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Official

CAPITAL AREA MICHIGAN WORKS!
SUPPORTIVE SERVICE POLICY LETTER #05-00, Change 10

Date: March 11, 2022

To: Capital Area Michigan Works! Program Sub-Recipients

Subject: Supportive Services and Needs-Related Payments (NRPs)

Programs

Affected: Workforce Innovation and Opportunity Act (WIOA) Adult, Dislocated Worker, and Youth; Partnership. Accountability. Training. Hope. (PATH), Food Assistance Employment and Training (FAE&T); Trade Adjustment Act (TAA); Business Resource Network (BRN), National Emergency Grant (NEG), and Going Pro Apprenticeships (GPA)

Rescissions: None

References: The Food Assistance Employment and Training (FAE&T) and FAE&T Plus Manual, dated January 31, 2021 and subsequent changes; The PATH Manual, dated October 27, 2021 and subsequent changes; The Michigan Department of Labor, Economic and Opportunity-Workforce Development (LEO-WD) Manual, dated March 11, 2021 and subsequent changes; and PI 19-35 Trade Adjustment Assistance, dated May 10, 2019 and subsequent changes; and The Business Resources Network Manual, dated August 28, 2020, Going PRO Apprenticeships (GPA) PI:20-04 and subsequent changes.

Capital Area Michigan Works! current contract provisions and PI 02-07 (Audits), and subsequent changes.

Background: Supportive services assist eligible participants facing specific barriers to securing employment when no other resources are available to address their needs. Each funding source establishes parameters for allowable supportive services with the MWA responsible for setting local policy.

Within the financial limitations of the MWA funded programs, a limited supportive services system will be established to assist participants in removing barriers to enable the individual to participate in program activities including job acquisition and retention when such services are not otherwise available from other resources/sources.

Policy: Sub-Recipients shall adhere to the limitations established for the provision of supportive services per funding source. Any supportive service provided to remove a barrier(s) to enable an individual to participate in program activities including job acquisition and retention shall be documented in the One-Stop Management Information System (OSMIS) in the Supportive Service area and the Individual Service Strategy (ISS). The barriers must be entered in the ISS under the section "Action Plan" as it relates to providing supportive services to overcome identified barriers. Documentation of the supportive service provided to program participant shall be placed in the individual participant file to correspond with each supportive service.

Case notes shall be used to document what other resources/sources were considered and the lack of other resources/sources. Under no circumstance may a supportive service be provided if the supportive service is readily available in a timely manner from another source. Case notes shall be used to document the actual dollar amount and funding source of the supportive service in cases where the MIS does not provide for the separate recording of supportive services.

Any combination of funding may be used, as appropriate and allowable. However, a single funding source limitation may not be exceeded with the aggregate of multiple funding sources.

Under no circumstances shall supportive services be used to purchase gift cards. Supportive service payments are to be provided directly to participant or vendor.

The Chief Executive Officer of CAMW! or designee may grant waivers to specific supportive services limitations and/or prohibitions. The Administrative Office may add supportive services in the event the

provision of a service has been overlooked in the formation of this policy if the supportive service is necessary to enable an individual to participant in activities.

Capital Area Michigan Works! will not provide Needs-Related Payments (NRPs). If CAMW! applies for a United States Department of Labor National Emergency Grant which mandates NRPs, a policy will be developed at that time and this policy issuance will be modified.

Acceptable accounting procedures including procurement requirements shall be used in the provision of supportive services.

Inquiries: Questions regarding this policy issuance should be directed to Tekea Norwood, Chief Operating Officer, at (517) 492-5541. TTY: 711.

The information contained in this policy issuance will be made available in alternative format (large type, audio tape, etc.) upon special request received by this office.

Expiration

Date: Continuing

Carrie Rosingana
Chief Executive Officer
Capital Area Michigan Works!

