

 Maricopa County Workforce Development Board	SECTION/REFERENCE TEGL 03-15; DES Section 100 Adult/DW Program Registration, Eligibility, Enrollment Policy	POLICY NUMBER 25-04
	ORIGINAL ISSUE DATE August 2025	REVISION DATE August 2025
	AUTHORIZED BY: Maricopa County Workforce Development Board	
SUBJECT: Self-Sufficiency		ADDENDA:

Purpose: To outline the criteria for determining self-sufficiency used in establishing eligibility for **employed** Adults and Dislocated Workers seeking WIOA Title 1-B program services.

Responsibility of: ARIZONA@WORK-Maricopa County enrollment processing staff

Definition(s): **Self-sufficiency** is defined as the level of income needed to be financially self-sustaining without public assistance or other assistance.

Interim, temporary, or stop-gap employment is employment that is accepted by an individual for the purpose of transitory income prior to, and/or during participation in, Career or Training services with the intention of ending such employment at the completion of services with entry into permanent unsubsidized employment. Income calculations will be made using the Income Worksheet and documentation will be maintained in the customer file.

Description: WIOA allows Local Workforce Development Boards (LWDBs) to locally define self-sufficiency. Adults and Dislocated Workers may access self-directed services and WIOA Basic Career Services regardless of income level at the time of WIOA application.

A Lower Living Standard Income Level (LLSIL) chart is issued annually by the Department of Labor and State of Arizona. LLSIL values are also uploaded by Department of Economic Security (DES) staff into AZJobConnection.gov (AJC).

The Maricopa County LWDB has determined that funds may be used to provide Career and Training Services to Adults and Dislocated Workers who are employed but are determined by the service provider to need such services to obtain or retain employment that allows for self-sufficiency.

Adult Program: If an individual's wages at the time of WIOA application are less than the locally defined level of self-sufficiency (450% LLSIL) the individual may be eligible for Career and Training services.

NOTE: Adults who are determined to be basic skills deficient, with a reading, math, or language level below the 8th grade, OR are unable to compute or solve problems, or read, write, or speak English, at a level necessary to function on the job, in the individual's family or in society meet the Priority of Service requirements regardless of the family's income level.

Dislocated Worker Program: Dislocated Workers who are employed in employment at the time of WIOA application for Individualized and Training services (*not the job at dislocation*) are considered employed and must have an income at or below 450% LLSIL.

Dislocated Workers employed in Interim or "Stop-Gap" employment either full or part-time, and considered underemployed if their current annualized wage rate does not exceed the highest of either:

- 1) 80% of their wages at date of dislocation;
- 2) the individual's earned wages are at or below the established self-sufficiency threshold.