



OC Community Resources

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DATE: August 25, 2020
TO: City of La Habra, WIOA Youth Contractor
FROM: Carma Lacy, Executive Director
Orange County Workforce Development Board

SUBJECT: WIOA Youth Supportive Services / Ready S.E.T. OC Earn & Learn Information Notice No. 20-OCWDB-15

In view of the special circumstances in the local interest presented by the economic and employment impact of COVID-19, we have decided to grant limited exemption and waiver from some of the requirements of the policies administered by the Orange County Community Investment Division in partnership with the Orange County Workforce Development Board (OCWDB). OCWDB provides fiscal and program oversight of all local workforce activities to include establishing local policies and procedures. The exemption and waiver herein related to WIOA Supportive Services Policy Information Notice No. 20-OCWDB-14. The City of La Habra may utilize the following Supportive Services Waiver for contract term Program Year 20-21. Participants who are actively participating in the Ready S.E.T. OC Earn & Learn program are exempt from the following requirements:

- Supportive services may only be provided to participants who are unable to obtain supportive services through other programs that provide such services. Participants must demonstrate that they have made every attempt to find other resources that could provide the supportive service funding including resources outside of the local area if applicable.
- A Supportive Services Exploration Form (Attachment I) shall be completed prior to requesting supportive services and kept in each participants file and uploaded to the participants CalJOBS electronic file. This form shall be completed for each supportive services request.
- Identified resources shall be entered on the Supportive Services Request Form (Attachment II). Provision of supportive services require the completion of the Supportive Services Request Form. The form must be completed in its entirety and signed by the participant and applicable program staff. It shall be kept in each participant's file and uploaded to the participants CalJOBS electronic file. Failure to properly complete the supportive services forms may result in a delay/denial of the reimbursement for supportive services.




In short, this exemption and waiver only applies to WIOA Youth participating in the Ready S.E.T. OC Earn and Learn Program who are enrolled in the Youth with Impact Entrepreneurship Training. The exemptions and waivers also do not exempt an Orange County Community Investment Division Service Provider from their obligation to comply with other federal, state and local rules and regulations.

At this time, we are solely granting this exemption and waiver for PY 20-21. This exemption and waiver pertain only to the Ready S.E.T. OC WIOA Youth program administered by Orange County Community Investment Division in partnership with OCWDB and should not be interpreted as applicable to any other programs or laws administered by the Orange County Community Investment Division or OCWDB.

If you have any questions or need additional information, please contact Carma Lacy, Director of Workforce Development at (714) 480-6420 or Carma.Lacy@occr.ocgov.com.


Signature


Date

cc: Orange County Workforce Development Board Members