

# WorkSource Information Notice (WIN)

Workforce & Career Development Division

Policy Clarification |  Q&A |  Other

Number: WIN – 0024 Change 1  
Date: April 19, 2013  
Expiration Date: N/A

**TO:** Workforce Development System Partners

**FROM:** Amy L. Smith, Director of Policy, Program Administration & Technical Assistance

**SUBJECT:** Community Partnership National Emergency Grant Q&A

## **Purpose:**

To provide supplemental guidance on eligibility requirements under the Community Partnership National Emergency Grant (NEG). Specifically, Change 1 aligns this guidance with the future eligibility policy being developed under the direction of the Policy Advisory Committee. Change 1 also clarifies that individuals being separated from the Employment Security Department due to the most recent budget cuts are eligible to be served under the NEG, provided they meet the other criteria outlined in the WIN.

## **Action Required:**

Workforce Development Councils (WDCs) and their contractors, as well as Employment Security Regional Directors, must distribute this guidance broadly throughout the system to ensure that WorkSource System staff are familiar with its content and requirements.

## **Summary:**

**1. Are individuals being separated from the Employment Security Department due to the most recent budget cuts eligible to be served under the current Community Partnership NEG?**

Provided they meet the other criteria outlined in this WIN, those individuals being separated due to budget cuts are eligible to be served under the current Community Partnership NEG.

**2. Do participants have to meet WIA Dislocated Worker criteria or can they meet low income WIA Adult/Youth Criteria?**

Participants must meet the Dislocated Worker eligibility criteria. This grant is for the purpose of supplementing Dislocated Worker funds to assist areas with the major layoffs in the effected agencies.

**3. Several areas have contacted the Workforce & Career Development Division (WCDD) with questions regarding the Community Partnership NEG. The main concern seems to be the ability to serve past employees of the Liquor Control Board. A majority of those employees are considered retail employees, and the retail occupation appears to be in demand on a statewide**

**basis.**

Individuals must meet the Dislocated Worker criteria (WIA Sec. 101(9)) in order to be served under this NEG. Under this definition, individuals dislocated due to a “facility closure” or a “substantial layoff” do not have to be “determined unlikely to return to previous industry or occupation” criteria. Individuals dislocated due to a “general dislocation” must be determined unlikely to return to previous industry or occupation.

**4. When it became apparent that the Liquor Control employees were going to be laid off, some left for other jobs and the agency then hired temporary workers to fill the gap until the stores were closed. Are these temporary workers eligible to participate in this Grant? If not, is there a specific time frame of months on the job that is required for a worker to be considered eligible to be served under this NEG?**

This grant is designed to serve those **permanent** employees of the agencies that had to downsize or are currently downsizing due to new legislation or lack of funding. Individuals who were hired as temporary employees as described in the above question would not be eligible for services under this grant but may be eligible for services under other WIA formula programs.

**5. One local area has an applicant who received a notice of layoff and took a lesser position (same agency). He subsequently received another letter indicating he will be laid off from the second position. Is he eligible for training under this grant given that he is currently employed? He is trying to upgrade his skills now.**

As stated above, the intent is to serve those permanent employees of the agencies that had to downsize or are downsizing. Eligibility through this NEG is based on the employer of dislocation and, consistent with the Dislocated Worker definition, is not specific to past or future separations. A (future) notice of termination or layoff may qualify an individual who is currently employed, provided they meet the definition of a Dislocated Worker and other criteria in this WIN.

**References:**

- WIA Section 101(9) & (24)
- 20 CFR 663.230 & 663.105
- [Dislocated Worker Eligibility Policy](#)

**Website:**

[http://www.wa.gov/esd/1stop/policies/state\\_guidance.htm](http://www.wa.gov/esd/1stop/policies/state_guidance.htm)

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