

**TITLE:            PROGRAM POLICIES -- PARTICIPANT SUPPORT SERVICES**

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Purpose

1. To provide only absolutely essential participant support required to keep the participant in a WIOA activity.
2. To coordinate support services with other partners, agencies and businesses to ensure that there is no duplication of service. Support services are mentioned in WIOA Sections 680 and 687.

General Provisions

1. No needs-based payments will be provided.
2. Transportation will be provided, if noted as a barrier to training and depending on availability of funds, to all eligible customers, at a maximum up to \$15.00 per day for training and job search activities. Check current procedures for current transportation costs.
3. Child care support will be provided, if noted as a barrier to training and depending on availability of funds, to all eligible customers, up to a maximum of \$150 per week (for one child) or \$200.00 per week (for two or more children) with a time limit consistent with training.
4. Other allowable support services may be provided on an as-needed individual basis only when a barrier is established which no other agency will meet. Such support services would maintain a maximum expenditure of \$1500.00 (Suggested up to \$2,000) for any one participant. On-line fees to be included as a support service. Any amount over \$1,500 (Suggested up to \$2,000) may be approved by the Executive Director upon recommendation by the Director of Program Operations. Exceptions will be reported to the Executive Committee and a \$2,000.00 (Suggested up to \$2,500) cap will be in place.
5. Under WIOA Section 680.660 a one-time supportive service of \$800.00 for relocation services will be provided to Dislocated Workers.
6. A maximum supportive service of \$350.00 shall be given to the exited customer for post placement supportive services based on individual need. WIOA Section 680.150 indicates local board can determine how follow up support can be determined.
7. The staff will develop administrative operational procedures for approving, documenting, and reimbursing for support services within limits provided by the WIOA legislation, Tennessee Department of Labor and Workforce Development regulations and directives, Board policies, and LWSM budgetary provisions and performance standards. All funding dependent on funding availability.

Title: LWSM Policy

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Effective Date:

Duration: Indefinite

Authorized By:

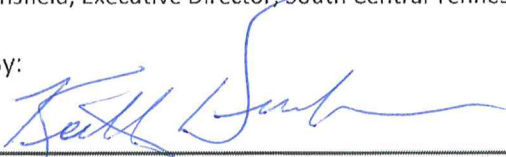


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Jerry Mansfield, Executive Director, South Central Tennessee Development District

Date

Approved By:



12/21/2018

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Keith Durham, Board Chair, Southern Middle Tennessee Local Workforce Board

Date