



## Workforce Innovation & Opportunity Act

*Reid State introduces a new program to build a strong workforce and enhance partnerships with education and workforce development.*

Develop employment skills while participating in PAID OJT (On –the-Job Training)!!!

Participants may receive a gas card to help with transportation and childcare services.

Ages 16-24 may enroll

**Potential Employers:**

Guyoung Tech      T R Miller Mill Company

Weyerhaeuser

- Resume Writing
- Soft Skills Training
- Basic Computer Preparation
- Job Search Assistance
- Apply for Employment
- Work-Based Skills
- Career Exploration & Identification
- Complete a College Application
- Academic Tutoring
- Individualized Mentoring Sessions
- CPR/ First Aid Training

**GET CAREER READY TODAY!**

Services are provided from 8:00-3:00 Monday through Wednesday, and Friday, 8-1 on the RSTC main campus.

**Contact WIOA Program Coordinator, Blake Bryant**

[bbryant@rstc.edu](mailto:bbryant@rstc.edu)



**(251)-578-1313 ext. 153**

## WIOA Pre Screening Application

First Name \_\_\_\_\_ MI \_\_\_\_\_ Last Name \_\_\_\_\_ SSN \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Home Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_ Emergency Phone \_\_\_\_\_

Current Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Permanent Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

County \_\_\_\_\_

Email Address: \_\_\_\_\_

Age \_\_\_\_\_

Male

Female

Selective Service Aware Yes \_\_\_\_\_ No \_\_\_\_\_

- Black or African American
- American Indian or Alaskan Native
- Native Hawaiian or Other Pacific Island
- White
- Hispanic or Latino
- Asian
- Two or more races

**List of all colleges or technical colleges you have attended and give dates of attendance at each.**

Name of High School/College	City	State	Years of attendance	Degree

### Supportive Services (Address needs)

Support Service	Referred to	Date	Comments
Day Care			
Housing			
Clothing			
Transportation			

<b>Food</b>			
<b>Other</b>			

**Youth Barriers to Goal Achievement-Education, Training, & Employment:**

<b>All Barriers must be addressed: (Check All That Apply)</b>			
<b>Basic Skills Deficient</b>	_____	<b>Homeless, Runaway, Foster Child</b>	_____
<b>School Drop-Out</b>	_____	<b>Below Grade Level</b>	_____
<b>Pregnant or Parenting</b>	_____	<b>Requires Assistance to Complete to</b>	
<b>Offender</b>	_____	<b>complete Educational Program</b>	_____
<b>Disability (Including Learning)</b>	_____		

***I learned about the WIOA program from:***

- Brochure, pamphlet, poster, signs
- Radio ad
- Newspaper ad
- Friend, neighbor, or family member
- Employer
- Classmate
- Counselor/social worker
- Other (please specify): \_\_\_\_\_

## References

*Please list three professional references.*

Full Name: \_\_\_\_\_ Relationship: \_\_\_\_\_  
Company: \_\_\_\_\_ Phone: \_\_\_\_\_  
Address: \_\_\_\_\_

Full Name: \_\_\_\_\_ Relationship: \_\_\_\_\_  
Company: \_\_\_\_\_ Phone: \_\_\_\_\_  
Address: \_\_\_\_\_

Full Name: \_\_\_\_\_ Relationship: \_\_\_\_\_  
Company: \_\_\_\_\_ Phone: \_\_\_\_\_  
Address: \_\_\_\_\_

## Previous Employment

Company: \_\_\_\_\_ Phone: \_\_\_\_\_  
Address: \_\_\_\_\_ Supervisor: \_\_\_\_\_

Job Title: \_\_\_\_\_ Starting Salary: \$ \_\_\_\_\_ Ending Salary: \$ \_\_\_\_\_

Responsibilities: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Reason for Leaving: \_\_\_\_\_

May we contact your previous supervisor for a reference?

YES

NO

Company: \_\_\_\_\_ Phone: \_\_\_\_\_  
Address: \_\_\_\_\_ Supervisor: \_\_\_\_\_

Job Title: \_\_\_\_\_ Starting Salary: \$ \_\_\_\_\_ Ending Salary: \$ \_\_\_\_\_

Responsibilities: \_\_\_\_\_



The logo of Reid State College is a circular emblem. It features a central vertical line with a red-to-white gradient. On either side of this line are four quadrants containing symbols: a gear and a lightning bolt in the top-left, a caduceus in the top-right, a stylized atom in the bottom-left, and a quill pen in the bottom-right. The words "REID STATE" are arched across the top, and "COLLEGE" is arched across the bottom.

