


Self-Sufficiency Policy #P-23-4.23

Re: This policy focuses on serving people with barriers to employment and ensures access to services on a priority basis, regardless of funding levels, while also identifying the needs of the ALICE population, and ensuring that the benefit of receiving WIOA services leads to self-sufficiency for all individuals who are eligible to receive benefits.

Originated: July 12, 2024
Approved: August 1, 2024
Reviewed for Updates: N/A
Revision Approved: August 1, 2024

References: WIOA Section 134(d)(1)(A)(x)
TEGL 12-15
Department of Health and Human Services- Federal Poverty Guidelines
87 Federal Register 3315; <https://aspe.hhs.gov/topics/poverty-economic-mobility/poverty-guidelines>

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I. Background:

- A. SCPa Works constitutes that priority of service should be applied to veterans, public assistance recipients, other low-income individuals, and individuals who are basic skills deficient. Under the SCPa Priority of Service Policy #P-1-11.22, Section 4(B)(5)(d), SCPa Works includes individuals that are both underemployed and low-income.
- B. The policy ensures service access to these underemployed populations on a priority basis so that all individuals served within the South Central region can attain long-term, self-sustaining employment.

II. Purpose:

- A. This policy sets forth the criteria for determining whether employment leads to a self-sufficient wage.
- B. This policy ensures the outcome of successful careers in HPO and in-demand industry sectors and occupations that will result in economic self-sufficiency and opportunities for underemployed individuals for advancement.

III. Definitions:

- A. *Self-Sufficiency* – the financial ability of an individual or household to attain an acceptable level of functioning to provide adequate quality of life without the assistance of outside aid based on standards that determine the amount of income required to meet the basic needs of an individual or household.
 1. Self-sufficiency is the income level a person or family must be below to be eligible for WIOA services.

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Auxiliary aids and services are available upon request to individuals with disabilities. Equal Opportunity Employment/Program

2. Eligibility is determined by confirming that a client is unlikely or unable to obtain or retain employment at the self-sufficiency wage or wages comparable to or higher than wages from previous employment through career services alone.
 - a. The Self Sufficiency Wage, effective January 22, 2024, is \$18.10/hour for a family of one (1).
- B. *The Self-Sufficiency Standard* – determines the amount of income required for working families to meet basic needs at a minimally adequate level, taking into account family, composition, ages of children, and geographic differences in costs. (WIOA Sec. 134)
- C. *Living Wage* – a budget-based financial measure defining the living cost for working individuals or households in relation to earned income.
- D. *WIOA-Funded Individualized Career Services* – classroom, virtual, or on-the-job training engagements that prepare individuals for employment leading to economic self-sufficiency, entrance into further education and training, or advancement within an existing profession.
- E. *Underemployed Worker or Asset Limited, Income Constrained, Employed (ALICE)* – a population of workers who cannot get a full-time job that makes use of their skills and therefore is working a low-skill job, a part-time job, or a job that does not pay a living wage, leaving the worker unable to meet the Self-Sufficiency Standard.
 1. An underemployed worker may also require additional education, career and technical training, or workforce preparation skills to obtain and retain employment that leads to self-sufficiency.

IV. Criteria for Self-Sufficiency

- A. SCPa Works has set the criteria for self-sufficiency at 250% of the Federal Poverty Guidelines (FPG).
- B. An individual living in the SCPa Works service area earns below the self-sufficiency wage if the following criteria are met:
 1. The individual’s gross earned income is below 250% of the FPG; and
 2. The individual is a member of a family whose combined gross earned income is below 250% of the FPIG based on family size.
- C. The chart below includes family size, 100% of the FPG, and the 250% FPG levels for the SCPa Works region:

Family Size	100% of FPG	250% of FPG
1	15,060.00	37,650.00
2	20,440.00	51,100.00
3	25,820.00	64,550.00
4	31,200.00	78,000.00
5	36,580.00	91,450.00
6	41,960.00	104,900.00
7	47,340.00	118,350.00
8	52,720.00	131,800.00
9	58,100.00	145,250.00
10	63,480.00	158,700.00
11	68,860.00	172,150.00
12	74,240.00	185,600.00
13	79,620.00	199,050.00
14	85,000.00	212,500.00

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V. CWDS Procedure

- A. If the wages of a WIOA-eligible Adult or Dislocated Worker are less than 250% of FPIG, vendor staff will choose “No” as the answer to the self-sufficient category on the Commonwealth’s Workforce Development System (CWDS) WIOA application.
- B. Vendor staff will document income eligibility in a participant’s case file using paystubs provided by the participant or through self-attestation

Summary of Changes: This policy is reviewed every 180 days by the SCPa Works Policy Department for necessary changes, edits, updates, and revisions.

Date of Change:	Changed by:	Summary of Change(s):	Effective Date