



Workforce Development Board

60 Central Ave., Rm B38

Cortland, NY 13045

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Most In Need Under WIOA Policy

Most in need is defined for WIOA Title I (Adult and Dislocated Workers) as follows:

For Title I

It is the policy of this Workforce Area to serve those individuals who are determined by the Cayuga and Cortland Works Career Centers (our area One-Stop system) to be the most in need and who can benefit from WIOA funded services. This policy is to be implemented in the LWDA when 75% of the training funds in the LWDA have been obligated for training activities including OJT, CRT, etc. This policy should be used until training funds are fully obligated. The system is based on a Level of Need (LNI) rating scale of 100% as determined by weights we assigned to a list of employment barriers that meet the criteria for hard to serve target populations. In addition to the LNI number, it is our intention to consider other individual customer factors in assessing "need" for services. These factors are obtained during an interview. Factors will be documented in the customer file by Career Center staff. These factors include:

1. **Job Skills:** How marketable are an applicant's job skills? If a client's skills are obsolete, or the labor market is overwhelmed by a substantial layoff and clients are unable to find suitable re-employment, they should be considered in need.
2. **Previously Served Clients:** Any individual who was previously trained, or who dropped out of training would be considered a low priority for additional training.
3. **Other Tuition Assistance Programs:** If an individual can obtain similar classroom training assistance from other sources (EPE, TAP, PELL, etc.) he/she will be considered a lower priority.
4. **Ability To Benefit:** Priority will be given to individuals whom Career Center staff judge to be able to complete training, benefit from training, and who are entering training in a skill area that has adequate employment potential.

For Dislocated Workers:

Dislocated Worker status does not guarantee the applicant will receive services in the form of classroom training, tuition assistance, or On the Job Training. In an economic climate where the

need exceeds the resources of the program, the Local Area sets a priority of need to determine which applicant receives services. It is the policy of this area that the first priority of the Dislocated Worker services should be for those workers who have been laid off or have received notice of layoff due to a plant closing or reduction in workforce, and are unlikely to return to their previous occupation or industry an/or have been profiled by the NYS Department of Labor. A second level of priority is long-term unemployed. Another level for funding would include displaced homemakers and individuals who were dismissed from their previous job.

Level of Need Indicator Table is attached to this policy.



LEVEL OF NEED INDICATOR (LNI) TABLE

Please note: In order to be eligible to receive training funds, individuals must achieve at least 20 points on the Level of Need Indicator rating scale to be eligible for training funds. Also, if two (2) individuals are applying at the same time and only one can be funded the higher score will be awarded the funds.

Category	Individual Point	Total Possible Points	Actual Point Scored
1. Income		10	
PA Recipients	5		
Below Poverty Level	5		
2. Family Size		10	
6 or more	10		
4-5	8		
3	5		
3. Length of Unemployment		10	
Unemployed longer than 15 weeks	10		
Unemployed less than 15 weeks	5		
Employed	3		
Not in the labor force	1		
4. Other		70	
High School Dropout	18		
Handicapped	4		
Minority	4		
Youth	4		
Veteran	4		
Single Parent	4		
Female	4		
Basic Skills Deficient	4		
Limited English	4		
Displaced Homemaker	4		
Older Worker	4		
Offender	4		
Unemployment Insurance Claimant	4		
Food Stamp Recipient	4		
5. TOTAL ACTUAL SCORE			

Comments Regarding Additional Customer Factors:

Staff Signature _____

Date _____