# Workforce Innovation and Opportunity Act

Blake Bryant  
WIOA Program Coordinator  
(251) 578-1313 ext. 153  
bbryant@rstc.edu

## **WIOA**

Reid State Technical College has been awarded a Workforce Innovation and Opportunity ACT (WIOA) grant that will allow youth to obtain education and employability skills. This act will enable youth with difficulties seeking employment to gain on-the-job training opportunities, academic, and occupational skills training. Industry partners include healthcare, manufacturing, distribution, automotive, and information technology options.

The target is youth between the ages of 16-24 who do not have a high school diploma, or GED.

The Workforce Innovation and Opportunity Act program is assisting with building the capacity of the public workforce while enhancing the youth's education skills. Through job preparation, students will be able to interact internally and externally with many entities. This will create more job opportunities for citizens within our communities and encourage economic growth and development with RSTC.

It is often very challenging for students to fully commit to their education because of the many barriers that life sometimes presents. In order to help alleviate some of the financial burdens that can arise for students, Reid State will offer incentives that could help motivate them to keep pushing forward. Students that participate regularly by taking advantage of the services being offered thru the grant will be allowed to capitalize on their commitment. Eligible students may receive a gas card once a week or every other week and/or receive child care services at least two days a week. Students will also get the opportunity to further develop their employability skills by participating in paid OJT (on –the-job training) opportunities sponsored by the grant and provided by area businesses and industries. Industry participants include Guyoung, T R Miller Mill Company, and Weyerhaeuser.

