



Workforce Services Guidance – Persons Defined as ‘Low-Income Individuals’

Effective Date: June 19, 2018

Duration: June 1, 2019, or Until Rescinded or Revised

Subject:

This guidance provides Local Workforce Development Boards (LWDBs), American Job Center (AJC) staff, and all Workforce Innovation and Opportunity Act (WIOA) service providers with the 2018 income guideline table used to calculate poverty levels to qualify a participant to receive WIOA services as a low-income individual. This information was provided by The US Department of Health and Human Services (HHS) and includes lower living standard income level (LLSIL) guidelines for the Southern region. This information is important because it provides context to ensure that WIOA services are assisting individuals to obtain employment which would maintain self-sufficiency in meeting living expenses.

The Annual WIOA Poverty Guidelines 2018 (Attachment 1) includes a table of the 2018 LLSIL and HHS poverty guidelines, definitions, references and instructions on how to use these tables to determine if an individual’s income is sufficient as a self-sustaining wage according to their residence in a metropolitan or non-metropolitan location. These tables reflect the latest data concerning Tennessee’s metropolitan and non-metropolitan counties.

Purpose:

This guidance provides an outline to determine eligibility of participants to receive WIOA services as a low-income individual.

Scope:

Tennessee Department of Labor and Workforce Development (TDLWD), State Workforce Development Boards (SWDB), Local Workforce Development Board (LWDB), Local Workforce Development Areas (LWDAs), Workforce System Subrecipients (Subrecipients), Workforce System Partners (Partners), Workforce System Operators (Operators), Chief Local Elected Officials (CLEOs), Local Elected Officials (LEOs), American Job Centers (Workforce System)

References:

WIOA Section 127(b)(2)(c), WIOA Section 132(b)(1)(B)(v)(IV)(bb)

I. Defining Low-Income:

A. Low-Income Individual:

WIOA defines a “low-income individual” as an individual who:

- Receives, or in the past six (6) months has received, or is a member of a family that is receiving or in the past six (6) months has received, assistance through the Supplemental Nutrition Assistance Program, Temporary Assistance for Needy Families program, or the Supplemental Security Income program
- Is in a family with total family income that does not exceed the higher of—
 - The poverty line, or
 - Seventy percent (70%) of the LLSIL
- Is a homeless individual
- Receives or is eligible to receive a free or reduced price lunch
- Is a foster child on behalf of whom State or local government payments are made
- Is an individual with a disability whose own income meets the income requirement but who is a member of a family whose income does not meet this requirement

B. Disadvantaged Youth:

WIOA defines a “disadvantaged youth” as an individual who is age sixteen (16) through twenty-one (21) who received an income, or is a member of a family that received a total family income, that, in relation to family size, does not exceed the higher of the poverty line or seventy percent (70%) of the LLSIL (*WIOA Section 127[b][2][C]*).

C. Disadvantaged Adult:

WIOA defines a “disadvantaged adult” as an adult who adult who received an income, or is a member of a family that received a total family income, that, in relation to family size, does not exceed the higher of the poverty line or seventy percent (70%) of the LLSIL (*WIOA Section 134[b][1][B][v][IV]*).

II. Low-Income Thresholds:

As referenced above, WIOA defines low-income individuals, disadvantaged youth, and disadvantaged adults as individuals who have a barrier to employment and who are in a family with a total family income that does not exceed the higher of the poverty line or seventy percent (70%) of the LLSIL.

Attachments:

Attachment 1 - Annual WIOA Poverty Guidelines 2018

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Contact:

For any questions related to this guidance, please contact Nicholas Bishop - Director of Compliance and Policy for Workforce Services at Nicholas.Bishop@tn.gov



Deniece Thomas, Assistant Commissioner - Workforce Services Division

Attachment I - Annual WIOA Poverty Guidelines 2018

Instructions

1) **Assess the Individual-**

Determine the individual's county of residence and family size.

2) **Use the Tennessee Metropolitan and Nonmetropolitan County Table-**

Look-up the individual's county of residence within the Tennessee Metropolitan and Nonmetropolitan County Table to determine whether or not the individual is living in a metro or non-metro county.

