

## Needs Related Payments Policy

---

**Approved:** February 12, 2021

**Purpose:** Needs Related Payments provide financial assistance payable directly to participants for the purpose of enabling them to participate in training and are one type of supportive service authorized by WIOA Sec. 134(d)(3).

**Policy:** Needs Related Payments may be provided when deemed necessary and reasonable for participants who are enrolled in training services. All other funding sources must first be exhausted, and services may not be duplicated when available from other sources. Needs Related Payments may be used for participants in Adult, Out-of-School Youth and Dislocated Worker programs who are unemployed and do not qualify for (or have ceased to qualify for) unemployment compensation for the purpose of enabling such individuals to participate in programs of training services as defined under WIOA Sec. 134(c)(3).

### Eligibility Requirements:

#### Adult and Out-of-School Youth participants must:

- Be unemployed,  
AND
- Not qualify for, or have ceased qualifying for, unemployment compensation,  
AND
- Meet one of the following:
  - Been accepted into a program of training services that starts within 30 days,  
OR
  - Is currently participating in a program of training services.

#### Dislocated Worker participants must:

- Eligibility Scenario #1:
  - Be unemployed,  
AND
  - Have ceased to qualify for unemployment compensation or trade readjustment allowance under TAA,  
AND
  - Be enrolled in a program of training services by the end of the 13<sup>th</sup> week after the most recent layoff that resulted in a determination of the worker's eligibility as a dislocated worker, or if later, by the end of the 8<sup>th</sup> week after the worker is informed that a short-term layoff will exceed 6 months.

OR

- Eligibility Scenario #2:
  - Be unemployed,  
AND
  - Not qualify for unemployment compensation or trade readjustment assistance under TAA,  
AND
  - Meet one of the following:
    - Been accepted into a program of training services that starts within 30 days,  
OR
    - Is currently participating in a program of training services.

**Determining Level of Payments:**

Adult and Out-of-School Youth participant payments **must not exceed** the federal poverty level for an equivalent period.

Dislocated Worker participant payments **must not exceed** the greater of either of the following levels:

- The applicable weekly level of the unemployment compensation benefit, for participants who were eligible for unemployment compensation as a result of the qualifying dislocation,  
OR
- The federal poverty level for an equivalent period, for participants who did not qualify for unemployment compensation as a result of the qualifying layoff. The weekly payment level must be adjusted to reflect changes in total family income on a quarterly basis.

**NOTE:** Case notes must be entered into the MIS that support the necessity and allowability of the Needs Related Payments.

**Required Documentation:**

Adult and Out-of-School Youth participants:

- Proof that the participant is unemployed,  
AND
- Proof that participant has not qualified for, or ceased qualifying for, unemployment compensation,  
AND
- Proof of one of the following:
  - The participant has been accepted into a program of training services that starts within 30 days,  
OR
  - The participant is currently participating in a program of training services.

Dislocated Worker participants:

- If Eligibility Scenario #1 was used to establish eligibility:
  - Proof that the participant is unemployed,  
AND
  - Proof that the participant ceased to qualify for unemployment compensation or trade readjustment allowance under TAA,  
AND

- Proof of the weekly unemployment compensation benefits received, for participants who were eligible for unemployment compensation as a result of the qualifying dislocation,  
AND
- Proof that the participant is enrolled in a program of training services by the end of the 13<sup>th</sup> week after the most recent layoff that resulted in a determination of the worker's eligibility as a dislocated worker, or if later, by the end of the 8<sup>th</sup> week after the worker is informed that a short-term layoff will exceed 6 months.

OR

- If Eligibility Scenario #2 was used to establish eligibility:
  - Proof that the participant is unemployed,  
AND
  - Proof that the participant did not qualify for unemployment compensation or trade readjustment assistance under TAA,  
AND
  - Proof of one of the following:
    - The participant has been accepted into a program of training services that starts within 30 days,  
OR
    - The participant is currently participating in a program of training services.

**References:**

**WIOA Section 134(c)(3)**

**WIOA Section 134(d)(3)**

**TEGL 19-16**

**TEGL 21-16**

**Title 20 CFR Part 680.930-680.970**

**SCP 1.15 Adult/Dislocated Worker Support Services & Needs Related Payments**

**SCP 2.5 Youth-Support Services, Needs Related Payment, Incentive Payments**

**Nevadaworks Supportive Services Policy NWP-3601**

**NVW-3602**

**REV20210212**