

# Self-Sufficiency Standard Policy



## Purpose:

This policy establishes the procedures regarding the 70% Lower Living Standard Income Level as published by the US Department of Labor (DOL).

## Background:

The Workforce Innovation Act (WIOA) Section 3(36)(A) sets the criteria that Local Areas must use to determine whether an individual is a low-income individual. These criteria include two sets of data: the poverty guidelines as published by Health and Human Services, and the 70 percent of the Lower Living Standard Income Level (LLSIL), as published by the DOL. The Local Area must use the higher of these two measures to establish low-income status for eligibility purposes of the WIOA Title I programs. The WIOA requires annual revisions to both sets of data. All Local Areas use the same poverty guidelines.

## Policy:

The LLSIL and poverty guidelines must be used to establish low-income status for WIOA Title I programs. The LLSIL is used to determine youth eligibility, eligibility of employed adults for certain services, and self-sufficiency. This policy is a self-sufficiency standard to determine if an applicant meets the low-income status, not to determine if they meet eligibility.

The table below shows the 70% LLSIL for Sonoma County. In addition, the LLSIL table includes the 100% LLSIL that establishes the Department of Labor minimum self-sufficiency levels. The last column in each table shows the amount to be added to the figure for a family of six for each additional family member.

Since the income received during the six-month period immediately prior to the individual's application for WIOA funded services is used for income determination, the chart below shows the six-months, as well as the annual figures for each family size. The six months figures were calculated by taking the 70 percent annual LLSIL figures, and dividing that number in half. If dividing the 70 percent annual LLSIL in half resulted in a fractional number, then the six months figure was rounded up to the nearest whole dollar. For example, a family size of five has a 70 percent LLSIL annual figure of \$45,635. When divided in half, the result is \$22,817.50. Rounding up to the next whole dollar produces a six-month figure of \$22,818. A comparison of the applicant's actual family income during the six-month income determination period with the six-month figures on the charts allows the reviewer to immediately determine an individual's eligibility.

**70 PERCENT LLSIL AND POVERTY GUIDELINES FOR 2023**

Family Size	100% Annual LLSIL	70% Annual LLSIL	70% 6 Months LLSIL	Annual Poverty Guidelines	6 Months Poverty Guidelines
1	\$18,488	\$12,942	\$6,471	\$14,580	\$7,290
2	\$30,300	\$21,210	\$10,605	\$19,720	\$9,860
3	\$41,600	\$29,120	\$14,560	\$24,860	\$9,860
4	\$51,354	\$35,948	\$17,974	\$30,000	\$15,000
5	\$60,599	\$42,419	\$24,808	\$40,280	\$20,140
6	\$70,878	\$49,615	\$24,808	\$40,280	\$20,140
Each Add'l	+\$10,279	+\$7,196	+\$3,598	+\$5,140	+\$2,570

For families who do not qualify under the 70% LLSIL Standard, the Insight Center for Community Economic Development [Family Needs Calculator - Insight Center \(insightcced.org\)](https://insightcced.org) will be consulted to determine if they qualify for a higher standard based on their family composition. The tool measures the minimum income necessary to cover all of a family's basic expenses –housing, food, child care, health care, transportation and taxes – without public or private assistance.

The following factors are used in the calculations:

- Sub-State geographical area.
- Family size.
- The number of children.
- The ages of children in the family.

All information regarding family income which supports the determination that intensive and/or training services are needed in order to retain or obtain self-sufficient employment in a sector driven in-demand career field must be documented in the case file. Therefore, when the Insight tool is used to determine self-sufficiency a print out of the tool results is needed in the participant case file.

## **Definitions:**

**Family** – two or more persons related by blood, marriage, or decree of court, who are living in a single residence, and are included in one or more of the following categories:

- 1) A married couple and dependent children;
- 2) A parent or guardian and dependent children;
- 3) A married couple.

**Public Subsidies** – public housing, food stamps (SNAP), medical or childcare.

**Private/Informal Subsidies** – free baby sitting by a relative or friend, food provided by churches or local food bank, or shared housing.

**Lower Living Standard Income Level (LLSIL)** – a set of data used to establish whether an individual is a low-income individual. The LLSIL is used by local workforce investment boards to determine eligibility for youth, eligibility for employed adult/dislocated workers for certain services, self-sufficiency, and for the reauthorization of the Work Opportunity Tax Credit. The LLSIL is issued annually by the DOL.

## Self Sufficiency Procedure in CalJOBS

<p><b>1</b> <b>Employment tab</b></p>	<p>When completing a WIOA Application and applying the Self Sufficiency Standard Policy – Self Sufficiency clients are designated by answering ‘yes’ to the question ‘<b>If Employed, Individual is Under-Employed</b>’ in the <b>Employment tab</b>.</p> <p><b>* If Employed, Individual is Under-Employed:</b> <input checked="" type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Not Applicable</p> <p><b>Note: Documentation of self-sufficiency standard eligibility will be required.</b></p>																														
<p><b>2 Eligibility and Grants Tab</b></p>	<p>For clients that are eligible under self-sufficiency standard they will read as Adult eligible but with no priority</p> <p><b>Applicant Eligibility</b></p> <p>Applicant meets the definition for low income: No</p> <p>Income Table: <a href="#">Income Table</a></p> <table border="1"> <thead> <tr> <th>Program</th> <th>Eligible</th> <th>Priority</th> <th>Exception/Limitation</th> <th>Reason(s) Not Eligible</th> <th>Action</th> </tr> </thead> <tbody> <tr> <td>ABC Services</td> <td>Undetermined</td> <td></td> <td></td> <td>No ABC Eligibility Date.</td> <td><input type="checkbox"/> Inactive</td> </tr> <tr> <td>Adult</td> <td>Yes</td> <td></td> <td></td> <td></td> <td><input type="checkbox"/> Inactive</td> </tr> <tr> <td>Dislocated Worker</td> <td>No</td> <td></td> <td></td> <td>No Dislocated Worker Category selected.</td> <td><input type="checkbox"/> Inactive</td> </tr> <tr> <td>Youth</td> <td>Undetermined</td> <td></td> <td></td> <td>No Youth Eligibility Date.</td> <td><input type="checkbox"/> Inactive</td> </tr> </tbody> </table> <p>VET = Veteran, BSD = Basic Skills Deficient, PA = Public Assistance, LI = Low Income, SLP = Additional Priorities</p>	Program	Eligible	Priority	Exception/Limitation	Reason(s) Not Eligible	Action	ABC Services	Undetermined			No ABC Eligibility Date.	<input type="checkbox"/> Inactive	Adult	Yes				<input type="checkbox"/> Inactive	Dislocated Worker	No			No Dislocated Worker Category selected.	<input type="checkbox"/> Inactive	Youth	Undetermined			No Youth Eligibility Date.	<input type="checkbox"/> Inactive
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### References:

WSD 23-02

WIOA Sections 3(36), 127(b)(2)(c), 132(b)(1)(B)(v)(IV), and 134(d)(1)(A)(x)  
 Federal Register, Volume 88, Number 88, WIOA 2023 LLSIL (PDF) (May 8, 2023)  
 Federal Register, Volume 88, Number 12, Annual Update of the HHS Poverty Guidelines (PDF) (January 19, 2023)

The Insight Center for Community Economic Development.