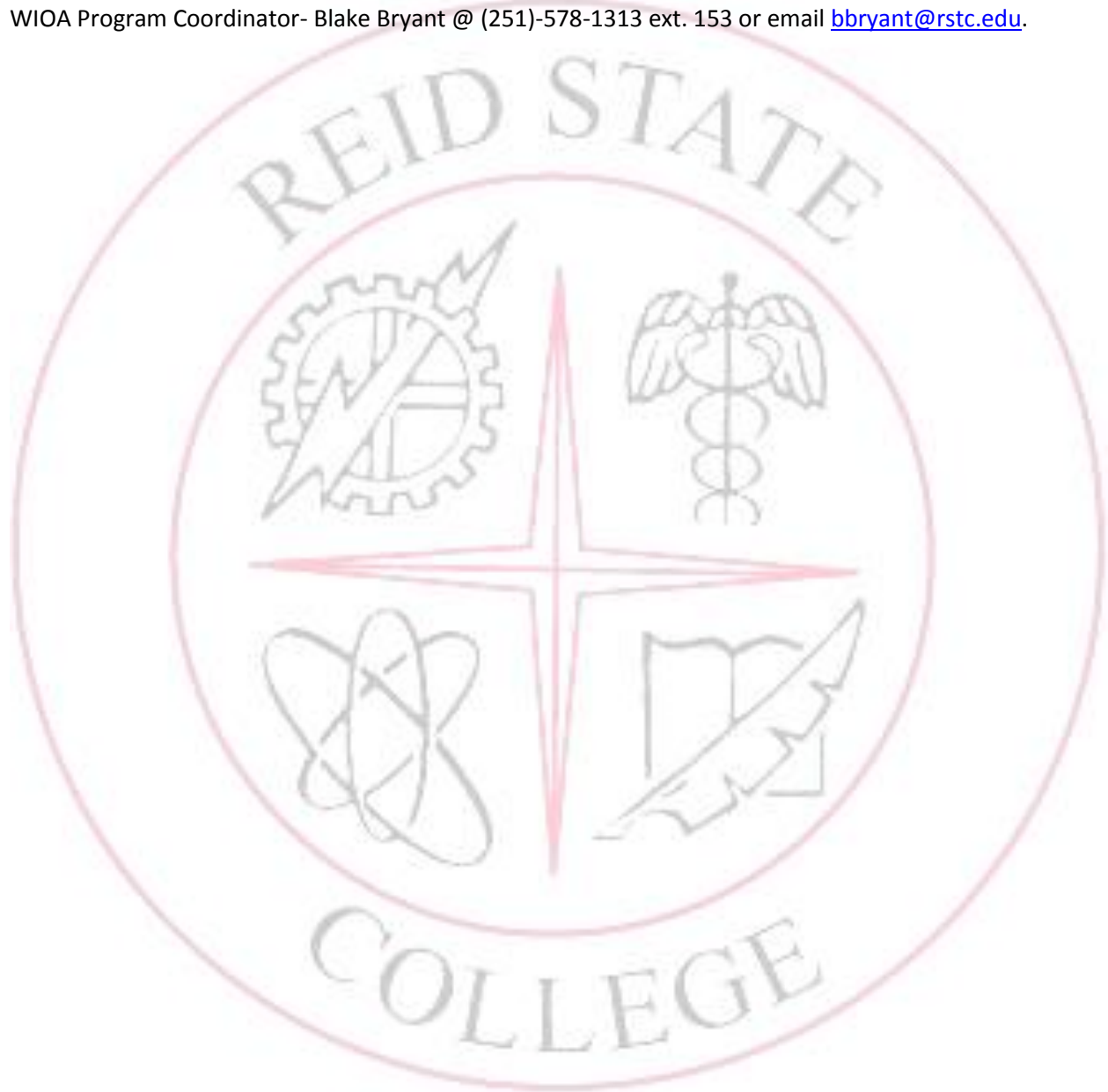
### **Provides Training**

Reid State believes that this program will help provide a strong workforce within the communities as well as enhanced partnerships with education and workforce development. The training that these youth will be encountering is as followed:

- Resume Writing
- Soft Skills Training
- Basic Computer Preparation
- Job Search
- Completing Job Applications
- Work-Based
- Career Exploration and Identification
- Completing a College Application
- Academic Tutoring
- Individualized Mentoring Sessions
- CPR/ First Aid Training

## **Application**

Program participants will be selected based on the out-of-school eligibility requirements of the WIOA. Service will be provided from 8:00-3:00 Monday through Wednesday and Friday, 8-1 on the RSTC main campus. Applications are now being accepted. For further information about the program, contact the WIOA Program Coordinator- Blake Bryant @ (251)-578-1313 ext. 153 or email [bbryant@rstc.edu](mailto:bbryant@rstc.edu).





## Incentive Policy

**Program participants can receive a gas card to help with transportation and childcare services (For ages 16-24).**

### **Transportation/ Gas Card Incentive**

- Participants must complete all first month activities for the program in order to qualify for their first gas card.
- Participants must exhibit progress in program training and activities to qualify for Gas Card Incentive.
- A milestone form will be completed by program coordinator/case manager to provide weekly status on participants program training. Participants must sign milestone form or complete a gas card request form for Gas Card Incentive.
- Participants can qualify for a maximum of four gas cards per month. Total Cost per month cannot exceed \$200 per participant or based on availability of funds.

### **Childcare Incentives**

Only participants who are participating in Work-Based Experience, have attended 60% of program activities, are meeting program requirements, and have documented proof of childcare needs will qualify for childcare incentives.

- Proof of childcare needs can be documented by providing 2 of the following items:
  1. Notarized letter verifying primary childcare responsibilities
  2. Copy of Birth Certificate verifying legal guardianship
  3. Existing childcare documentation from childcare provider/ school identifying primary parent or guardianship
  4. Legal document from local court/judge verifying parental guardianship
- Participants will not receive money for childcare expenses. Childcare provider will be reimbursed after services have been rendered and proper documentation of services has been filed with program coordinator/ case manager.

# Workforce Innovation and Opportunity Act (WIOA) Youth Eligibility

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## General Eligibility Criteria for All Applicants

- **Citizenship / Eligible Non-Citizen** (U.S. national, lawfully admitted permanent resident alien or other immigrant authorized by the Department of Homeland Security to work in the U.S.) Identity and Employment Authorization must be verified.
  - **Age/ Date of Birth**
  - **Selective Service Registration** – Males, age 18 through 25, must register with the Selective Service System. Register at the Selective Service website: [www.sss.gov](http://www.sss.gov).
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## Out-of-School Youth

- a) **Not attending any school** (as defined under State law. Under Alabama law, the term “attending school” refers to a youth attending secondary school (high school).
- b) **Not younger than 16 or older than age 24 at the time of enrollment** and
- c) One or more of the following:
  - 1) A school dropout
  - 2) A youth who is within the age of compulsory school attendance\* but has not attended school for at least the most recent complete school year calendar quarter. School year calendar quarter is based on how a local school district defines its school year quarters;
  - 3) A recipient of a secondary school diploma or its recognized equivalent who is a low income individual and is either basic skills deficient or an English language learner;
  - 4) An individual who is subject to the juvenile or adult justice system
  - 5) A homeless individual, a runaway, an individual who is in foster care or has aged out of the foster care system, a child eligible for assistance under section 477 of the Social Security Act (John H. Chafee Foster Care Independence Program) or an individual who is in an out-of-home placement.
  - 6) An individual who is pregnant or parenting
  - 7) An individual with a disability
  - 8) A low-income individual who requires additional assistance to enter or complete an educational program or to secure or hold employment. (WIOA sections 3(46) and 129 (a)(1)(B).)

