



Needs Related Payments Policy

Approval Date: June 6, 2025

Purpose

The purpose of this policy is to provide the parameters around when Needs-Related Payments (NRP's) can be provided to WIOA enrolled adult and dislocated worker individuals.

NRPs provide financial assistance to participants for the purpose of enabling individuals to participate in training programs. NRP's are one of the supportive services authorized by section 134 (d)(3) of the WIOA. Federal regulations require that payments must be based on financial need. NRP's must be administered in a manner that is fair and equitable to all participants within the established parameters set by federal and state statutes, regulations, grant agreements, policies, and procedures.

Definitions

Needs-Related Payments (NRP's): provide financial assistance to participants for the purpose of enabling them to participate in training and are a supportive service authorized by WIOA sec. 134(d)(3). Unlike other supportive services, in order to qualify for needs-related payments a participant must be enrolled in training.

Eligibility for NRP's

WIOA Adult Eligibility

To be eligible for NRPs, an adult must:

- Be unemployed;
- Be ineligible for or ceased to qualify for Unemployment Compensation (UC); and
- Be enrolled in a program of training services under section 134 (c)(3) of the WIOA.

Dislocated Worker Eligibility

Eligibility is based upon a two-part determination: 1) the family's financial need; 2) the participant's enrollment into training and ineligibility for Unemployment Compensation (UC) and Trade Readjustment Allowance (TRA) assistance. This two-part determination is described below.

Part 1 - Financial Need

1. Individuals must have a 30-day family income of less than 225% of the lower living standard income level (LLSIL).
2. Determination of financial need may be determined up to 90 days prior to the start of training. This initial determination of eligibility is based on family income from the prior three (3) months.

AND

Part 2 - Training and UC/TRA Status

1. Be unemployed, and:
 - a. Have ceased to qualify for UC or TRA; and
 - b. Be enrolled in a program of training services under the WIOA 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 six (6) months.

If, due to lack of training funds at the time of a dislocation, unemployed individuals served by a project are not able to meet the 13th or 8th week deadline for enrollment in training, as set forth in section 134 (d)(3)(B) of the WIOA, then such



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individuals may be eligible for needs-related payments if they are enrolled in training by the end of the 6th week following the date of the funds award.

2. Be unemployed and did not qualify for UC or TRA.

If the participant is not initially eligible and his or her financial situation changes during the course of training, eligibility may be re-determined throughout the course of participation. However, the timeframe requirements for beginning training (if applicable) and the family income requirements must be met in order to begin issuing NRP's.

Note: Verification demonstrating proof of UC payments, amounts paid, and the fact that the participant is no longer receiving benefits, all need to be part of the participant's file.

Training Services

Program training services are a structured regimen leading to recognized post-secondary credentials, industry-recognized credentials, employment, and measurable skill gains toward credentials or employment.

Types of training may include:

- Occupational skills training, including training for nontraditional employment;
- Programs that combine workplace training with related instruction, which may include cooperative education programs;
- Training programs operated by the private sector;
- Skills upgrading and retraining;
- Entrepreneurial training;
- Job readiness skills;
- Adult education and literacy activities provided in combination with any other training service listed above; and
- Customized training with a commitment by an employer or group of employers to employ an individual upon successful completion of the training.

If participant is unable to continue to participate in training for due to unforeseen circumstances they are required to report it to Greater Cleveland Works.

NRP Limitations and Payments

There is no entitlement to NRP's. The use of NRP's will be for adults or dislocated workers enrolled in training programs authorized by the Greater Cleveland Works CEO or designee. Exceptions may be approved on a case by case basis. Qualifying individuals will be assessed on a case-by-case basis to determine whether ongoing resources and income from all other sources are insufficient to support participants while in WIOA-funded training.

The supportive service limits detailed in the Supportive Services Policy for adults and dislocated workers do not apply to the NRP's although NRP's are a type of supportive service.

NRP funds may be used only during the period in which an individual participates in WIOA training. A participant must attend a day of training for a per day reimbursement payment to be made.



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Adults

The level of NRP made to eligible adults will be \$60.00 per day while in training.

Dislocated Workers

The level of NRP made to eligible dislocated workers will be based on the individual's weekly benefit amount from unemployment compensation pro-rated to a daily basis, but will not be above \$60.00 per day while in training.

The level of NRPs for participants may not exceed the following:

1. For participants who were eligible for UC and who are no longer receiving benefits, the weekly payment may not exceed the applicable weekly level of the UC benefits; or
2. For participants who did not qualify for UC as a result of the qualifying layoff, the weekly payment will be equal to the poverty line based on family size and income for an equivalent period.