

WIOA Policy No. 3-16
WorkForce West Virginia

TO: Workforce Development Boards/Training Providers/Interested Members of the Public/Representatives of Business and Labor Organizations/Employers

FROM: WorkForce West Virginia

DATE: September 22, 2015

SUBJECT: Transitional Jobs Policy

EFFECTIVE DATE: January 20, 2016

I. REFERENCE(S):

Workforce Innovation and Opportunity Act of 2014 (WIOA), Section 134(d)(5); Proposed 20 CFR §680.830, §680.840, §680.900, §680.150

II. PURPOSE:

To establish policy for implementation of Transitional Jobs (WIOA Section 134(d)(5)).

III. BACKGROUND:

A transitional job is one that provides a limited work experience, that is subsidized in the public, private, or non-profit sectors for those individuals with barriers to employment because of chronic unemployment or inconsistent work history; these jobs are designed to enable an individual to establish a work history, demonstrate work success, and develop the skills that lead to unsubsidized employment.

The local Workforce Development Boards may use up to 10 percent of their combined total of adult and dislocated worker allotments for transitional jobs. Transitional jobs must be combined with comprehensive career services (§680.150) and supportive services (§680.900).

IV. Action:

Transitional Jobs is an employment strategy that seeks to overcome employment barriers and transition people with labor market barriers into work using wage-paid, short-term employment that combines real work, skill development and supportive services. Transitional Jobs program participants earn a paycheck, learn skills, may become eligible for the Earned Income Tax Credit, and receive intensive mentoring and support.

Transitional Jobs program should have at a minimum the following 3 components:

1. Paid work experience (i.e. 3 days per week)
2. Classroom training (i.e. soft skills, occupational skills, etc.)
3. Supportive services

Each local Workforce Development Board must submit a Transitional Jobs Plan to WorkForce West Virginia for approval. Collaborative partnerships will be an essential piece of a Transitional Jobs Plan and are highly encouraged.

Plans are to be submitted via e-mail to Angela.M.Fry@wv.gov and Rachel.E.Bowman@wv.gov.