\* Under Alabama law, youth are required to attend school until age 17. The high school dropout age is 17.

## Under WIOA:

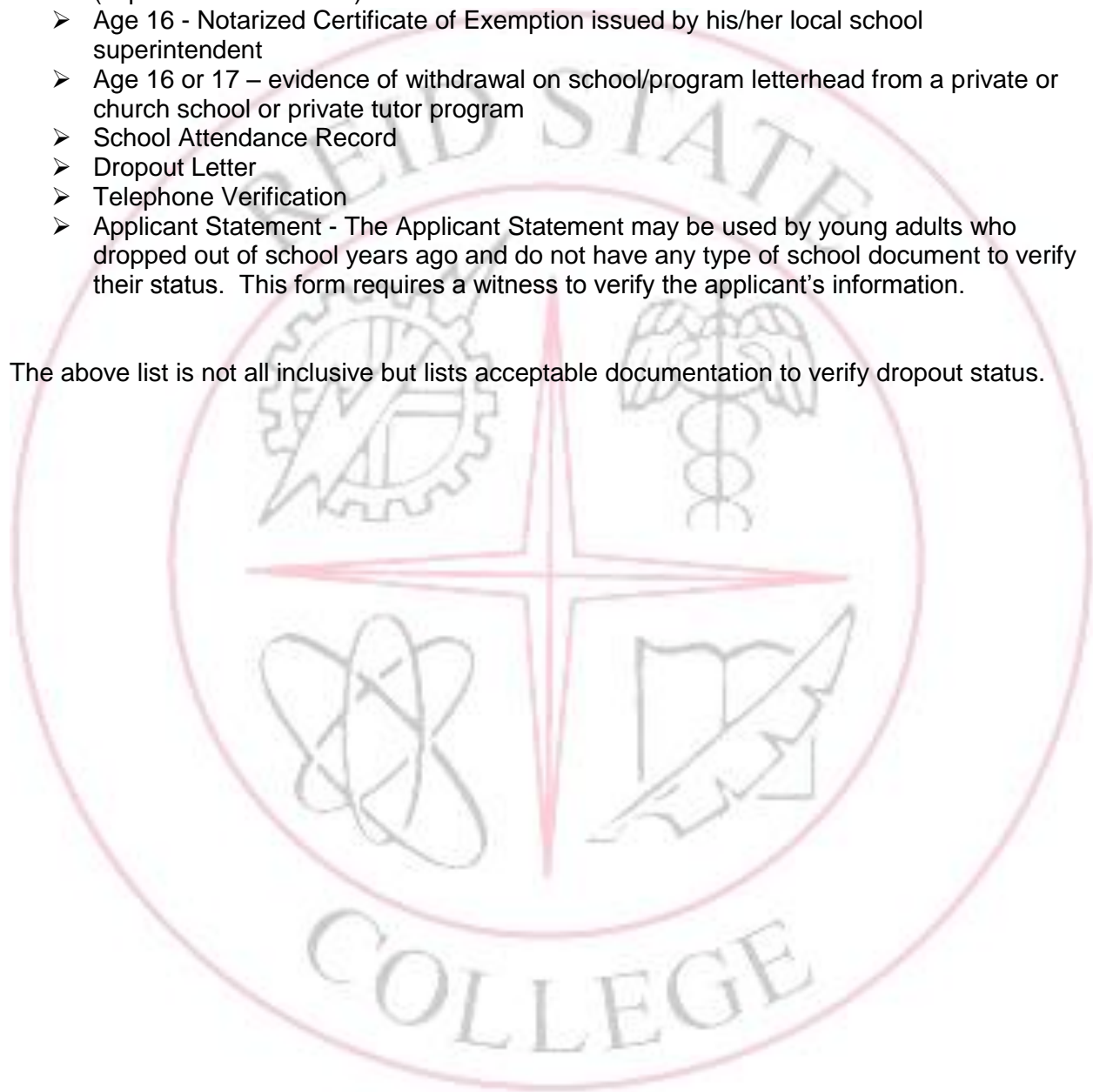
- **Youth who are high school dropouts do not have to be low income.**
- **Youth who have received a high school diploma or GED must be low income.**

- Youth enrolled in postsecondary education are considered out-of-school youth for WIOA.
- Out-of-school youth must have a barrier to employment.