Welfare Reform	WIOA				GPA	TAA	BRN
	Adult	Dislocated Worker	Youth	NEG			
<p>PATH (Partnership. Accountability. Training. Hope) No more than 30% of the aggregate PATH contract funding (excluding FIA-ESS) shall be budgeted and expended for supportive services.</p> <p>The CAMW! Administrative Entity may grant a waiver to the maximum amount of funding that may be budgeted and expended for supportive services based on increased service need.</p> <p>In an emergency, meaning a situation in which the participant would lose their current employment without immediate support from the MWA, the MWAs are to respond within 24 hours in order to prevent the loss of employment.</p> <p>All individuals referred from MDHHS while in the</p>	<p>No more than 15% of the total WIOA Adult contract funding shall be budgeted for supportive services.</p> <p>The CAMW! Administrative Entity may grant a waiver to the maximum amount of funding that may be budgeted and expended for supportive services based on increased service need.</p> <ul style="list-style-type: none"> • The cumulative total of the following supportive services is limited to \$2,000/per individual/12 month period <ul style="list-style-type: none"> ○ Automobile Repair ○ Automobile Other ○ Clothing Allowance ○ Relocation Expense ○ Employment related medical (dental) expenses ○ One-time work related expense ○ Physical exams/immunization 	<p>No more than 15% of the total WIOA DW contract funding shall be budgeted for supportive services.</p> <p>The CAMW! Administrative Entity may grant a waiver to the maximum amount of funding that may be budgeted and expended for supportive services based on increased service need.</p> <ul style="list-style-type: none"> • The cumulative total of the following supportive services is limited to \$2,000/per individual/12 month period <ul style="list-style-type: none"> ○ Automobile Repair ○ Automobile Other ○ Clothing Allowance ○ Relocation Expense ○ Employment related medical (dental) expenses ○ One-time work related expense ○ Physical exams/immunization 	<p>No more than 15% of the total WIOA Youth contract funding shall be budgeted for supportive services.</p> <p>The CAMW! Administrative Entity may grant a waiver to the maximum amount of funding that may be budgeted and expended for supportive services based on increased service need.</p> <ul style="list-style-type: none"> • The cumulative total of the following supportive services is limited to \$2,000/per individual/12 month period <ul style="list-style-type: none"> ○ Automobile Repair ○ Automobile Other ○ Clothing Allowance ○ Relocation Expense ○ Employment related medical (dental) expenses ○ One-time work 	<p>Policy for supportive services and/or Need-Related Payment shall be established at the time an NEG is received based on the conditions stipulated by USDOL and/or WDASOM.</p>	<p>No more than 10% of the total GPA contract funding shall be budgeted for supportive services.</p> <p>The CAMW! Administrative Entity may grant a waiver to the maximum amount of funding that may be budgeted and expended for supportive services based on increased service need.</p> <ul style="list-style-type: none"> • The cumulative total of the following supportive services is limited to \$2,000/per individual/12 month period <ul style="list-style-type: none"> ○ Automobile Repair ○ Automobile Other ○ Clothing Allowance ○ Relocation Expense ○ Employment related medical (dental) expenses ○ One-time work related expense ○ Physical exams/immunization 	<p>The allowability and limitations of supportive services are set by law, regulations, USDOL, and funding availability. The state's maximum amount of funding per participant may not be exceeded. Participants who choose to waive their right to supportive services (such as subsistence payments for classroom training outside the commuting area) to preserve sufficient</p>	<p>Supportive Services are limited to those who are employed by a BRN eligible employer, working 120 or more hours per month at no less than \$11.50/hr. A BRN Participant will have one or more demonstrated or documented barriers to employment as outlined by the BRN Plan Narrative, PI 18-20.</p> <p>The CAMW! Administrative Entity may grant a waiver to the maximum amount of funding per participant based on increased need.</p> <ul style="list-style-type: none"> • The cumulative total of the following supportive services is limited to \$2000/per individual/12 month period. <ul style="list-style-type: none"> ○ Automobile Purchase

<p>Applicant Eligibility Period (AEP) are eligible to receive supportive services prior to being found ineligible.</p> <p>FAE&T (Food Assistance Employment and Training) Beginning with orientation and during active participation, a participant may receive a maximum of \$960 over a rolling 12 month period. Cellular phone service (limited to three months and no other source of free data or phone service is available or appropriate for the situation) – enter in the OSMIS under fees, Clothing (appropriate for job search activity or interviews), Course registration fee (may qualify as a program delivery expense), Drug tests (required for employment), Fingerprinting (required for employment), Legal services (expunging a criminal record to secure employment), Medical services (i.e., TB test,</p>	<ul style="list-style-type: none"> ○ Other ● Supportive services are limited to individuals who are eligible for and registered in core, intensive or training services. 	<p>on</p> <ul style="list-style-type: none"> ○ Other ● Supportive services are limited to individuals who are eligible for and registered in core, intensive or training services. 	<p>related expense</p> <ul style="list-style-type: none"> ○ Physical exams/immunization ● Supportive services are limited to individuals who are eligible for and registered in core, intensive or training services. 		<ul style="list-style-type: none"> ○ Other <p>Supportive services are limited to individuals who are eligible for and registered in core, intensive or training services.</p>	<p>funding for tuition shall sign a waiver indicating they have been informed of their right to supportive services but have chosen to use available funding for direct classroom training funding. In the event an individual does not waive their right to supportive services and the estimated cost of training and supportive services will exceed the maximum per participant funding availability the training site selection shall</p>	<ul style="list-style-type: none"> ○ Automobile Repair ○ Automobile Other ○ Transportation Allowance ○ Clothing Allowance ○ One Time, Work Related Expense ○ Child Care Assistance ○ General Equivalency Testing ○ Related Expenses for Occupational Training ○ Housing Assistance ○ Utilities Assistance ○ Other ● Supportive services are limited to eligible individuals who remain in good standing with their BRN member employer.
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<p>vision exam, eyeglasses, dental care, or physical required for employment), Fees (i.e., union dues, test fees, licensing and bonding fees, background checks needed for training or to support job search), Personal Grooming Supplies/Services (i.e., personal hygiene products and services, including haircuts, to meet program or potential employer appearance standards), State of Michigan identification card, temporary driving instruction permit, driving skills test, and driver's license, Activity fee (if required to participate, may qualify as a program delivery expense), Training materials, textbooks, and supplies, Transportation (i.e., bus pass, gasoline cards, mileage reimbursement, taxi [including Uber and Lyft-type services] and necessary non-maintenance vehicle repairs [limited to \$350]),</p>						be denied.	
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<p>Work and training tools (i.e., equipment, tools, safety clothing, and uniforms necessary to complete E&T training), Housing Assistance (limited to two months for rent and utilities only), applies only to Plus participants served by a Plus Contractor.</p> <p>Job retention supportive services follow the same rules as regular supportive services, as described earlier in this manual.</p> <p>The following job retention supportive services are permissible if they are required to maintain the employment:</p> <ul style="list-style-type: none">• Clothing.• Fees (i.e., union dues, test fees, licensing and bonding fees).• Personal Grooming Supplies/Services (i.e., personal hygiene products and services, including haircuts, to meet employer appearance standards).						
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	<ul style="list-style-type: none"> • Transportation (i.e., bus pass, gasoline cards, mileage reimbursement, taxi [including Uber and Lyft-type services], and necessary non-maintenance vehicle repairs [limited to \$350]). • Work tools (i.e., equipment, tools, safety clothing, uniforms). <p>Please refer to the FAET Manual, Section 2-7 for disallowed supportive services.</p>							
Supportive Service								
Automobile Purchase	<p>PATH Allowable - Up to State Limitation</p> <ul style="list-style-type: none"> • Up to \$4,000 lifetime limit, PATH will pay 100% of the cost. See CAMW! Policy Issuance 01-00, Chg.3. • DHHS –ESS only. This limit coincides with PATH limit as well. • The vehicle must be registered to an 	Not Allowable	Not Allowable	Not Allowable	Not Allowable	Not Allowable	Not Allowable	<p>Allowable</p> <ul style="list-style-type: none"> • Barrier removal for employment retention • The vehicle must be registered to the BRN participant and insured, at a minimum, for personal liability and property damage. Vehicle

