

	Policy No: PW-305
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	New ☐ Revised ☒
PRIORITY OF SERVICE	

PURPOSE

To direct Workforce Innovation and Opportunity Act (WIOA) funds to those most in need, while complying with U.S. Department of Labor Priority of Service requirements for Veterans.

BACKGROUND

Priority of Service occurs when a covered individual is given priority over non-covered individuals for the receipt of employment, training and placement services provided under WIOA. These individuals are entitled to precedence over non-covered persons for services – the covered individual either receives access to a service earlier in time than a non-covered person or, if resources are limited, receives access to the service instead of or before the non-covered person.

TEGL 10-09 states recipients (and sub-recipients) of U.S. Department of Labor (DOL) funds are subject to the priority of service regulations and are thus required by law to provide priority of service to veterans and eligible spouses. This is a requirement of receiving DOL funds. It is important to note that a veteran or eligible spouse must first meet any and all of the eligibility criteria in order to be considered eligible for enrollment in the program, receipt of priority for enrollment and priority for receipt of services.

In addition, WIOA requires when expending funds allocated for Adult Employment and Training activities, priority shall be given to recipients of public assistance, basic skills deficient, and other low-income individuals for intensive services and training services. The public assistance, basic skills deficient and low-income priority does not apply to Dislocated Worker funds.

REFERENCES

Workforce Innovation and Opportunity Act Section 134(c)(3)(E)
 Workforce Innovation and Opportunity Act Section 3(5)
 Workforce Innovation and Opportunity Act Section 3(36)
 TEGL 10-09 Priority of Service for Veterans and Eligible Spouses
 TEGL 19-16 Guidance on Services
 20 CFR 680.600; 680.650
 WTDB Policy – Priority of Service

POLICY

To address the requirement of the WIOA, SOWIB is establishing the following prioritization for services:

Veterans: For workforce programs that operate or deliver services to the public without targeting specific groups, veterans and eligible spouses must receive priority of service over all other program participants. For Programs with Eligibility Criteria, veterans and eligible spouses who meet the eligibility criteria will receive priority for enrollment in the program, as well as priority for receipt of services. (i.e. Adult and DW intensive services, NEGs and any other programs that has eligibility requirements). For programs with statutory or mandatory priorities (such as programs/grants that have specific populations that are allowable to be served in the grant), priority of service is applied as described below:

1. Veterans and eligible spouses who meet the program-specific mandatory priorities will receive the highest level of priority of service.
2. Non-covered individuals who meet the program's mandatory priority receive the second level of priority of service.
3. Veterans and eligible Spouses outside the program-specific mandatory priority receive the third level of priority of service.
4. Non-covered individuals outside the program's mandatory priority receive the lowest level of priority of service.

Public Assistance Recipients/Other Low Income/ Basic Skills Deficient: In provision of career and training services, priority must be given to eligible public assistance recipients, other individuals that are low income and for which you have documentation of low income status and individuals who are basic skills deficient (WIOA sec. 3(5)). Note: Individuals who are English language learners meet the criteria for "basic skills deficient" and must be included in the priority population.

Priority of Service will be given to eligible public assistance recipients first and then other low-income individuals and those who are basic skills deficient. Priority must be documented.