exceed the **greater** of either the following levels:

1. For participants who were eligible for unemployment compensation as a result of the qualifying dislocation, the payment may not exceed the applicable weekly level of the unemployment compensation benefit; **or**
2. For participants who did not qualify for unemployment compensation as a result of the qualifying layoff, the weekly payment may not exceed the poverty level for an equivalent time period. The

weekly payment level must be adjusted to reflect changes in total family income.