**Documentation to Verify Dropout Status:**

- Age 17 - Notarized Student Exit Interview form from the public school system (implemented 8/1/2009)
- Age 16 - Notarized Certificate of Exemption issued by his/her local school superintendent
- Age 16 or 17 – evidence of withdrawal on school/program letterhead from a private or church school or private tutor program
- School Attendance Record
- Dropout Letter
- Telephone Verification
- Applicant Statement - The Applicant Statement may be used by young adults who dropped out of school years ago and do not have any type of school document to verify their status. This form requires a witness to verify the applicant's information.

The above list is not all inclusive but lists acceptable documentation to verify dropout status.



## In-School Youth

- a) Attending school (as defined under State law. Under Alabama law, the term “attending school” refers to a youth attending secondary school (high school). \*
- b) Not younger than age 14 or older than age 21
- c) Low income individual and
- d) Have one or more of the following barriers:
  - 1) Basic skills deficient
  - 2) An English language learner
  - 3) An offender
  - 4) A homeless youth or a runaway, in foster care or has aged out of the foster care system,
  - 5) Pregnant or parenting
  - 6) A youth who is an individual with a disability
  - 7) An individual who requires additional assistance to complete an educational program or to secure or hold employment

\* Alabama law requires youth to attend high school up to age 17.

## Barriers to Employment

An individual with a barrier to employment means a member of one or more of the following populations:

- Displaced homemaker
- Low income individuals
- Indians, Alaska Natives, and Native Hawaiians
- Individuals with disabilities including youth who are individuals with disabilities
- Older individuals
- Ex-offenders
- Homeless individuals or homeless children and youth
- Youth who are in or have aged out of the foster care system
- Individuals who are English language learners, individuals with low levels of literacy, and individuals facing substantial cultural barriers
- Eligible migrant and seasonal farmworkers (as defined in section 167(i))
- Individuals within 2 years of exhausting lifetime eligibility for TANF
- Single parents including single pregnant women
- Long-term unemployed individuals
- Such other groups as the Governor determines to have barriers to employment

## Low Income Criteria

The term low-income individual means an individual who:

- Receives or is a member of a family that receives or in the past 6 months has received assistance through Supplemental Nutrition Assistance Program (SNAP), Temporary Assistance for Needy Families (TANF) or the Supplemental Security Income (SSI) program or State, or local income based public assistance.
- Is in a family whose total family income for the 6-month period prior to application does not exceed the higher of the poverty line or 70% of the Lower Living Standard Income Level for an equivalent period
- Is a homeless individual
- Receives or is eligible to receive a free or reduced price lunch under the National School Lunch Act
- Is a foster child on behalf of whom State or local government payments are made
- Is an individual with a disability whose own income meets the income requirements described for a family size of one but who is a member of a family whose income does not meet the requirements

**Special Rule:** For the purpose of this section, the term “low-income” used with respect to an individual, also includes a youth living in a high-poverty area. **Counties in the AWIA that would meet the high-poverty area criteria are:**

**Bullock County**  
**Lowndes County**  
**Sumter County**

**Conecuh County**  
**Macon County**  
**Wilcox County**

**Dallas County** **Greene County**  
**Marengo County** **Perry County**

# Workforce Innovation and Opportunity Act (WIOA) Adult and Dislocated Worker Eligibility

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## General Eligibility Criteria for All Applicants

- **Citizenship / Eligible Non-Citizen** (U.S. national, lawfully admitted permanent resident alien or other immigrant authorized by the Department of Homeland Security to work in the U.S.) Identity and Employment Authorization must be verified.
  - **Age/ Date of Birth**
  - **Selective Service Registration** – Males, age 18 through 25, must register with the Selective Service System. Registration can be completed online at the Selective Service website: [www.sss.gov](http://www.sss.gov).
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## Adult

An individual who is age 18 or older

- Must meet low income eligibility for AWIA Training Services

## Low Income Criteria

The term low-income individual means an individual who:

