

Governor's Workforce Investment Division Policy No. 26-03

Subject: Workforce Investment Act Rapid Response Dislocated Worker Additional Assistance Funds

Effective: January 1, 2003

Purpose: To set forth policy and provide information regarding Workforce Investment Act (WIA) (the Act) Rapid Response Dislocated Worker additional assistance funds that may be made available to Local Workforce Investment Boards (LWIBs).

Reference: WIA §134(a)(2)(A)(ii); 20 CFR §665.300-665.340

Background: The State is responsible for providing statewide rapid response activities, to be carried out by the State or its designee in the local areas working in conjunction with the appropriate LWIB(s) and chief elected official(s). In order to fulfill its obligation to provide rapid response activities, the State may reserve up to 25% of WIA dislocated worker funds each fiscal year for rapid response purposes. This so-called "25% funding" is to be used to carry out a variety of required and optional rapid response activities. One of the required activities is providing "additional assistance" to local areas experiencing disasters, mass layoffs, plant closings, or other dislocation events precipitating substantial increases in the number of unemployed individuals where there are not adequate local funds available. This "additional assistance" is to be used to provide direct services to participants (such as intensive and training services) in local areas experiencing disasters, etc. as outlined above and in the Act and its accompanying regulations. The State intends to make available monies for this "additional assistance", as well as for those layoff aversion activities permitted under the WIA and its accompanying regulations, under the requirements of this policy.

Policy: The Governor's Workforce Investment Division (GWID), designated state agency for WIA administration, will reserve up to 25% of the State's dislocated worker allotment each fiscal year to provide statewide rapid response activities as required under the Act. Once an adequate amount of these "25% funds" has been reserved for such activities, the remainder will be made available to the LWIBs to provide "additional assistance" in areas experiencing substantially increased unemployment as a result of disasters, etc. as discussed above and in the Act and its accompanying regulations, or to provide other rapid response activities (for example, layoff aversion) as permitted under the Act and its accompanying regulations.

LWIBs receiving "additional assistance" funds under this policy will be permitted to use the funds received to provide core services requiring registration, intensive services, and training services. Funds may also be requested to conduct other permissible rapid response activities as described in the Act and its accompanying regulations, such as layoff aversion activities. The primary purpose of funds received under this policy is to serve recently laid off workers (those laid off within the previous 180 calendar days of the date funding is requested under this policy) or those notified they will be laid off within the next 180 calendar days from the date funding is requested under this policy.

LWIBs wishing to apply for funds under this policy shall initiate such requests via e-mail to the Director of the GWID and follow-up the request in writing to the GWID Director at the address listed below. All such requests should include the following information:

- The name and location of the company/plant (or companies/plants) to be covered by the funds
- The nature of the dislocation event for which funds are being requested (disaster, mass layoff, etc. or other permissible rapid response activities such as layoff aversion)
- Justification of the need for additional funds from the State, including current expenditures, obligations and remaining balance of the dislocated worker formula funds allocated to the LWIB
- The amount of additional funding requested

LWIBs will be notified as soon as possible of the results of all such requests and the amount to be awarded (if any). Requests necessitating additional information, clarification, or technical assistance will be addressed with the appropriate LWIB and its staff prior to any determination of funding. Funding under this policy shall be considered first come first serve, and is subject to availability. The GWID also reserves the right to make adjustments (either increases or decreases) to the amount of funding available as it deems necessary and appropriate in fulfilling its obligations to carry out statewide rapid response activities.

Action: LWIBs should take whatever action is necessary to comply with this policy. This policy should be placed in the binder or other filing mechanism used to maintain an updated collection of state policy issuances.

Questions: Contact the Governor's Workforce Investment Division, Building 6, Room B-617, 1900 Kanawha Blvd. East, Charleston, WV 25305. Toll free 1-877-967-5498.

Expiration: Effective until rescinded or modified by the West Virginia Workforce Investment Council.