

## COMMONLY ASKED QUESTIONS ABOUT WORKFORCE INVESTMENT ACT (WIA) TRAINING SERVICES



**Q-1: What is WIA?**

WIA stands for Workforce Investment Act and was established in 1998 to prepare youth, adults and dislocated workers for entry and re-entry into the workforce. WIA training funds are designed to serve laid-off individuals, older youth and adults who are in need of training to enter or re-enter the labor market.

**Q-2: Am I entitled to WIA funding?**

No, WIA is not an entitlement program. The Code of Federal Regulations, Federal Register, Vol 65, No.156; 8/11/00 Rules & Regulations states: *"Under WIA, access to training or any other services is not an entitlement."*

**Q-3: Under WIA, who are Dislocated Workers, Displaced Homemakers, Adults?**

**Dislocated Workers** are individuals with significant attachment to the workforce but have lost their employment or income from employment for one or more of the following circumstances:

- Has been terminated through no fault of their own or laid off, or received a notice of no fault termination or layoff from employment **and** is eligible for or has exhausted U. I. **or** is not eligible for U. I. due to insufficient earnings or having performed work for a non-covered employer, but has been employed for duration to show attachment to the workforce (6 months) **and** is unlikely to return previous occupation without additional services or training
- Has been terminated through no fault of their own or laid off, or has received a notice of no fault termination of layoff, from employment as a result of any permanent closure of , or any substantial layoff at a plant, facility or enterprise;
- Is employed at a facility at which the employer has made a general announcement that such facility will close within 180 days
- Previously self-employed and unemployed due to natural disaster or general economic conditions
- After layoff, have become reemployed in an income maintenance position and meets the definition of a currently employed dislocated worker.
- If a person quits/resigns work, he/she is not considered a dislocated worker.
- Being discharged (under honorable circumstances) either voluntarily or involuntarily from the military and unlikely to return to a previous industry or occupation. TEN 22-04

**Currently employed dislocated workers** may be determined eligible for services if the customer's current employment meets all of the following conditions:

- The individual is currently making less than 85% of former wages, and/or is in employment that uses significantly less skills or abilities than the job of dislocation and is not commensurate with the individual's demonstrated level of educational attainment **and**
- The individual's current employment and job of dislocation is not in a field or occupation that is generally known for short term or contract work. In these instances, customers may be assessed for program eligibility at the time they are no longer working.

**Displaced Homemakers** (male or female)

- An individual who has been providing unpaid services to family members in the home and who
- Has been dependent on the income of another family members but is no longer supported by that incomes and is unemployed or underemployed and is experiencing difficulty in obtaining or upgrading employment (may include spouses of dislocated workers)

**Adults are individuals age 18 and older who are unemployed at time of application.**

**Q-4: What if I have been fired from my job? Do I qualify?**

Individuals who have been terminated due to no fault of their own may be considered for dislocated worker training services depending on the conditions of termination. (See definitions above).

**Q-5: Once I submit my application, how long before I can begin my training?**

After you are determined eligible for a WIA Training Account and completed the Tests of Adult Basic Education (TABE), with the entry level score your school choice requires, the Career Scope and are registered for the Work Ready assessment; every effort is made to help you begin as soon as possible. **Note:** Technical College classes are scheduled by semester beginning Fall 2011; University System classes are scheduled by semester. Application deadlines are many weeks earlier than actual class start dates.

**Q-6: What are the WIA eligibility requirements?**

Unemployed at time of application.

In period of limited WIA Adult funding, ARWB Priority of Service Policies apply. Please see website [www.atlantaregional.com/wiatraining](http://www.atlantaregional.com/wiatraining) to determine whether a period of limited funding applies. During limited funding, adults may be eligible based on family size and income. (See chart below)

Adult Low-Income Workforce Investment Act (WIA) Guidelines Effective Date: April 13, 2012		
Family Size	Annual Income	Six Month Eligibility Period Income
One	\$11,744	\$5,872
Two	\$19,247	\$9,623
Three	\$26,430	\$13,215
Four	\$32,617	\$16,309
Five	\$38,493	\$19,247
Six	\$45,014	\$22,507
Additional family members	\$6,521 for each additional family member	\$3,260 for each additional family member

**ELIGIBILITY REQUIREMENT CHECKLIST**

**ADULT ELIGIBILITY**

- U.S. Citizen/or Legal Alien
- Social Security Number
- 18 years old or older
- Selective Service Registration (Males only, born on or after 1/1/1960)
- Family Income and Composition Form
- Unemployed at time of application.
- During Limited funding periods only: Currently receive TANF **OR** have received Food Stamps within the last 6 months **OR** meet income requirements (Circle One that applies)*
- Single with no dependents (See family size) **OR** meet family size (see above chart)

**DISLOCATED WORKER & DISPLACED HOMEMAKER ELIGIBILITY**

- U.S. Citizen or Legal Alien
- Social Security Card
- 18 years old or older
- U. I. (Unemployment) Recipient
- Selective Service Registration (Males only, born on or after 1/1/1960)
- Notice of Termination (no fault) or Lay off
- Previously Self Employed Unemployed (due to general economic conditions or natural disaster)
- Displaced Homemaker (may include spouses of dislocated workers)
- Unlikely to Return to previous occupation without additional services
- Currently employed dislocated worker

**Q-7: *How long can my training last?***

WIA may be approved for up to 2 years. Programs should not exceed 104 weeks (2 years). Exceptions to this policy may be approved on a case-by-case basis and requests should include evidence that financial support is available during extended training periods. Note: Limitations have been increased to four years for graduate degrees for Registered nurses seeking nursing instructor positions at universities and technical college's program limit. Applicants with non-medical baccalaureate degrees will be considered for accelerated Registered Nursing Master's level programs at Regents Schools.