	<p>eligible group member and insured, at a minimum, for personal liability and property damage. Vehicle insurance, license plates, or vehicle registration are covered under other ESS later in this item and do not reduce the \$4,000 lifetime limit. See PATH Manual, Chapter 9.</p> <ul style="list-style-type: none"> • In a two-parent family, if both parents are required to participate and need separate vehicles, an exception may be made prior to approving a vehicle purchase for a second parent. See PATH Manual, Chapter 9 Supportive Services. • Verify via the Secretary of State (SOS) records that the client does not own an unusable vehicle. In order to verify vehicle 							<p>insurance, license plates, or vehicle registration are covered under other ESS later in this item.</p> <ul style="list-style-type: none"> • Not to exceed cumulative supportive services limitation of \$2,000/12 month. • The limitation may not be combined with another funding source to exceed the local limitation.
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	<p>registration information with SOS, the following documentation must be faxed to Workforce Development (WD) at 517-241-9846 for processing. Notify WD that the fax has been sent by sending an email TED-TIA-TANFREV@michigan.gov with the MWA name and recipient ID number only in the subject line. The MWA shall submit Attachment A, SOS request form, which shall include the MWA name, MWA requestor, MWA email, participant's first, middle, and last name, address, date of birth, Michigan driver's license number, current address, and recipient ID. WD will verify with SOS that the participant does not own an unusable vehicle and will notify the MWA by email.</p>							
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	<p>See PATH Manual, Chapter 9 Supportive Services.</p> <ul style="list-style-type: none">• The client has at a minimum a job offer of permanent employment paying at least \$9.65 per hour and employment hours will at a minimum meet the required federal work participation requirement for the client.• Payment may be authorized for a licensed mechanic's inspection in addition to the \$4,000 automobile purchase authorization. Automobile purchase is limited to once in a client's lifetime. See PATH Manual, Chapter 9 Supportive Services.• All car purchase exceptions must be approved by WD. See PATH Manual, Chapter 9 Supportive						
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	<p>Services.</p> <ul style="list-style-type: none"> All car purchase must be approved by CAMW! <p>FAE&T Not Allowable</p>							
Automobile Repair	<p>PATH</p> <p>Allowable - Up to State Limitation</p> <ul style="list-style-type: none"> Automobile being repaired must be titled to participant or individual in participant's family unit (family unit defined by grant) PATH will pay 100% of the cost up to \$900 /12-month period. Clients may contribute any amount over \$900, prior to the MDHHS payment. \$900/12 month/(DHHS-ESS). This limit coincides with PATH limit as 	<p>Allowable</p> <ul style="list-style-type: none"> Barrier removal for acquisition of employment or retention or to complete training services Automobile being repaired must be titled to participant or individual in participant's family unit (family defined by WIOA guidelines) Not to exceed cumulative supportive services limitation of \$2,000/12 month. The limitation may not be combined with another 	<p>Allowable</p> <ul style="list-style-type: none"> Barrier removal for acquisition of employment or retention or to complete training services Automobile being repaired must be titled to participant or individual in participant's family unit (family defined by WIOA guidelines) Not to exceed cumulative supportive services limitation of \$2,000/12 month. The limitation may not be combined with another 	<p>Allowable</p> <ul style="list-style-type: none"> Barrier removal for acquisition of employment or retention or to complete training service Automobile being repaired must be titled to participant or individual in participant's family unit (family defined by WIOA guidelines) Not to exceed cumulative supportive services limitation of \$2,000/12 month. The limitation may not be combined 	<p>Not Allowable</p>	<p>Allowable</p> <ul style="list-style-type: none"> Barrier removal for acquisition of employment or retention or to complete training services Automobile being repaired must be titled to participant or individual in participant's family unit (family defined by WIOA guidelines) Not to exceed cumulative supportive services limitation of \$2,000/12 month. The limitation may not be combined 	<p>Not Allowable</p>	<p>Allowable</p> <ul style="list-style-type: none"> Barrier removal for acquisition of employment or retention or to complete training services Automobile being repaired must be titled to the participant Not to exceed cumulative supportive services limitation of \$2,000/12 month. The limitation may not be combined with another funding source to exceed

