



TO: All Humboldt County Workforce Innovation and Opportunity Act (WIOA) Subrecipients and Service Providers

FROM: Humboldt County Workforce Development Board

EFFECTIVE: August 11, 2020

SUBJECT: National Dislocated Worker Grant - Opioid Crisis Supportive Services

REFERENCES: WIOA§134 (c)(2-3) of WIOA: Career Services

PURPOSE:

The purpose of this policy is to provide guidance to the Service Providers of the Humboldt County Workforce Development Board (HC-WDB) in the provision of Supportive Service payments to (or on behalf of) participants enrolled in the National Health Emergency Phase Two: Disaster Recovery National Dislocated Worker Grant to Address the Opioid Crisis.

The following provides information on the minimum requirements for the provision of Supportive Service payments. Service Providers may include additional elements in their local policies and procedures so long as they are in conformance with this policy, the WIOA, Department of Labor (DOL) Regulations, and State of California Directives.

POLICY AND PROCEDURE:

Supportive Services for the National Dislocated Worker Grant to Address the Opioid Crisis are a broad range of services that help ensure individuals can participate in employment and training activities or temporary disaster-relief employment. Supportive service delivery must comply with any state and local supportive service policies. These services may include:

Supportive Services may only be provided to individuals who are enrolled and active in the WIOA program and participating in a career or training service as defined in §134 (c)(2) and (3) of WIOA (Regulations, §680.910).

Supportive Service payments must be based upon an Individual Employment Plan (IEP) or Individual Service Strategy (ISS), may only be provided when they are necessary to enable individuals to participate in career services or training activities, and documented in the participant file.

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Supportive Service payments made with WIOA funds shall not duplicate services available from other sources (WIOA, §134(d)(2) and (3)).

CALJOBS ACTIVITY CODES:

The following activity codes shall be utilized in CalJOBS when a Supportive Service payment is made on behalf of a participant.

Dislocated Workers

- 181 - Transportation Assistance – Mileage, Gas, Bus Pass, Car Repair
- 182 - Medical Services – Employer Required TB Screen
- 185 - Employer Background Check
- 188 - Tools, Shoes, Scrubs, Clothing
- 191 - Educational Testing Application, Exam Fee, Credential License
- 191 - Registered Alcohol & Drug Technician (RADT) CCAPP Application Fee
- 191 - Registered Alcohol & Drug Technician (RADT) CCAPP Membership Fee
- 192 - Books and Supplies

LIMITATIONS/PROHIBITIONS:

Payments towards goods or services received prior to a participant's enrollment in the WIOA program are prohibited.

The following may not be paid with WIOA funds:

- Fines or penalties
- Legal fees
- Bad debts
- Union initiation fees
- Union dues
- Payments for participant memberships, dues, or subscriptions-unless it is a specific requirement of a training program or necessary and reasonable as a condition of employment
- Cigarettes or alcoholic beverages
- Firearms or ammunition
- Rental deposit
- Purchase of goods or services illegal under any federal state, local, or municipal law or statute
- Payments for real or personal property that bears title (Automobiles, homes, etc.)

FORM(S): None

INQUIRIES:

Any questions regarding this policy may be directed to the Workforce Development Board Director at 707-445-7745.

Humboldt County Workforce Development Board Approval Required? Yes No