

Supportive Service Rates for WIA Adult and Dislocated Worker Program

Northwest Region, July 1, 2010

Child Care

Childcare will be paid based on contracted days and will be supported by a class schedule and daycare provider attendance sheet. Each participant must apply for state childcare assistance prior to receiving WIA childcare supportive services. Childcare costs will be paid directly to the participant and the participant is responsible to paying their childcare provider. Childcare may be paid during school breaks to ensure continued availability only if it is documented in the providers policy.

Maximum Childcare rates will be as follows, if funding is available up to:

\$10 per day for one child, maximum

\$15 for two or more children, maximum

Transportation

Transportation will be paid based on the roundtrip mileage from the participant's home directly to the training facility and back. Verification documents must be obtained prior to payment. Mileage can be calculated using MapQuest or Yahoo maps and the lesser will be used for calculations of mileage. WIA funds will be funds of last resort.

Roundtrip Transportation rates will be as follows, if funding is available up to:

20 – 30 miles \$4

31 – 49 miles \$8

50 miles + \$10

Other Supportive Services

All other supportive services must be necessary to enable an individual to participate in services authorized under and consistent with Title I of WIA. The support must necessary for the participant to continue their education, obtain or retain employment. Examples of other supportive services is background check, application fees, training fees and costs, uniforms, tools, one time rent or one time utility assistance.

Guidelines for Supportive Services

The Workforce Investment Act is not an entitlement program.

Once you have enrolled in the program you will continue to be enrolled until you complete school and/or have been employed for a few months.

In order for us to monitor our funding, it is important for us to pay expenses within the timeframe in which they are incurred, within 45 days. It is also necessary to monitor each semester so we can plan accordingly.

We are not able to obligate tuition and support services for more than one semester. Within 3-4 weeks prior to the beginning of each semester call to arrange an appointment to complete the required documents.

Funding will be strictly on a first come first serve basis. Supportive services such as childcare and transportation reimbursements are also included pending the availability of funding.

The reimbursement policies will be effective from July 1, 2010 to June 30, 2011 and will apply to each participant. Your cooperation will ensure your reimbursement. If you have any questions, please contact us. All assistance is contingent upon available funding.

Participant Signature / Date

Parent/Guardian (if applicable) / Date

Team Member Signature / Date