	<p>well. See PATH Manual, Chapter 9 Supportive Services. ee CAMW!</p> <ul style="list-style-type: none"> • In a two-parent family, each parent who is contributing towards meeting the case's work participation requirement may be eligible to receive up to \$900 towards the repair of an automobile if the funding is directed towards separate automobiles for each parent and the automobiles are used as the primary means of transportation for employment-related activities. • Vehicle that has been purchased within the last 60 calendar days are not authorized for any repair. See PATH Manual, Chapter 9 Supportive Services. • To prevent misappropriation of funds, the 	<p>funding source to exceed the local limitation.</p>	<p>funding source to exceed the local limitation.</p>	<p>with another funding source to exceed the local limitation.</p>		<p>with another funding source to exceed the local limitation.</p>		<p>the local limitation.</p>
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	<p>automobile must be registered and insured in the name of a member of the eligible family. For purposes of this policy, a member of the eligible family is defined as any adult who is receiving assistance and included in the FIP grant. Payment may be authorized for a licensed mechanic's repair estimate in addition to the \$900 automobile repair authorization.</p> <p>FAE&T</p> <ul style="list-style-type: none"> Automobile being repaired must be titled to participant or individual in participant's family unit. Car repairs, limited to \$350 							
Automobile Other (Insurance, plates/tags, title transfer,	<p>PATH</p> <p>Allowable</p> <ul style="list-style-type: none"> Vehicle insurance is limited to up to a 	<p>Allowable</p> <ul style="list-style-type: none"> Barrier removal for acquisition of employment or retention or to 	<p>Allowable</p> <ul style="list-style-type: none"> Barrier removal for acquisition of employment or retention or to 	<p>Allowable</p> <ul style="list-style-type: none"> Barrier removal for acquisition of employment or retention or to 	<p>Not Allowable</p>	<p>Allowable</p> <ul style="list-style-type: none"> Barrier removal for acquisition of employment or retention or to 	<p>Not Allowable</p>	<p>Allowable</p> <ul style="list-style-type: none"> Barrier removal for acquisition of employment or retention or to

<p>driver's license, drivers training/drivers permit/road test registration, Vehicle Inspections (related to auto purchase). Towing, diagnostics, Taxes (auto purchase and auto repair) etc.)</p>	<p>\$2,000 maximum lifetime cap from this point forward.</p> <ul style="list-style-type: none"> Vehicle insurance coverage is limited to the time period in which the client is establishing income to allow for their ongoing payment of the insurance up to 90 days at one time. Insurance payment shall be limited to the first three month start-up/12-month period/ (local policy), for uninsured participant or the first three month payment for policy continuation. There is a lifetime maximum of no more than \$2000 for vehicle insurance. <p>FAE&T Not Allowable</p>	<p>complete training services</p> <ul style="list-style-type: none"> Insurance payment shall be limited to the minimum start-up policy for uninsured participant or the minimum payment for policy continuation. Not to exceed cumulative supportive services limitation of \$2,000/12 month. Insurance shall not exceed a 3-month payment within the cost limitation. The limitation may not be combined with another funding source to exceed the local limitation. 	<p>complete training services</p> <ul style="list-style-type: none"> Insurance payment shall be limited to the minimum start-up policy for uninsured participant or the minimum payment for policy continuation. Not to exceed cumulative supportive services limitation of \$2,000/12 month. Insurance shall not exceed a 3-month payment within the cost limitation. The limitation may not be combined with another funding source to exceed the local limitation. 	<p>complete training services</p> <ul style="list-style-type: none"> Insurance payment shall be limited to the minimum start-up policy for uninsured participant or the minimum payment for policy continuation. Not to exceed cumulative supportive services limitation of \$2,000/12 month. Insurance shall not exceed a 3-month payment within the cost limitation. The limitation may not be combined with another funding source to exceed the local limitation. 		<p>complete training services</p> <ul style="list-style-type: none"> Insurance payment shall be limited to the minimum start-up policy for uninsured participant or the minimum payment for policy continuation. Not to exceed cumulative supportive services limitation of \$2,000/12 month. Insurance shall not exceed a 3-month payment within the cost limitation. <p>The limitation may not be combined with another funding source to exceed the local limitation.</p>		<p>complete training services</p> <ul style="list-style-type: none"> Insurance payment shall be limited to the minimum start-up policy for uninsured participant or the minimum payment for policy continuation. Not to exceed cumulative supportive services limitation of \$2,000/12 month. Insurance shall not exceed a 3-month payment within the cost limitation. The limitation may not be combined with another funding source to exceed the local limitation.
<p>Transportation Allowance</p>	<p>PATH Allowable - Up to Local Limitation</p> <ul style="list-style-type: none"> .575/mile- per local 	<p>Allowable - Up to Local Limitation</p> <ul style="list-style-type: none"> .575/mile - local policy 	<p>Allowable - Up to Local Limitation</p> <ul style="list-style-type: none"> .575/mile - local policy 	<p>Allowable - Up to Local Limitation</p> <ul style="list-style-type: none"> .575/mile - local policy 		<p>Allowable - Up to Local Limitation</p> <ul style="list-style-type: none"> .575/mile - local policy 	<p>Allowable - Training outside of commuting</p>	<p>Allowable</p> <ul style="list-style-type: none"> .575/mile – in alignment with IRS or purchase of