**Q-8: *Am I eligible to receive Trade benefits for Training?***

Trade Adjustment Training assistance is handled through the local GA Dept of Labor Career Centers. Currently, trade-eligible workers have until the 26<sup>th</sup> week after the certification date or the mass qualifying separation date, whichever is later, to enroll in training. The maximum length of training under Trade is 156 weeks.

**Q-9: *Can I continue to receive unemployment insurance while in training?***

Yes. You will be given a special claimant trainee status while you're in an approved training program. This means that you may continue to draw unemployment insurance while you are in full-time training (full-time as defined by the school). Please note that you may exhaust unemployment insurance before you finish training if you select a training program longer than your employment benefits are scheduled to last.

**Q-10: *Can I attend any school or training program I wish?***

See the list of ARWB Approved Occupational Training programs at [www.atlantaregional.com/wiatraining](http://www.atlantaregional.com/wiatraining). The **school** and the **training program** must be on the Georgia Statewide Eligible Provider List [www.gcic.edu/gawia](http://www.gcic.edu/gawia). Not all schools or programs on the EPL are approved by ARWB. Totally online programs are not generally approved. Short term prevocational services, such as certain test preparation courses, may be approved.

**Q-11: *Will I have to apply for a loan to supplement WIA?***

Do not attend classes or pay in advance for any training that you expect to be paid for by WIA funding until your training plan is completed, signed and approved by you and your Career Advisor. You will be required to apply for PELL and HOPE Grants. Please read the list of additional financial aid resources at [www.atlantaregional.com/wiatraining](http://www.atlantaregional.com/wiatraining).

**Q-12: *Will WIA pay for any training that I wish to take?***

Presently skills training is only provided for occupational specific jobs and careers where hourly rates and salaries are paid. Totally commission, fee-based careers such as real estate, cosmetology, massage therapy and nail technicians are not approved for funding. Lists of additional sources of financial aid are available for clients who wish to pursue these careers. Short-term certification and exam preparation courses are offered based on individual need. There are also limits on the amount of funding available for training (\$5,000 for up to one year of training; \$8,000 for up to two years of training).

There are careers in education, information technology, accounting, health care and truck driving in which a person with a criminal background will not be hired. Information on the specific careers and the regulations regarding career certification is available in the Career Resource Center. ARWB will not fund training in any area where a person cannot expect to be employed.

**Q-13: *Will WIA pay for prerequisite and/or developmental courses?***

No, WIA does not pay for prerequisite and developmental classes.

**Q-14: *I have been out of school for many years. Do you have staff that can help me choose a career and adjust to returning to school?***

Yes, a Career Advisor will be assigned to work with you throughout your training and until you find a job. Career Advisors can help you research labor market information, provide interest and aptitude assessments, schedule computerized self-help inventories and a variety of tools to assist you in planning your career. You should inform your Career Advisor when you are having problems, either personal or academic, which may interfere with training.

**Q-15: *I have a bachelor's degree. Will WIA pay for me to receive a master's degree?***

Not generally. Exceptions may be reviewed individually. Educators seeking teacher certification in STEM (Science Tech Engineer Math) related subject areas will be reviewed on an individual basis.

**Q-16: What are some of the training programs that are most frequently funded by WIA?**

Some of the most popular programs include: health care occupations, clerical and office technology, accounting, advanced computer technology, industrial maintenance, electronics, welding, truck driving, heating, ventilation and air-conditioning repair, and teacher certification.

**Q-17: Will WIA pay for a laptop and other computer related supplies for me to use while in training?**

No. The following items **are not provided** by WIA: computers, computer equipment, computer program software, peripherals, electronic and wireless equipment.

**Q-18: Is childcare assistance available? What is needed for documentation?**

If dependent care is not otherwise available from DFACS or other funding sources, assistance may be available to reimburse cost of dependent children under age six and those ages 6 through 14 during times when school is not in session. This is available while a customer is enrolled and attending training or pre-vocational skills activities. The following items are required for documentation: Completion of Dependent Care Agreement and Attachment 1 listing dependent(s), providing their date of birth and copies of birth certificates.

**Q-19: Are a drug screen and criminal background check required?**

A background check and drug screen may be required and will be provided for individuals enrolling in WIA training programs prior to training enrollment, such as truck driving, healthcare and education.

**Q-20: Do Veterans receive priority service?**

Yes, first priority will be given to Veterans and eligible spouses (Jobs for Veterans Act PL107-288).

**Q-20a: What is a Veteran?**

A person who served at least one day in the active military, naval or air service, and who was discharged or released under conditions other than dishonorable. Active service includes full-time Federal service in the National Guard or a Reserve component. The definition of "active service" does not include full-time duty performed strictly for training purposes (i.e., that which is often referred to as "weekend" or "annual" training), nor does it include full-time active duty performed by National Guard personnel who are mobilized by State rather than Federal authorities.

**Q-20b: What is a Spouse of a Veteran?**

A spouse of any one of the following individuals:

- A veteran who died of a service-connected disability
- A member of the Armed Forces serving on active duty who, at the time of application for the priority, is listed in one or more of the following categories and has been so listed for a total of more than 90 days:
  - Missing in action
  - Captured in line of duty by a hostile force
  - Forcibly detained or interned in the line of duty by a foreign government or power
- A veteran who has a total disability resulting from a service-connected disability, as evaluated by the Department of Veterans Affairs
- A veteran who died with a total service-connected disability as evaluated by the Department of Veterans Affairs was in existence

**Q-21: What if I don't have a Selective Service Registration?**

Contact the Selective Service System, [www.sss.gov](http://www.sss.gov) or 1-888-655-1825 to request a Status Information Letter.