



# Spokane Area WORKFORCE DEVELOPMENT COUNCIL

## Independent Individual

Workforce Investment Act Policies and Procedures

**POLICY #:** 405

Effective Date: October 6, 2008  
Revised: N/A

### **PURPOSE**

Establish policies and procedures for determining whether an individual **18 years or older** is an independent individual for the purposes of determining family size in the determination of eligibility for the Workforce Investment Act (WIA) Title I-B Youth and Adult Programs.

### **BACKGROUND**

Under WIA (Section 101(15), the term **family** means two or more persons related by blood, marriage, or decree of court, who are living in a single residence, and are included in one or more of the following categories:

- A. Husband, wife, and dependent children
- B. Parent or guardian and dependent children
- C. Husband and wife

WIA does not define **dependent**. This lack of definition can lead to uncertainty in making eligibility decisions regarding family size and income for youth living “at home” with their parents or guardians.

The state has identified three instances, at a minimum, in which a given youth must be considered as a **dependent** for the purpose of determining family size for WIA Title I-B Youth and Adult Program eligibility. These three instances are:

- A. Youth not yet 18, who are not emancipated youth or runaway youth, living “at home” with their parents or guardians.
- B. Youth age 18-19 who are full-time students in a secondary school or equivalent, and are living “at home” with their parents or guardians.
- C. Youth age 18-21 who are not full-time students, and are living “at home” with their parents or guardians, and who are primarily supported by their parents.

### **POLICY**

Spokane Area Workforce Development Council has defined additional criteria, policies, and procedures to help staff determine family size for the purpose of determining WIA Title I-B Youth and Adult Program eligibility. Family size must be established in order to determine low income eligibility defined in SAWDC Adult Priority of Service/Eligibility and Youth Eligibility.

1. A individual 18 years or older who resides in the family and who, within the last six months, has had any income totaling more than 30 percent of the OMB Poverty Income level guidelines for a family of one for 12 months may be considered a family of one.
2. Married or living with a dependent child.

If a married individuals family (spouse and/or dependent) reside with the individual and are living within the household of other family members they are determined to be a family living within a family and the individuals married family is used to establish family size. (Example – An individual and their spouse and child are living with the individual's parents would be a family size of 3 for determining eligibility).

## **REFERENCE**

*Grantees, subrecipients, and contractors funded under the Workforce Investment Act, (WIA) whether in whole or in part, must abide by the Workforce Investment Act of 1998, the WIA Regulations, all applicable Office of Management and Budget (OMB) Circulars, state regulations in laws and rules (Revised Code of Washington and Washington Administrative Code), Office of Financial Management (OFM) policies, and the Washington State WIA Policies.*

Public Law 105-220-August 7, 1998, aka the Workforce Investment Act of 1998

State Policy #3670

## **SUPERSEDES:**

N/A - New Policy

## **DIRECT INQUIRES TO:**

(As referenced in SAWDC Staff Composition Policy #100)

Policy Manager  
Spokane Area Workforce Development Council Administration  
808 W. Spokane Falls Blvd.  
City Hall, Room 606  
Spokane, Washington 99201  
Telephone: 509-625-6210  
Fax: 509-625-6929  
[www.wdcspokane.com](http://www.wdcspokane.com)