	<p>policy</p> <ul style="list-style-type: none"> Up to 180-day retention based on actual miles unless participant is enrolled in a post-secondary training activity this service can be extended. \$2000/12- month (local policy) Public transportation/alternative transportation (taxi, etc.) Transportation allowances include traveling to and from the participant's: home to a job interview, job site, potential job site, childcare provider (will not pay over 10 miles per trip, maximum of up to 20 miles per day), education or training facility, community service site, work experience site, or MWA/service provider. The limitation may not be combined with another funding 	<ul style="list-style-type: none"> Allowable for job acquisition or support of training activities if the training program is fifty miles or more from the participant's residence The limitation may not be combined with another funding source to exceed the local limitation. 	<ul style="list-style-type: none"> Allowable for job acquisition or support of training activities if the training program is fifty miles or more from the participant's residence The limitation may not be combined with another funding source to exceed the local limitation 	<ul style="list-style-type: none"> Allowable for job acquisition or support of training activities if the training program is fifty miles or more from the participant's residence The limitation may not be combined with another funding source to exceed the local limitation 		<ul style="list-style-type: none"> Allowable for job acquisition or support of training activities if the training program is fifty miles or more from the participant's residence The limitation may not be combined with another funding source to exceed the local limitation. 	<p>area</p> <ul style="list-style-type: none"> .575/mile-fed policy Limit established by TAA policy but not to exceed the maximum per participant funding allowable per state policy. <p>Allowable - Job search outside of commuting area</p> <ul style="list-style-type: none"> Limit established by TAA policy but not to exceed the maximum per participant funding allowable per state 	<p>fuel cards. Up to 60 days.</p> <ul style="list-style-type: none"> Barrier removal for job retention and self-sufficiency Cumulative supportive services limitation of up to \$2,000/12 months.
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	<p>source to exceed the local limitation.</p> <p>FAE&T</p> <ul style="list-style-type: none"> • Bus pass, mileage reimbursement (.57/mile- per local policy), taxi [including Uber and Lyft-type services] 						policy.	
Clothing Allowance	<p>PATH</p> <p>Allowable - Up to State Limitation (\$500/12month)</p> <ul style="list-style-type: none"> • \$500/12 month / (local policy) • \$500/12 month/(DHHS-ESS) this limit coincides with PATH limit as well. <p>FAE&T</p> <ul style="list-style-type: none"> • Limited to interview clothing allowance, specific clothing requirements for employment (i.e. uniforms, footwear, etc.) 	<p>Allowable</p> <ul style="list-style-type: none"> • Limited to interview clothing allowance, specific clothing requirements for employment (i.e. uniforms, footwear, etc.) • Not to exceed cumulative supportive services limitation of \$2,000/12 month. • Clothing requirements specific for training programs is allowable as a program activity cost. • The limitation may not be combined with another 	<p>Allowable</p> <ul style="list-style-type: none"> • Limited to interview clothing allowance, specific clothing requirements for employment (i.e. uniforms, footwear, etc.) • Not to exceed cumulative supportive services limitation of \$2,000/12 month. • Clothing requirements specific for training programs is allowable as a program activity cost. • The limitation may not be combined with another 	<p>Allowable</p> <ul style="list-style-type: none"> • Limited to interview clothing allowance, specific clothing requirements for employment (i.e. uniforms, footwear, etc.) • Not to exceed cumulative supportive services limitation of \$2,000/12 month. • Clothing requirements specific for training programs is allowable as a program activity cost. • The limitation may not be combined 		<p>Allowable</p> <ul style="list-style-type: none"> • Limited to interview clothing allowance, specific clothing requirements for employment (i.e. uniforms, footwear, etc.) • Not to exceed cumulative supportive services limitation of \$2,000/12 month. • Clothing requirements specific for training programs is allowable as a program activity cost. • The limitation may 	Not Allowable	<p>Allowable</p> <ul style="list-style-type: none"> • Barrier removal for job retention and self-sufficiency • \$500/12 month • Limited to specific clothing requirements for employment (i.e. uniforms, footwear, dress code, etc.,) • Cumulative supportive services limitation of up to \$2,000/12 months.

		funding source to exceed the local limitation.	funding source to exceed the local limitation.	with another funding source to exceed the local limitation.		not be combined with another funding source to exceed the local limitation.		
Relocation Expense	<p>PATH</p> <ul style="list-style-type: none"> Allowable - Up to State Limitation (limited to \$1,500 per move). Before payment for relocation allowances can be approved, staff must verify that the individual obtained suitable employment in the relocation area. Relocation expenses for actual cost of pre-location expenses (coordination of details of the move beforehand, as well as the actual moving plan), trailer or truck rental, compensation for persons assisting in the move, mileage allowances, rental of moving equipment, such as dollies, security deposit and 	<p>Allowable</p> <ul style="list-style-type: none"> Before payment for relocation allowances can be approved, staff must verify that the individual obtained suitable employment, or that the individual received a valid offer of suitable employment in the relocation area. Relocation expenses for actual cost of rental truck, trailer or commercial carrier may be covered. .20/mile based on a standardized mileage calculation (i.e. IRS) Relocation expense is limited to one individual per household. Not to exceed cumulative 	<p>Allowable</p> <ul style="list-style-type: none"> Before payment for relocation allowances can be approved, staff must verify that the individual obtained suitable employment, or that the individual received a valid offer of suitable employment in the relocation area. Relocation expenses for actual cost of rental truck, trailer or commercial carrier may be covered. .20/mile based on a standardized mileage calculation (i.e. IRS) Relocation expense is limited to one individual per household. Not to exceed cumulative 	<p>Allowable</p> <ul style="list-style-type: none"> Before payment for relocation allowances can be approved, staff must verify that the individual obtained suitable employment, or that the individual received a valid offer of suitable employment in the relocation area. Relocation expenses for actual cost of rental truck, trailer or commercial carrier may be covered. .20/mile based on a standardized mileage calculation (i.e. IRS) Relocation expense is limited to one individual per household. Not to exceed cumulative 		<p>Allowable</p> <ul style="list-style-type: none"> Before payment for relocation allowances can be approved, staff must verify that the individual obtained suitable employment, or that the individual received a valid offer of suitable employment in the relocation area. Relocation expenses for actual cost of rental truck, trailer or commercial carrier may be covered. .20/mile based on a standardized mileage calculation (i.e. IRS) Relocation expense is limited to one individual per household. Not to exceed cumulative 	<p>Allowable</p> <ul style="list-style-type: none"> Limit established by TAA policy but not to exceed the maximum per participant funding allowance per state policy. 	Not Allowable

