

CITY OF LOS ANGELES

CALIFORNIA

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DATE: May 1, 2020

TO: LA's Workforce Development System

FROM: Gerardo Ruvalcaba, Director
Workforce Development System

**SUBJECT: WDS INFORMATION BULLETIN №. 20-33
SUPPORT SERVICE FUNDS FOR HUMAN TRAFFICKING AND
DOMESTIC VIOLENCE VICTIMS IMPACTED BY COVID-19**

EFFECTIVE DATE

This bulletin is effective upon issuance.

PURPOSE

This bulletin provides information on Workforce Innovation and Opportunity Act (WIOA) Dislocated Worker Additional Assistance funds for Human Trafficking and Domestic Violence victims impacted by the novel coronavirus (COVID-19) pandemic.

BACKGROUND

On March 11, 2020, the World Health Organization declared that the novel coronavirus (COVID-19) outbreak was officially a pandemic. In response to the crisis, Governor Gavin Newsom issued a "stay at home" order on March 19, 2020 for all Californians. One unintentional side effect of the order has been increased danger for underserved populations, particularly those subject to domestic abuse and human trafficking, many of whom are quarantined in the same living quarters with their abusers, and/or have increased barriers to entering the workforce.

On April 24, 2020, the State awarded city of Los Angeles \$810,000 in Dislocated Worker Funds to provide supportive services to this target group. Supportive services under this grant may include, but are not limited to, equipment necessary to telework (e.g., computer, internet, etc.), housing assistance, utility assistance, childcare assistance, and transportation assistance.

The emergency support services to survivors of domestic abuse and human trafficking who have been impacted by COVID-19 will include up to \$800 per participant to provide said services. These funds must be expended by **June 30, 2020.**

EWDD's program will consist of the following:

1. Serving one thousand (1,000) survivors of domestic violence and/or human trafficking who have been impacted by COVID-19. Clients currently co-enrolled in LA RISE and WIOA are eligible. New participants from human trafficking and human service referral agencies will be enrolled through the WorkSource system agencies.
2. Participants must meet the requirements listed in Information Notice WSIN19-39 (attached) and must be enrolled into the WIOA DW program via CalJOBSSM.
3. Each WorkSource Center (WSC) and each LA:RISE Social Enterprise (SE) which is not already a WSC will receive \$16,000 per agency to serve a minimum of 20 participants each.
4. All funding must be used for support services; **no** programmatic/administrative funding is available. However, current contract funds may be used as leverage for program costs.
5. In order to expedite this program, additional funds may be requested via email to EWDD (see "WDS Contact" below for information). Agencies which are not part of the two groups noted in No. 2 above are not eligible for these funds. The following information must be included in the email request:
 - a. Number of eligible participants already enrolled by your agency;
 - b. Number expected to be served by June 30th;
 - c. A list of any partnering organizations that will be leveraged to identify participants.

As stated in the notice, eligibility for this grant is as follows:

COVID-19 Related Eligibility Criteria

In addition to meeting WIOA Title I eligibility, eligible individuals must satisfy all of the following:

- Individuals are enrolled in Title I Dislocated Worker services.*
- Individuals have not received wages above 400% of the federal poverty level (FPL) for the last six months of income. For additional FPL information, please visit the U.S. Department of Health & Human Services Poverty Guidelines.
 - o Household Annual Salary for 400% FPL is as follows:
 - Family of 1: \$51,040
 - Family of 2: \$68,960
 - Family of 3: \$86,880
 - Family of 4: \$104,800
- Individuals meet one of the following:
 - o Laid off due to COVID-19.
 - o Experienced a reduction in hours and/or pay due to COVID-19.
 - o Unable to work for any of the following COVID-19 related reasons:
 - Subject to quarantine.
 - Caregiver for someone who is subject to quarantine.

- Need to care for children because of school closure or closure of other child care provider.
- At higher risk of getting seriously ill from COVID-19, or lives with someone at higher risk, as outlined on the California Department of Public Health COVID-19 website.
- Required to telework, but does not have the necessary equipment.

* If an individual is not eligible for the Dislocated Worker program, they can be enrolled into the Title I Adult program and provided the tiered supportive services described below, as long as they meet all of the COVID-19 related eligibility criteria listed above.

Due to the COVID-19 public health emergency, individuals may self-attest to their income and the COVID-19 related eligibility criteria listed above.

Please also note that supportive services are available in two tiers, as described in the State's notice, and that other funds which are leveraged do not count towards the per participant limit of \$800. Per the notice:

Supportive Services

Supportive services may be provided to individuals impacted by COVID-19, with an emphasis on providing supportive services to underserved populations, particularly participants in the ELL and ELL Navigator programs. These supportive services may include, but are not limited to, equipment necessary to telework (e.g. computer, internet, etc.), housing assistance, utility assistance, childcare assistance, and transportation assistance.

Supportive services are available in two tiers:

1. Individuals receiving at least 50% of their previous wages either from their employer directly, or with Unemployment Insurance (UI) payments, may receive supportive services totaling **\$400**.
2. Individuals who are not receiving at least 50% of their wages from their employer directly, or with UI payments, may receive supportive services totaling **\$800**.

If Local Workforce Development Areas (Local Area) use other funds such as existing WIOA Adult or Dislocated Worker formula funds, or local funds to provide supportive services, then those funds do not count towards the \$800 limit.

MIS GUIDELINES

MIS has provided the following instructions on how to report the Underserved COVID-19 Impacted Individuals Grant Code and activities into the CalJOBSSM system.

Contractors shall co-enroll participants in the CalJOBSSM system utilizing two grants:

1. WIOA Dislocated Worker DW Grant
2. Statewide Dislocated Worker Grant Code 1187 – Underserved COVID-19 Impacted Individuals

Go to the WIOA Program page and click on "Edit Application" using the pencil icon to access the WIOA application. Go to the "Eligibility Summary" page of the application and make sure the Dislocated Worker Program is selected. Go to "WIOA Grant Eligibility" and select "YES" Statewide Dislocated Worker Eligibility. Scroll to the Grants Section and select "View Available Grants". The Grants will be available; click "Add 1187 – Underserved COVID-19 Impacted Individuals". Scroll and click "Finish" so that the co-enrolled Grant 1187 activity can be entered.

From this point on, you will be able to create activities under the 1187 – Underserved COVID-19 Impacted Individuals Grant. Go to “Create Activity/Enrollment/Service” and under General Information, click on “Customer Program Group”, then select “96 Statewide Dislocated Worker”. Scroll down to “Enrollment Information” and click on “Select Activity Code”. The Activity Codes will be available; select the assigned activities. Enter an Actual Begin Date and Projected End Date. Complete the rest of the fields and select “Next” at the bottom of the page.

A program “FAQ” is being developed, and will be released in coming weeks. Program start date is May 18th, 2020.

WDS CONTACT

If you have any questions or require further information related to this bulletin, please contact Donny Brooks at Donny.Brooks@lacity.org or (213) 744-9093 or TTY: 711. Requests for additional funds must also be emailed to Donny.Brooks@lacity.org.

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Attachments: 1. State Information Notice WSIN19-39
2. Underserved COVID-19 Impacted Individuals Grant 1187 MIS Guidelines Screenshots