

## WORKFORCE POLICY BULLETIN

<b>DATE:</b> August 25, 2006	<b>WPB #04-06</b>
<b>TO:</b> Contra Costa One-Stop Operator Consortium	<b>SUBJECT:</b>
<b>ATTN:</b> Operational Management	<input type="checkbox"/> ADMIN
<b>FROM:</b> Bob Lanter, Executive Director	<input type="checkbox"/> PLANNING
Tracey Brown-Carter, Business and Economic Development Coordinator	<input type="checkbox"/> MARKETING
Workforce Development Board	<input type="checkbox"/> EEO/AA
<b>SUBJECT:</b> Updated Self-Sufficiency Standard Policy for Workforce Investment Act Services	<input type="checkbox"/> FISCAL
	<input checked="" type="checkbox"/> OPERATIONS
	<input type="checkbox"/> RAPID RESPONSE
	<b>SPECIAL FILING:</b> X

The purpose of this Workforce Board Bulletin is to update this Workforce Investment Area's Policy regarding a Self-Sufficiency Standard for enrollment into WIA intensive and training services for working adults who do not earn enough income to be self-sufficient. The Self-Sufficiency Standard estimates the income that working adults require to meet basic needs without subsidies of any kind. The Standard estimates the minimum amount of money working adults must earn to meet their family's basic needs for housing, childcare, food, transportation, healthcare and taxes. Each June the Department of Labor under Title I of the Workforce Investment Act issues the Lower Living Standard Income Level.

Through WIA regulations, 20 CFR, Part 663-Adult and Dislocated Worker Activities under Title I of the Workforce Investment Act, Subpart B Intensive Services, 663.230, "Criteria used to determine whether an employed worker needs intensive services to obtain or retain employment leading to self-sufficiency". The Department of Labor (DOL) placed the responsibility for defining self-sufficiency in the hands of state and local Workforce Investment Boards in determining eligibility and extending services to low wage workers. The DOL provides a minimum threshold for each board known as the Lower Living Standard Income Level (LLSIL). The LLSIL, a poverty measure created by the Bureau of Labor Statistics, uses a basic family budget approach based on the cost of food.

The self-sufficiency standard recommended by the Workforce Development Board is calculated at 200% of the LLSIL. This self-sufficiency standard takes into account cost variations based on geography, particularly the cost of housing, family size and the age of household members; as well as costs for childcare, transportation, food and healthcare.

Adoption of the Standard will allow the WDB to:

- Extend services to low-wage workers and place them on a path to self-sufficiency, thereby raising community standards.

- Target high-road sectors of the economy and demand occupations for training; and develop customized training programs.
- Prioritize job-training programs that lead to self-sufficiency.
- Offer training in occupations with career ladders that lead to self-sufficiency, or at a minimum, a wage gain.
- Set minimum standards for customized training.
- Establish placement wage goals for customized training and the overall One-Stop system.

## Policy

It is the policy of the Workforce Development Board of Contra Costa (WDB) that it will adopt a Self-Sufficiency Standard that is 200% of the Lower Living Standard Income Level (LLSIL). The WDB used the updated 2006 LLSIL to create the self-sufficiency wage scale and revise this policy. The Workforce Development Board adopted an initial policy on November 24, 2003. **This Workforce Board Bulletin updates the policy and replaces all previous policies on the Self-Sufficiency Standard.**

When applying the self-sufficiency standard to individuals seeking training, current wages and family household size for that individual should be considered. The hourly wage should be divided by two when more than one adult wage earner lives in the household.

200% of the Lower Living Standard Income Level (LLSIL)

Self-Sufficiency Wage	Family Size					
	1	2	3	4	5	6
<b>Hourly</b>	<b>\$13.61</b>	<b>\$22.30</b>	<b>\$30.61</b>	<b>\$37.79</b>	<b>\$44.60</b>	<b>\$52.16</b>
<b>Monthly</b>	<b>\$2,178</b>	<b>\$3,568</b>	<b>\$4,898</b>	<b>\$6,047</b>	<b>\$7,137</b>	<b>\$8,345</b>
<b>Annual</b>	<b>\$26,140</b>	<b>\$42,820</b>	<b>\$58,780</b>	<b>\$72,560</b>	<b>\$85,640</b>	<b>\$100,140</b>

The Self-Sufficiency Standard will be applied when determining the following:

- Individual customer intake based on family size and household income.
- Employed-worker eligibility for Adult and Customized Training programs in occupations with career ladders that lead to self-sufficiency.
- Job training program priority in high-road sectors of the economy and demand occupations.
- Minimum standards for customized training.

If you have any questions regarding this bulletin, please contact Tracey Brown-Carter (925) 646-5023.

cc: Stephen Baiter, Administrator, Contra Costa One Stop Consortium/EASTBAY Works  
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