

Needs Related Payments Policy

Approved: July 10th, 2026

Purpose: Needs Related Payments provide financial assistance payable directly to participants for the purpose of enabling participation in WIOA-funded training services when such assistance is necessary and not available through other programs or resources. Needs Related Payments are a type of supportive service authorized by WIOA Sec. 134(d)(3).

Policy: Needs Related Payments may be provided to eligible participants only when the payment is necessary to enable the participant to begin, continue, or complete participation in WIOA-funded training services.

Needs Related Payments are a form of supportive service and are not an entitlement. Such payments may only be provided when other funding sources have been explored and determined to be unavailable or insufficient, and services may not be duplicated when available from other sources.

Needs Related Payments may be provided to participants in the Adult, Out-of-School Youth, and Dislocated Worker programs who meet applicable eligibility requirements and are unemployed and do not qualify for, or have ceased to qualify for, unemployment compensation, for the purpose of enabling participation in training services as defined under WIOA Sec. 134(c)(3).

Relationship to Supportive Services: Needs Related Payments are a type of supportive service and are subject to all applicable requirements under Nevadaworks Supportive Services Policy (NWP-3601), unless otherwise specified in this policy.

Needs Related Payments must support participation in WIOA activities, be necessary to enable participation, and must not duplicate services available through other programs.

Determination of Need: Service Providers must determine and document that the Needs Related Payment is necessary to enable participation in training services.

This determination must include identification of the specific barrier preventing participation; documentation that other resources were explored and are unavailable or insufficient; confirmation that the payment directly supports participation in training; and alignment with the participant's Individual Employment Plan (IEP).

Eligibility Requirements: Eligibility for Needs Related Payments is based on federal requirements and must be verified and documented prior to authorizing payments. The following eligibility requirements must be met in addition to the general policy and determination of need requirements outlined above.

Eligibility alone does not guarantee the provision of Needs Related Payments.

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 13th 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 8th 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 clearly document the service provided, the cost and timeframe, the purpose of the payment, and justification that the payment was necessary to enable participation and that other resources were not available.

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 13th 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 8th 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.

Documentation must clearly demonstrate that the Needs Related Payment was required for participation and that, without the payment, the participant would be unable to engage in training services.

Limits and Duration: Nevadaworks or its designated service provider may establish reasonable limits on the amount and duration of Needs Related Payments.

Needs Related Payments must be limited to the period necessary to support participation in training and must be applied consistently across participants.

References:

WIOA Section 134(c)(3)

WIOA Section 134(d)(3)

TEGL 19-16 Guidance on Services Provided through the Adult and Dislocated Worker Programs

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