



**State of Florida
Department of Children and Families**

Charlie Crist
Governor

George H. Sheldon
Secretary

MEMORANDUM

DATE: September 29, 2009 **TRANSMITTAL NO.:** P- 09-09-0016

TO: ACCESS Florida Operations Managers
ACCESS Florida Program Offices

FROM: Nathan Lewis, Chief, Program Policy **(Signature on File)**

SUBJECT: Treatment of Workforce Investment Act (WIA) Income – All Programs

EFFECTIVE: November 1, 2009

This memorandum is to notify staff of a policy change on treatment of WIA income. The next policy manual update will incorporate this policy change. This policy change rescinds policy clarification C09-04-0002.

Background:

Because the recent American Recovery and Reinvestment Act (ARRA) expands eligibility for WIA program participation, we have revisited our policies on treatment of income for WIA program participants. To simplify administration of our programs we have decided to align TCA and Medicaid policies for treatment of WIA earnings with the Food Stamp Program. We are also clarifying terminology about income received as wages from employers as opposed to income received from WIA for program participation.

New Policy:

Adult WIA Participants:

Exclude all income received by adult WIA participants (except for wages paid directly by an employer). Examples of WIA payments to exclude are:

- Stipends (ex. payments for classroom training),
- Training allowances, including wages paid by WIA service providers, (ex. work experience training participants),
- Reimbursements,
- Need based payments.

Adult WIA participants receiving wages paid directly from an employer in an on-the-job training (OJT) program will have their wages considered as earned income, with appropriate program earned income disregards, to the same extent as any other program participant.

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Mission: Protect the Vulnerable, Promote Strong and Economically Self-Sufficient Families, and Advance Personal and Family Recovery and Resiliency

Child WIA Participants:

Exclude all WIA income received by children, including wages, regardless of whether the income meets the student earned income exclusion for full-time students in the food stamp, TCA, and Medicaid programs.

In applying the child WIA income exclusion a child for food stamps is under age 19 and under parental control of another assistance group member. For Medicaid a minor child is a dependent child under age 21. For TCA a child is a minor dependent child under age 18 or under age 19 and a full-time student in a secondary school or its equivalent.

If circuit/region offices have policy questions please contact Gary D. Scott at (850) 413-7427.

cc: Director (Jennifer Lange)
Program Policy (Eileen Schilling, Jena Grignon, Florence Love)
FLORIDA Operations (Kara O'Brien, Suzanne Poirier, Debbie Owens, Bill Hudgens)
Office of Appeal Hearings (John Pritchard)
Office of General Counsel (Herschel Minnis)
Office of Quality Management (Jeri Flora)
FLORIDA Help Desk (Cassandra Shaw-Johnson)
Agency for Workforce Innovation (Fay Malone, Lois A. Scott)
Florida Legal Services (Cindy Huddleston)
Office of Communications (Pat Smith)

Treatment of Workforce Investment Act (WIA) Income – All Programs

Page 3

Treatment of WIA Income		
WIA Payments: <ul style="list-style-type: none"> ▪ Stipends ▪ Training allowances (Including wages paid by WIA service providers, e.g., work experience training participants) ▪ Reimbursements ▪ Needs based payments 	Adults	Children
	Food Stamps: Exclude	Food Stamps: Exclude
	TCA & Medicaid: Exclude	TCA & Medicaid: Exclude
Wages: Income paid directly from an employer (On-the-job training)	Adults	Children
	Food Stamps: Count all wages	Food Stamps: Exclude
	TCA and Medicaid: Count all wages	TCA & Medicaid: Exclude