



Spokane Area WORKFORCE DEVELOPMENT COUNCIL

Registration WIA Title 1B Customers

Workforce Investment Act Policies and Procedures

POLICY #: 401

Date of Original Policy: March 21, 2008

Effective Date: March 21, 2008

Revised: N/A

BACKGROUND:

Registration is the process for collecting information for supporting a determination of eligibility. This information may be collected through methods that include electronic data transfer, personal interview, or an individual's application. "WIA Title 1B registration occurs at the point where there is significant staff involvement. (20 CFR 663.105; 664.215).

Significant staff involvement occurs at the point where:

- A planned intervention of WIA 1B services occurs, and
- An Individual Employment Plan IEP (Adult and Dislocated Worker), or Individual Service Strategy ISS (Youth), is implemented using WIA 1B dollars."

PROCEDURE:

When a customer is enrolled into a Workforce Investment Act Title 1-B funded program (WIA), a significant commitment on the part of the system is made. The customer must meet WIA Title 1-B eligibility and other requirements by following SAWDC policy. The customer is referred to as a participant as soon as the required data for enrollment is entered into SKIES. Under WIA, every participant:

1. Will be tracked through SKIES.
2. Will be tracked for three quarters after their exit quarter.
3. Counts toward the federal performance measures.

EQUAL OPPORTUNITY:

The SAWDC is an equal opportunity employer and provider of employment and training services. Auxiliary aids and services are available upon request to persons of disability.

REFERENCE:

Workforce Investment Act [(P.L. 105-220) Title I, Sections 101(9), 134 & 136]
20 CFR Parts 652 et al; 662.240; 663.105; 663.110; 663.115(a)(b); 663.200; 663.240;
663.310; 663 Subpart A, B, and C; 664.215
U.S. Department of Labor (USDOL) Training and Employment Guidance Letter 7-99
Washington State WIA Policy 3636, 3640 & 3641
Jobs for Veterans Act of 2002 (P.L. 107-288)

ATTACHMENTS

Attachment A – Chart of Services

SUPERSEDES

WDC Policy C.1

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