	<p>payment of the first month's rent at the new location, and any other expense of the move determined as necessary by the MWA.</p> <ul style="list-style-type: none"> • .20/mile based on a standardized mileage calculation (i.e. IRS) • Relocation expense is limited to one individual per household. • Moving expenses are limited to \$1,500 per move. • The limitation may not be combined with another funding source to exceed the local limitation. • All state and local policies must be followed. <p>FAE&T Not Allowable</p>	<p>supportive services limitation of \$2,000/12 month.</p> <ul style="list-style-type: none"> • The limitation may not be combined with another funding source to exceed the local limitation. 	<p>supportive services limitation of \$2,000/12 month.</p> <ul style="list-style-type: none"> • The limitation may not be combined with another funding source to exceed the local limitation. 	<p>supportive services limitation of \$2,000/12 month.</p> <ul style="list-style-type: none"> • The limitation may not be combined with another funding source to exceed the local limitation. 		<p>supportive services limitation of \$2,000/12 month.</p> <ul style="list-style-type: none"> • The limitation may not be combined with another funding source to exceed the local limitation. 		
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<p>Transitional Supportive Services</p>	<p>PATH Allowable See CAMW! Local PI:16-00c.1, LEO/WD PI:21-31 and PATH Manual, Chapter 9 Supportive Services.ee CAMW! Transitional support payments may not exceed \$125.00 per participant in a 12- month period. Payments will be distributed in the form of a check. Transitional support payments in the following amounts may be authorized to be paid to any participant who has accomplished the following goals:</p> <ul style="list-style-type: none"> • 30 Days of Continuous Employment • 60 Days of Continuous Employment • 90 Days of Continuous Employment • Completion of first 30 days of the 	<p>Not Allowable</p>	<p>Not Allowable</p>	<p>Not Allowable</p>		<p>Not Allowable</p>	<p>Not Allowable</p>	<p>Not Allowable</p>
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	<p>Community Service Program (CSP)</p> <ul style="list-style-type: none"> • Met Work Participation Rate (WPR) for 30, 60 and 90 Days • Pass General Educational Development (GED) Test • High School Completion • Completion of Vocational Training • Completion of all 4 PATH Standard Workshops • Satisfactory Completion of Subsidized Employment/OJT <p>FAE&T</p> <p>Not Allowable</p>							
Employment related medical expenses including dental not covered under Medicaid,	<p>PATH</p> <p>Allowable - State Policy</p> <ul style="list-style-type: none"> • Non-DHHS • No limit • Employment-related photocopies. 	<p>Allowable</p> <ul style="list-style-type: none"> • Not to exceed cumulative supportive services limitation of \$2,000/12 month. 	<p>Allowable</p> <ul style="list-style-type: none"> • Not to exceed cumulative supportive services limitation of \$2,000/12 month. 	<p>Allowable</p> <ul style="list-style-type: none"> • Not to exceed cumulative supportive services limitation of \$2,000/12 month. 		<p>Allowable</p> <ul style="list-style-type: none"> • Not to exceed cumulative supportive services limitation of \$2,000/12 month. 	Not Allowable	Not Allowable

<p>other health insurance.</p>	<ul style="list-style-type: none"> The completion of an MDHHS Medical Needs form by a Medical Doctor (MD), or Doctor of Osteopathic Medicine (DO) certifying that based on previous medical records or a recent medical examination, the client is able (or unable) to participate in employment-related activities, and whether or not there are limitations or restrictions on the types of activities in which the participant may be engaged. An employment or training-related general medical or physical examination by an MD or DO (including the completion of an MDHHS Medical Needs form). Employment-related immunizations and tests required as an employment or training condition (i.e., drug testing or 	<ul style="list-style-type: none"> The CAMW! Administrative Entity may grant a waiver to the limitation in the provision of this supportive service. The limitation may not be combined with another funding source to exceed the limitation. 	<ul style="list-style-type: none"> The CAMW! Administrative Entity may grant a waiver to the limitation in the provision of this supportive service. The limitation may not be combined with another funding source to exceed the limitation. 	<ul style="list-style-type: none"> The CAMW! Administrative Entity may grant a waiver to the limitation in the provision of this supportive service. The limitation may not be combined with another funding source to exceed the limitation. 		<ul style="list-style-type: none"> The CAMW! Administrative Entity may grant a waiver to the limitation in the provision of this supportive service. <p>The limitation may not be combined with another funding source to exceed the limitation.</p>		
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	<p>vaccinations).</p> <p>FAE&T</p> <ul style="list-style-type: none"> • Employment-related immunizations and tests required as an employment or training condition (i.e., TB test, vision exam, eyeglasses, dental care, or physical required for employment). 							
<p>One time, work related expense (i.e. tools, uniforms, foot wear, immunizations, licensing exam/fee, etc.)</p>	<p>PATH</p> <p>Allowable - State Policy</p> <ul style="list-style-type: none"> • No limit – enabling individuals to participate in activities or seek, obtain and retain employment <p>FAE&T</p> <ul style="list-style-type: none"> • Fees (i.e., union dues, test fees, licensing and bonding fees, background checks needed for training or to support job search). • Cellular phone service (limited to three months and no 	<p>Allowable</p> <ul style="list-style-type: none"> • Not to exceed cumulative supportive services limitation of \$2,000/12 month. • The CAMW! Administrative Entity may grant a waiver to the limitation in the provision of this supportive service. • The limitation may not be combined with another funding source to exceed the local limitation. 	<p>Allowable</p> <ul style="list-style-type: none"> • Not to exceed cumulative supportive services limitation of \$2,000/12 month. • The CAMW! Administrative Entity may grant a waiver to the limitation in the provision of this supportive service. • The limitation may not be combined with another funding source to exceed the local limitation. 	<p>Allowable</p> <ul style="list-style-type: none"> • Not to exceed cumulative supportive services limitation of \$2,000/12 month. • The CAMW! Administrative Entity may grant a waiver to the limitation in the provision of this supportive service. • The limitation may not be combined with another funding source to exceed the local limitation. 		<p>Allowable</p> <ul style="list-style-type: none"> • Not to exceed cumulative supportive services limitation of \$2,000/12 month. • The CAMW! Administrative Entity may grant a waiver to the limitation in the provision of this supportive service. <p>The limitation may not be combined with another funding source to exceed the local limitation.</p>	<p>Not Allowable</p>	<p>Allowable</p> <ul style="list-style-type: none"> • Barrier removal for job retention and self-sufficiency • Not to exceed cumulative supportive services limitation of \$2,000/12 month.

