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| Title: | Priority of Service Policy | Policy #: | 1 |
| Effective Date: | July 16,2020 | Revision Date: | July 16, 2020 |

Purpose:

The purpose of career and training services is to provide eligible customers with the means to obtain the necessary skills to become gainfully employer or re-employed. This policy is intended to define and establish parameters for the priority of service with WIOA Title I Adult funds.

Policy:

Priority

Priority for career and training services funded with WIOA Title I Adult funds shall be given to recipients of public assistance, other low-income individuals and individuals who are basic skills deficient, as well as any *covered person under the Veterans’ priority, in the local area. Thus, the following sequence of services priority will apply:

1. First priority will be provided to recipients of public assistance, other low-income individuals and individuals who are basic skills deficient in the local area who are covered persons with respect to Veterans’ priority;
2. Second priority will be provided to recipients of public assistance, other low-income individuals and individuals who are basic skills deficient in the local area;
3. Third priority will be covered persons with respect to the Veterans’ priority (these covered persons not considered to be recipients of public assistance or low-income);
4. Other local discretionary target population groups currently defined as the **working poor.

***Covered Person**

The term “covered person” includes anyone who is a Veteran. The term “covered person” also includes spouses of Veterans that fall into the following categories:

1. Any veteran who died of a service-connected disability
2. Any member of the armed forces on active duty who, at the time of the spouse’s application, is listed in one or more of the following categories and has been so listed for more than 90 days:
 - a. Missing in action;
 - b. Captured in the line of duty by a hostile force; or
 - c. Forcible detained or interned in the line of duty by a foreign government or power.
3. Any Veteran who has a total disability resulting from a service-connected disability; or
4. Any Veteran who while a disability so evaluated was in existence.

**Working Poor

WIOA funds may also be used to serve the working poor – those employed persons who have not yet achieved self-sufficiency – but priority must be given to low-income clients. Service providers shall track number of clients served and limit services to non-priority clients. Refer to VCWP Policy #2 regarding guidelines for self-sufficiency.

Geographic Area

WIOA funds allocated to LWDA 6 are reserved for clients who reside in or are/were employed within the geographic area comprising the Local Workforce Development Area.

To monitor implementation of Priority of Service locally, the Piedmont Workforce Development Board (PWDB) staff will run reports from the Virginia Workforce Connection (VaWC) quarterly and review the results to ensure there are no discrepancies in implementation of Priority of Service. If any are found, they will be addressed directly with the WIOA Title I Program Operator for remediation, as needed.