



County of Mercer Workforce Development Board

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Mercer WDB Policy: *Supportive Services Adults & Dislocated Workers* Adopted: November 1, 2022

Background: A Policy for Supportive Services & Needs-Based Payments is required under the federal Workforce Innovation & Opportunity Act (WIOA) Title I and as per NJ Workforce Innovation Notice (WIN) 10-16 (A).

Purpose: A key principle of WIOA is to provide local areas with the authority and flexibility of make policy and administrative decisions based on the needs of the local community. The purpose of the provision of Supportive Services and/or Needs-Based Payments is to help ensure that individuals receive services (directly or by referral) that will assist them in successfully completing their training and/or work-based learning experience, and achieving their program goals by removing as many obstacles possible allowed under WIOA.

Policy: The Mercer WDB recognizes the following Supportive Services that MCOTES can provide based on individual need:

- Assistance with transportation
 - Bus Tickets/monthly passes (travel to occupational training site)
 - Bus Tickets/monthly passes (travel to internship/work-related activities)
 - Assistance with personal vehicle transportation
 - Assistance with obtaining and/or restoring driver's licenses
 - Assistance with transportation/commuting
- Assistance with technology needs
 - Equipment – i.e. Chromebook or similar item
 - Wi-Fi hotspots
- Assistance with educational testing
 - HSE testing fee
 - Testing fees for Industry-recognized Credentials
- Assistance with child care and dependent care
- Assistance with housing
- Assistance with books, fees, school supplies and other necessary items
- Payments and fees for employment and training-related applications, tests, and certifications
- Assistance with uniforms or other appropriate work attire i.e. steel-tip boots, work related tools, protective gear, etc.

- Provision of Needs-Based Payments to Offset Training expense

- Linkages to Community Services -including but not limited to the following:
 - Public Assistance (TANF/GA)
 - Child Care (Child Care Connection)
 - Child Support (NJ Child Support Enforcement)
 - Food/Nutrition (Food Banks, SNAP)
 - Homelessness (Housing counseling, Local resources)
 - Juvenile Justice (OJJDP, Reentry Resource Centers)
 - Legal Aid
 - Violence and Abuse (Counselors, Hotlines)
 - Health, Mental, and Substance Abuse (Local clinics/treatment centers)

The Mercer WDB authorizes MCOTES to make available needs-based payments to offset the cost of attending vocational training as determined by case management staff based on individual need. MCOTES will adopt eligibility, documentation and other requirements consistent with this policy in the issuance of such payments.