	other source of free data or phone service is available or appropriate for the situation).— enter in the OSMIS under fees.							
Child care	Not Allowable	Not Allowable	Not Allowable	Not Allowable		Not Allowable	Not Allowable	Allowable <ul style="list-style-type: none"> Barrier removal for job retention and self-sufficiency Not to exceed cumulative supportive services limitation of \$2,000/12 month.
GED exams	Allowable for all programs	Allowable as a program activity cost.	Allowable as a program activity cost.	Allowable as a program activity cost.		Allowable as a program activity cost.	Allowable <ul style="list-style-type: none"> No limit established by TAA policy but not to exceed the maximum per participant funding allowable per state policy. 	Allowable <ul style="list-style-type: none"> Barrier removal for job retention and self-sufficiency Not to exceed cumulative supportive services limitation of \$2,000/12 month.

Physical exams and immunizations required for entrance into training programs	<p>PATH</p> <p>Allowable</p> <ul style="list-style-type: none"> No limit <p>FAE&T</p> <ul style="list-style-type: none"> A physical required for employment 	<p>Allowable</p> <ul style="list-style-type: none"> Not to exceed cumulative supportive services limitation of \$2,000/12 month. The CAMW! Administrative Entity may grant a waiver to the limitation in the provision of this supportive service. The limitation may not be combined with another funding source to exceed the local limitation. 	<p>Allowable</p> <ul style="list-style-type: none"> Not to exceed cumulative supportive services limitation of \$2,000/12 month. The CAMW! Administrative Entity may grant a waiver to the limitation in the provision of this supportive service. The limitation may not be combined with another funding source to exceed the local limitation. 	<p>Allowable</p> <ul style="list-style-type: none"> Not to exceed cumulative supportive services limitation of \$2,000/12 month. The CAMW! Administrative Entity may grant a waiver to the limitation in the provision of this supportive service. The limitation may not be combined with another funding source to exceed the local limitation. 		<p>Allowable</p> <ul style="list-style-type: none"> Not to exceed cumulative supportive services limitation of \$2,000/12 month. The CAMW! Administrative Entity may grant a waiver to the limitation in the provision of this supportive service. <p>The limitation may not be combined with another funding source to exceed the local limitation.</p>	<p>Allowable</p> <ul style="list-style-type: none"> No limit established by TAA policy but not to exceed the maximum per participant funding allowable per state policy. 	<p>Not Allowable</p>
Related expenses for occupational training (i.e. books, calculators, tools, etc.)	Allowable as a program activity cost.	Allowable as a program activity cost.	Allowable as a program activity cost.	Allowable as a program activity cost.		Allowable as a program activity cost.	<p>Allowable</p> <ul style="list-style-type: none"> No limit established by TAA policy but not to exceed the maximum per participant funding allowable per state policy. 	<p>Allowable</p> <ul style="list-style-type: none"> Barrier removal for job retention and self-sufficiency Not to exceed cumulative supportive services limitation of \$2,000/12 month.

Subsistence Payments	Not Allowable	Not Allowable	Not Allowable	Not Allowable		Not Allowable	Allowable <ul style="list-style-type: none"> Limits and conditions established by TAA policy but may not exceed the maximum per participant per participant funding allowable per state policy. 	Not Allowable
Needs Related Payments	Not Allowable	Not Allowable	Not Allowable	Not Allowable		Not Allowable	Not Allowable	Not Allowable
TRA Payments	Not Allowable	Not Allowable	Not Allowable	Not Allowable		Not Allowable	Allowable <ul style="list-style-type: none"> Limits and conditions established by TAA policy 	Not Allowable
Technology Allowance (Includes Chromebooks, hotspots, internet	Allowable PATH & FAE&T Up to \$500 lifetime limit, the amount includes, equipment and internet connectivity. May not	Allowable <ul style="list-style-type: none"> Up to \$500 lifetime limit, the amount includes, equipment and internet connectivity. May 	Allowable <ul style="list-style-type: none"> Up to \$500 lifetime limit, the amount includes, equipment and internet connectivity. May 	Allowable <ul style="list-style-type: none"> Up to \$500 lifetime limit, the amount includes, equipment and internet connectivity. May 	Allowable <ul style="list-style-type: none"> Up to \$500 lifetime limit, the amount includes, 	Allowable <ul style="list-style-type: none"> Up to \$500 lifetime limit, the amount includes, equipment and internet connectivity. May 	Allowable <ul style="list-style-type: none"> Limits and conditions established by TAA policy but 	Not Allowable

