



Policy and Procedure

Title:	Self-Sufficiency and Underemployment	Number:	OP 16-01
Effective Date:	January 13, 2016	Revised:	7/11/19

Purpose

This self-sufficiency criterion is used:

1. To assist in eligibility determination when providing career and training services for employed adults and dislocated workers.
2. To determine if a proposed client training will result in self-sufficiency.

Reference

- 1 TEGL #3-15
- 2 U.S. Department of Labor Lower Living Standard Income Level-issued annually
- 3 WIOA Regulations 20 CFR Parts 680

Policy

I Underemployed Individual: An individual who is working part time but desires full time employment, or who is working in employment not commensurate with the individual’s demonstrated level of educational and/or skill achievement. Also includes individuals who fall below the dislocated worker self-sufficiency threshold, as defined by the local workforce board.

- A. **Employed Adult:** For purposes of income eligibility exceptions, an employed adult, based on family size and income for the last 6 months annualized, whose income is less than the wage indicated on the MIT Living Wage Calculator.
- B. **Employed Dislocated Worker:** For purposes of eligibility a Dislocated Worker is considered to have interim employment, and still be eligible, if they are under-employed. The SVWDB defines “**underemployed**” as working part-time or full-time and earning less than the wage indicated on the MIT Living Wage Calculator for a family of one; or working full or part-time and earning less than 80% of the weekly wage earned at the position from which they were dislocated (dislocation occurring within the last 36 months); or working full or part-time for a temp agency.
- C. An individual who is working in employment not commensurate with the individual’s demonstrated level of educational and/or skill achievement.

II Self-Sufficiency for judging the suitability and effectiveness of training programs:

- A. **Adults:** For judging the suitability and effectiveness of training programs, those programs that result in income that is at least 150% of the LLSIL , based on family size and income annualized for 6 months for the client’s residence.

- B. Dislocated Workers: For purposes of judging the suitability and effectiveness of training programs, those programs that result in income that is at least: the higher of 150% of the Lower Living Standard Income Level, based on a family of one, annualized for 6 months for the client's residence; or 80% of the layoff wage, based on the last 6 months, annualized.

Revisions:
July 11, 2019