Policy Title:	Priority of Service		
Policy #:	WIOA010	Effective Date:	7/29/2020
		Review Date:	3/02/2021
		Expiration Date:	Until Rescinded or Superseded
Purpose:	This policy outlines the requirements for providing priority of service to eligible individuals for all United States Department of Labor (USDOL) funded programs.		
Forms:			
Guidance:	CareerSource Florida Policy #105; Public Law 113-128, Workforce Innovation and Opportunity Act, Sections 3 and 134(c)(3)(E); 20 Code of Federal Regulations (CFR) 680.600 - 680.660; 20 CFR 683.230 and 20 CFR Part 1010; Title 38, United States Code (U.S.C.) 4213; Title 38, United States Code (U.S.C.) 4215; Training and Employment Guidance Letter (TEGL) No. 19-16; and TEGL 10-09; Section 445.004, Florida Statutes; and TEGL 7-20		

Priority of Service means adults who meet the criteria outlined in this administrative policy must be served before other persons for the receipt of individualized career services and training services. Priority is not part of the eligibility determination for any program; rather, it is meant to emphasize access to individualized career and training services for these higher-need populations. Priority of service does not apply to participants served in the WIOA dislocated worker program.

This policy outlines the requirements for providing priority of service to eligible individuals under United States Department of Labor (DOL) programs funded through the Workforce Innovation and Opportunity Act (WIOA) programs, which include, WIOA statewide special grant programs and Trade Adjustment Assistance programs operated by CareerSource Flagler Volusia (CSFV).

Statutory Priority for Adult Funds: WIOA focuses on serving individuals with barriers to employment and ensures access to these services on a priority basis. CSFV will give priority for the provision of individualized career and training services in the following sequential order:

1. Recipients of public assistance.
2. Low-income individuals. Payments for unemployment compensation, child support payments and old-age survivors' insurance are not excluded from income calculations for determining if an individual is low income.
3. Individuals who are basic skills deficient.

Low-income is defined by the Annual Poverty Guidelines

Veteran and Adult Priority of Service: Veterans and eligible spouses receive priority of service for all DOL funded job training programs, which include WIOA programs. However, when programs are statutorily required to provide priority for a particular group, such as the WIOA priority for adult funds described above, priority must be provided in the order described below. Veterans who receive priority of service must meet all WIOA adult program eligibility requirements. For income-based eligibility determinations, amounts paid while on active duty or paid by the Department of Veterans Affairs (VA) for vocational rehabilitation, disability payments or related VA funded programs cannot be considered income for eligibility purposes.

CSVF will ensure veterans and eligible spouses are made aware of their eligibility to priority of service, the full array of workforce programs and services available to them, and any applicable eligibility requirements for those programs and services.

Priority of service must be provided to eligible WIOA adult program participants in the following order:

1. Veterans and eligible spouses who are also recipients of public assistance, other low-income individuals, including the underemployed, or individuals who are basic skills deficient.
2. Individuals who are not veterans or eligible spouses who are included in the groups given WIOA priority selection criteria, (public assistance recipient, other low-income individuals including underemployed or basic skills deficient).
3. All other veterans and eligible spouses who are not included in the WIOA priority groups (see above items 1 and 2).
4. Other individuals who do not meet the statutory priority, but who are identified as priority populations established by the Governor and/or CSFV.
5. Other individuals who do not meet the statutory priority and who do not meet the Governor's or CSFV's discretionary priority, but who do meet the WIOA adult program eligibility.**

**Contingent on prior approval from CSFV Board Staff to serve this priority group.

Definitions:
1. Basic Skills Deficient – An individual who is unable to compute or solve problems, or read, write, or speak English at a level necessary to function on the job, in the individual's family or in society.
2. Eligible Spouse – The spouse of:
   a. Any veteran who died of a service-connected disability;
   b. Any 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:
       i. Missing in Action;
       ii. Captured in line of duty by a hostile force; or
       iii. Forcibly detained or interned in line of duty by a foreign government or power;
   c. Any veteran who has a total disability resulting from a service-connected disability, as evaluated by the Department of Veterans Affairs; or
   d. Any veteran who died while a disability was in existence.
3. Low Income – An individual who:

a. Receives, or in the past six months has received, or is a member of a family that is receiving or in the past six months has received, assistance through the Supplemental Nutrition Assistance Program (SNAP) established under the Food and Nutrition Act of 2008 (7 U.S.C. 2011 et seq.), the program of block grants to States for Temporary Assistance for Needy Families (TANF) program under part A of title IV of the Social Security Act (42 U.S.C. 601 et seq.), or the Supplemental Security Income program established under title XVI of the Social Security Act (42 U.S.C. 1381 et seq.), or state or local income-based public assistance;

b. Is in a family with total family income that does not exceed the poverty line; or 70 percent of the Lower Living Standard Income Level;

c. Is a homeless individual (as defined in section 41403(6) of the Violence Against Women Act of 1994 (42 U.S.C. 14043e–2(6)), or a homeless child or youth (as defined under section 725(2) of the McKinney-Vento Homeless Assistance Act (42 U.S.C. 11434a (2));

d. Receives or is eligible to receive a free or reduced-price lunch under the Richard B. Russell National School Lunch Act (42 U.S.C. 1751 et seq.);

e. Is a foster child for whom state or local government payments are made; or

f. Is an individual with a disability whose own income meets the income requirement, but who is a member of a family whose income does not meet this income requirement.

4. **Public Assistance Recipient** – An individual who receives, or in the past six months has received, or is a member of a family that receives or in the past six months has received, assistance through one or more of the following:

a. Supplemental Nutrition Assistance Program;
b. Temporary Assistance for Needy Families;
c. Supplemental Security Income; or
d. Other state or local income-based assistance.

5. **Veteran** – An individual who served in the active military, naval, or air service, and was discharged or released under conditions other than dishonorable. Active service includes full-time duty in the National Guard or a Reserve component, other than full-time duty for training purposes.

6. **Veteran Priority of Service** – Veterans and eligible spouses are given priority over non-covered persons for the receipt of employment, training and placement services provided under a qualified job training program. Priority means veterans and eligible spouses are entitled to precedence over non-covered persons for services. This means a veteran or an eligible spouse either receives access to a service earlier in time than a non-covered person or, if the resource is limited, the veteran or eligible spouse receives access to the services instead of or before the non-covered person.