connectivity)	<p>receive another device if broken or pay for a participant's current technology equipment (i.e. laptop or Chromebook etc.) to be repaired. PATH/FAE&T will pay 100% of the cost.</p> <ul style="list-style-type: none"> Internet services will be provided but not to exceed 3 months. At which time a reevaluation will be determine for a monthly service. PATH will not cover any unpaid bills to start internet services. Hotspots purchased via mobile device, participants must give a copy of monthly bill. Program funding will only cover the amount of the hotspot for up to 3 months. Must assist with setting up the technology for the participant. Ensuring participant have a working email that they check and know how to access. Must participate in the program for at least 	<p>not receive another device if broken or pay for a participant's current technology equipment (i.e. laptop or Chromebook etc.) to be repaired. WIOA will pay 100% of the cost.</p> <ul style="list-style-type: none"> Internet services will be provided but not to exceed 3 months. At which time a reevaluation will be determine for a monthly service. WIOA will not cover any unpaid bills to start internet services. Hotspots purchased via mobile device, participants must give a copy of monthly bill. Program funding will only cover the amount of the hotspot for up to 3 months. Must assist with setting up the technology for the participant. Ensuring participant have a 	<p>not receive another device if broken or pay for a participant's current technology equipment (i.e. laptop or Chromebook etc.) to be repaired. WIOA will pay 100% of the cost.</p> <ul style="list-style-type: none"> Internet services will be provided but not to exceed 3 months. At which time a reevaluation will be determine for a monthly service. WIOA will not cover any unpaid bills to start internet services. Hotspots purchased via mobile device, participants must give a copy of monthly bill. Program funding will only cover the amount of the hotspot for up to 3 months. Must assist with setting up the technology for the participant. Ensuring 	<p>not receive another device if broken or pay for a participant's current technology equipment (i.e. laptop or Chromebook etc.) to be repaired. WIOA will pay 100% of the cost.</p> <ul style="list-style-type: none"> Internet services will be provided but not to exceed 3 months. At which time a reevaluation will be determine for a monthly service. WIOA will not cover any unpaid bills to start internet services. Hotspots purchased via mobile device, participants must give a copy of monthly bill. Program funding will only cover the amount of the hotspot for up to 3 months. Must assist with setting up the technology for the participant. Ensuring 	<p>equipment and internet connectivity. May not receive another device if broken or pay for a participant's current technology equipment (i.e. laptop or Chromebook etc.) to be repaired. WIOA will pay 100% of the cost.</p> <ul style="list-style-type: none"> Internet services will be provided but not to exceed 3 months. At which time a reevaluation will be determine for a monthly service. WIOA will not cover any unpaid bills to start internet services. 	<p>not receive another device if broken or pay for a participant's current technology equipment (i.e. laptop or Chromebook etc.) to be repaired. WIOA will pay 100% of the cost.</p> <ul style="list-style-type: none"> Internet services will be provided but not to exceed 3 months. At which time a reevaluation will be determine for a monthly service. WIOA will not cover any unpaid bills to start internet services. Hotspots purchased via mobile device, participants must give a copy of monthly bill. Program funding will only cover the amount of the hotspot for up to 3 months. Must assist with setting up the technology for the participant. Ensuring 	<p>may not exceed the maximum per participant per participant funding allowable per state policy.</p>	
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	<p>10 calendar days. Exceptions are individuals in a Vocational Occupational training or Employed.</p> <ul style="list-style-type: none"> • All devices must be picked up in person, signature required. • Document the need by adding technology as a barrier and case note. <p>PATH</p> <ul style="list-style-type: none"> • In a two-parent family, each parent who is contributing towards meeting the case's work participation requirement may be eligible. • These costs should be captured under "Other Supportive Services" category in the One-Stop Management Information System (OSMIS). <p>FAE&T</p> <ul style="list-style-type: none"> • Equipment i.e. Chromebooks or hotspots, must be loaned to the 	<p>working email that they check and know how to access.</p> <ul style="list-style-type: none"> • Must be enrolled in a training activity. • All devices must be picked up in person, signature required. • Document the need by adding technology as a barrier and case note. 	<p>participant have a working email that they check and know how to access.</p> <ul style="list-style-type: none"> • Must be enrolled in a training activity. • All devices must be picked up in person, signature required. • Document the need by adding technology as a barrier and case note 	<p>participant have a working email that they check and know how to access.</p> <ul style="list-style-type: none"> • Must be enrolled in a training activity. • All devices must be picked up in person, signature required. • Document the need by adding technology as a barrier and case note 	<p>any unpaid bills to start internet services.</p> <ul style="list-style-type: none"> • Hotspots purchased via mobile device, participants must give a copy of monthly bill. Program funding will only cover the amount of the hotspot for up to 3 months. • Must assist with setting up the technology for the participant. Ensuring participant have a working email that they check and know how to access. • Must be 	<p>participant have a working email that they check and know how to access.</p> <ul style="list-style-type: none"> • Must be enrolled in a training activity. • All devices must be picked up in person, signature required. • Document the need by adding technology as a barrier and case note 		
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	<ul style="list-style-type: none"> participant. May not receive another device if broken. The CAMW! Information Technology Resources Program Participant Agreement must be signed. 				<ul style="list-style-type: none"> enrolled in a training activity. All devices must be picked up in person, signature required. Document the need by adding technology as a barrier and case note 			
Food/Meal Allowance	Not Allowable	Not Allowable	Not Allowable	Allowable <ul style="list-style-type: none"> Not to exceed cumulative supportive services limitation of \$2,000/12 month. Costs for individual meal are capped at \$8.50 for breakfast and lunch. Meals provided for group meetings are allowed an average cost per plate of \$11.50 for breakfast and lunch. 	Not Allowable	Not Allowable	Not Allowable	Not Allowable
Other		<ul style="list-style-type: none"> The CAMW! Administrative Entity may authorize other supportive services in the event services are not available from other sources and the service is needed to facilitate employment or to continue training services. Sub- 						

		recipients shall submit requests to the Administrative Entity.				
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