3) **Use the WIOA 2018 Poverty Guidelines Table-**

If the individual is residing in a metropolitan county, when determining eligibility use the *higher* of the 70% LLSIL Metro with the Poverty Level.

If the individual is residing in a non-metropolitan county, when determining eligibility use the *higher* of the 70% LLSIL Non-Metro with the Poverty Level.

Annual WIOA Poverty Guidelines 2018 Effective May 29, 2018			
Family Size	70% LLSIL - Metro	70% LLSIL - Non-Metro	Poverty Level
1	\$9,410	\$9,205	\$12,140
2	\$15,418	\$15,080	\$16,460
3	\$21,162	\$20,697	\$20,780
4	\$26,126	\$25,549	\$25,100
5	\$30,835	\$30,151	\$29,420
6	\$36,063	\$35,260	\$33,740
7	\$41,291	\$40,369	\$38,060
8	\$46,519	\$45,478	\$42,380
9	\$51,747	\$50,587	\$46,700
10	\$56,975	\$55,696	\$51,020
11	\$62,203	\$60,805	\$55,340
12	\$67,431	\$65,914	\$59,660
Calculation of additional family members	70% LLSIL - Metro	70% LLSIL - Non-Metro	Poverty Level
Family of 6	\$36,063	\$35,260	\$33,740
(-) Family of 5	\$30,835	\$30,151	\$29,420
Difference	\$5,228	\$5,109	\$4,320
For each additional family member add	\$5,228	\$5,109	\$4,320

Note: In most cases 70% of LLSIL will exceed the Federal Poverty Level, the exceptions are highlighted in yellow.

Tennessee Metropolitan and Nonmetropolitan County Table

Anderson		Metro	Hancock	Non-Metro		Obion	Non-Metro	
Bedford	Non-Metro		Hardeman	Non-Metro		Overton	Non-Metro	
Benton	Non-Metro		Hardeman	Non-Metro		Perry	Non-Metro	
Bledsoe	Non-Metro		Hardin	Non-Metro		Pickett	Non-Metro	
Blount		Metro	Hawkins		Metro	Polk		Metro
Bradley		Metro	Haywood	Non-Metro		Putnam	Non-Metro	
Campbell		Metro	Henderson	Non-Metro		Rhea	Non-Metro	
Cannon		Metro	Henry	Non-Metro		Roane		Metro
Carroll	Non-Metro		Hickman		Metro	Robertson		Metro
Carter		Metro	Houston	Non-Metro		Rutherford		Metro
Cheatham		Metro	Humphreys	Non-Metro		Scott	Non-Metro	
Chester		Metro	Jackson	Non-Metro		Sequatchie		Metro
Claiborne	Non-Metro		Jefferson		Metro	Sevier	Non-Metro	
Clay	Non-Metro		Johnson	Non-Metro		Shelby		Metro
Cocke	Non-Metro		Knox		Metro	Smith		Metro
Coffee	Non-Metro		Lake	Non-Metro		Stewart	Non-Metro	
Crockett		Metro	Lauderdale	Non-Metro		Sullivan		Metro
Cumberland	Non-Metro		Lawrence	Non-Metro		Sumner		Metro
Davidson		Metro	Lewis	Non-Metro		Tipton		Metro
Decatur	Non-Metro		Lincoln	Non-Metro		Trousdale		Metro
DeKalb	Non-Metro		Loudon		Metro	Unicoi		Metro
Dickson		Metro	Macon		Metro	Union		Metro
Dyer	Non-Metro		Madison		Metro	Van Buren	Non-Metro	
Fayette		Metro	Marion		Metro	Warren	Non-Metro	
Fentress	Non-Metro		Marshall	Non-Metro		Washington		Metro
Franklin	Non-Metro		Maury		Metro	Wayne	Non-Metro	
Gibson	Non-Metro		McMinn	Non-Metro		Weakley	Non-Metro	
Giles	Non-Metro		McNairy	Non-Metro		White	Non-Metro	
Grainger		Metro	Meigs	Non-Metro		Williamson		Metro
Greene	Non-Metro		Monroe	Non-Metro		Wilson		Metro
Grundy	Non-Metro		Montgomery		Metro			
Hamblen		Metro	Moore					
Hamilton		Metro	Morgan		Metro			