



NORTH DAKOTA WORKFORCE DEVELOPMENT COUNCIL POLICY

SUPPORTIVE SERVICES

POLICY 2-16-01 (0)

PURPOSE:

This Policy provides for supportive services and resources that are necessary for WIOA participants to participate in WIOA career services or training activities when a participant is unable to obtain those services and resources through other sources or programs. Supportive services are available for WIOA Title I Adult, Dislocated Worker and Youth programs. Supportive services are one of the 14 Title I Youth elements that must be made available to participants. 20 CFR 680; 20 CFR parts 651, 652, 653, and 658; and 20 CFR 681.570

POLICY:

A Support Service may only be provided to participants to enable their participation in WIOA services. Needs are typically identified through the assessment process and outlined in the employment plan. A Support Service payment is made to or on behalf of eligible participants for temporary assistance required to support the individual's Employment Plan. WIOA Title I will only pay for expenses incurred while a participant is enrolled in the program and actively participating in activities authorized under WIOA.

Any Support Service must be approved in advance by the case manager. A Support Service should be reasonable and necessary to enable a participant to take part in other services and activities related to the Employment Plan. A Support Service should not duplicate a service a participant receives from another program. In assessing appropriateness for a Support Service, JSND will utilize and refer participants to partner agencies and community resources first. If possible, it may be applicable to cost share with other service providers.

Support Services are not intended to meet every need of the participant. Rather, they provide temporary assistance. For this reason, staff should assist the participant in developing a plan to cover the supported costs once WIOA Title I funds are no longer appropriate for the individual.

Limited supportive services may be paid for a Youth participant during follow-up as appropriate to retain or obtain employment.

Allowable Supportive Services:

- (a) Linkages to community services;

- (b) Assistance with transportation;
- (c) Assistance with housing;
- (d) Assistance with educational testing;
- (e) Reasonable accommodations for individuals with disabilities;
- (f) Medical and counseling services;
- (g) Referrals to health care;
- (h) Assistance with uniforms or other appropriate work attire and work-related tools, including such items as eyeglasses and protective eye gear;
- (i) Assistance with books, fees, tools, and other necessary items for students enrolled in postsecondary education classes; and
- (j) Payments and fees for employment and training-related applications, tests, and certifications;
- (k) Youth services, including tutoring, study skills training, leadership development service, entrepreneurial skills training, and continued success payments.

Unallowable Supportive Services:

- (a) Expenses incurred prior to enrollment in a WIOA program;
- (b) Computers;
- (c) Refundable deposits;
- (d) Court ordered fines, fees, or late fees.

REFERENCE:

- (0) NDWDC Administrative meeting minutes dated November 16, 2023

REVIEW: November 16, 2026