- Receives or is a member of a family that receives or in the past 6 months has received assistance through Supplemental Nutrition Assistance Program (SNAP), Temporary Assistance for Needy Families (TANF) or the Supplemental Security Income (SSI) program or State, or local income based public assistance.
- Is in a family whose total family income for the 6-month period prior to application does not exceed the higher of the poverty line or 70% of the Lower Living Standard Income Level for an equivalent period
- Is a homeless individual
- Receives or is eligible to receive a free or reduced price lunch under the National School Lunch Act
- Is a foster child on behalf of whom State or local government payments are made
- Is an individual with a disability whose own income meets the income requirements described for a family size of one but who is a member of a family whose income does not meet the requirements

## Dislocated Worker

An individual who:

- A.** has been terminated or laid off, or who has received a notice of termination or lay off, from employment;

is eligible for or has exhausted entitlement to unemployment compensation;

or

has been employed for a duration sufficient to demonstrate an attachment to the workforce but is not eligible for unemployment compensation due to insufficient earnings or having performed services for an employer not covered by the state unemployment compensation law

and

is unlikely to return to previous industry or occupation;

- B.** has been terminated or laid off, or has received a notice of termination or 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 where the employer has made a general announcement that such facility will close within 180 days; or

for purposes of eligibility to receive services other than training services in Section 134(c)(3), career services described in section 134(c)(2), or supportive services, is employed at a facility at which the employer has made a general announcement that such facility will close;

- C.** was **self-employed** (including employment as a farmer, a rancher, or a fisherman) but is presently unemployed as a result of general economic conditions in the community where the individual resides or because of natural disasters;

- D.** is a **displaced homemaker** which means an individual who has been providing unpaid services to family members in the home and who:

- 1) has been dependent on the income of another family member but is no longer supported by that income;

or

- 2) is the dependent spouse of a member of the Armed Forces on active duty\* and whose family income is significantly reduced because of deployment,\*\* a call or order to active duty,\*\*\* a permanent change of station, or

the service-connected \*\*\*\* death or disability of the member

and

is unemployed or underemployed and is experiencing difficulty in obtaining or upgrading employment.

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\* as defined in section 101(d) (1) of title 10, United States Code, the term **active duty** means full-time duty in the active military service of the United States. Such term includes full-time training duty, annual training duty, and attendance, while in the active military service, at a school designated as a service school by law or by the Secretary of the military department concerned. Such term does not include full-time National Guard duty.)

\*\* as defined in section 991(b) of code 10, United States Code, or pursuant to paragraph (4) of such section, a member of the armed forces shall be considered deployed or in a **deployment** on any day on which, pursuant to orders the member is performing service in a training exercise or operation at a location or under circumstances that makes it impossible or infeasible for the member to spend off-duty time in the housing in which the member resides when on garrison duty at the member's permanent duty station or homeport. In the case of a member of a reserve component who is performing active service pursuant to orders that do not establish a permanent changed of station, the housing referred to is any housing (which may include the member's residence) that the member usually occupies during off-duty time when on garrison duty at the member's permanent duty station or homeport.

Paragraph (4) – The Secretary of Defense may prescribe a definition of deployment for the purposes of this section other than the definition specified. Any such definition may not take effect until 90 days after the date the Secretary notifies the Committee on Armed Services of the Senate and House of Representatives.

\*\*\* pursuant to a provision of law referred to in section 101(a)(13)(B) of title 10 United States Code, **a call or order to active duty** of members of the uniformed services under section title 10 section 688, 12301(a), 12302, 12304, 12304(a), 12305, or 12406, chapter 15 of this title, section 712 of title 14, or any other provision of law during a war or during a national emergency declared by the President of Congress. (Note: These sections refer to retired members of the regular armed forces, reserve units and the National Guard being called to active duty.)

\*\*\*\* as defined in section 101(16) of title 38, United States Code, **service-connected** means with respect to disability or death, that such disability was incurred or aggravated, or that the death resulted from a disability incurred or aggravated, in line of duty in the active military, naval or air service.

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E. is the **spouse of a member of the Armed Forces on active duty** (as defined in section 101(d) (1) of title 10, United States Code \*), and who has experienced a loss of employment as a direct result of relocation to accommodate a permanent change in duty station of such member;

or



is the spouse of a member of the Armed Forces on active duty and who is unemployed or underemployed and is experiencing difficulty in obtaining or upgrading employment.

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