



M E M B E R S

WAYNE SPENCER
CHAIRPERSON

- DR. ANTHONY TARANTO
- ARMANDO PENA
- BILLY C. CAMPBELL
- BOB HELFANT
- BRIAN RABER
- BRUCE YOUNG
- CAROLYN ANDERSON
- CAROLYN WOODARD
- CHRIS PATRONAS
- DAVID FLECK
- DAVID NOFLIN
- DR. DENA MALONEY
- DOUG MARIAN
- ELENMARY MICHEL
- FRAN FULTON
- GLENN GRINDSTAFF
- GLENN MITCHELL
- GREGG MCCLAIN
- JANE TEMPLIN
- JEFFREY R. JENNISON
- JESUS FERNANDEZ
- JOE AHN
- JOSH LAFARGA
- KATHY WOJNO
- KENDRICK ROBERSON
- KIRK ROSSBERG
- DR. LANCE WILLIAMS
- LILY CRAIG
- LINDA BRADLEY
- MARIA CAMACHO
- MICHAEL JACKSON
- MIKE HARRIEL
- MITCH PONCE
- PATRICIA BENNETT
- PATRICIA DONALDSON
- RAJ DHILLON
- RAY DIAB
- RAY GROTHAUS
- RUTHI DAVIS
- DR. SANDRA G. HORWITZ
- SARAH GONZAGA
- STELLA LI
- STEPHANY SANTIN
- SUSIE YELLOWHORSE-JENSEN
- TAMALA LEWIS
- TAMI LORENZEN-FANSELOW
- DR. THOMAS A. PARHAM
- TOD SWORD

DATE: March 14, 2018

TO: South Bay Workforce Investment Board, South Bay Workforce Investment Board, Inc., South Bay One-Stop Business & Career Centers, Youth Programs, Contractors, and Partners

**SUBJECT: DIRECTIVE NO. 18-01
70 PERCENT LLSIL AND PROVERTY GUIDELINES FOR 2018**

PURPOSE

The attached directive WSD18-04 dated August 31, 2018 established guidance and procedures for the 70 percent Lower Living Standard Income Level (LLSIL) for 2018 published by the Secretary of Labor in the Federal Register on May 29, 2018. This policy also issues the 2018 poverty guidelines published by the U.S. Department of Health and Human Services (HHS) in the Federal Register on January 18, 2018. This policy applies to all Local Workforce Development Areas (Local Areas) and is effective on their dates of publication in the Federal Register, May 29, 2018, and January 18, 2018, respectively.

SCOPE

This directive applies to all South Bay One-Stop Business Career Centers, Youth Programs, and Services Provider(s)

EFFECTIVE DATE

The directive is effective immediately.

STATE-IMPOSED REQUIREMENTS

The attached directive contains one state-imposed requirement. These requirements are indicated by **bold, italic type**.

ACTION

Notify all affected staff of the changes to the LLSIL and poverty guidelines in the attached directive.

FILING INSTRUCTIONS

This directive supersedes SBWIB Directive 17-01, dated September 1, 2017. Retain this directive until further notice.

INQUIRIES

If you have any questions regarding this directive, please contact the Compliance Manager, at (310) 970-7730.



Jan Vogel
Executive Director

Attachment:
https://www.edd.ca.gov/Jobs_and_Training/pubs/wsd18-04.pdf

JAN VOGEL
EXECUTIVE DIRECTOR

The SBWIB is an equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities.

70 PERCENT LLSIL AND POVERTY GUIDELINES FOR 2018

EXECUTIVE SUMMARY

This policy provides the guidance and establishes the procedures regarding the 70 Percent Lower Living Standard Income Level (LLSIL) for 2018 published by the U.S. Department of Labor (DOL) in the *Federal Register* on May 29, 2018. This policy also issues the 2018 poverty guidelines published by the U.S. Department of Health and Human Services (HHS) in the *Federal Register* on January 18, 2018. This policy applies to all Local Workforce Development Areas (Local Area) and is effective on their dates of publication in the *Federal Register*, May 29, 2018, and January 18, 2018 respectively.

This policy contains some state-imposed requirements. All state-imposed requirements are indicated by ***bold, italic*** type.

This Directive finalizes Workforce Services Draft Directive *70 Percent LLSIL and Poverty Guidelines for 2018* (WSD18-182), issued for comment on June 11, 2018. The Workforce Development Community submitted one comment during the draft comment period. A summary of comments is provided as Attachment 2.

This policy supersedes Workforce Services Directive *70 Percent LLSIL and Poverty Guidelines for 2017* (WSD17-04), dated August 25, 2017. Retain this directive until further notice.

REFERENCES

- *Workforce Innovation and Opportunity Act* (WIOA) Sections 3(36), 127(b)(2)(C), 132(b)(1)(B)(v)(IV), 134(a)(3)(A)(xii), and 134(d)(1)(A)(x)
- *Federal Register*, Volume 83, Number 103, "[WIOA 2018 LLSIL](#)" (May 29, 2018)
- *Federal Register*, Volume 83, Number 12, "[Annual Update of the HHS Poverty Guidelines](#)" (January 18, 2018)

The EDD is an equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities.

BACKGROUND

The WIOA Section 3(36)(A) sets the criteria 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 HHS, and the 70 percent of the LLSIL, as published by DOL. The Local Areas must use the higher of these two measures to establish low-income status for eligibility purposes of WIOA Title I programs. The WIOA requires annual revisions to both sets of data. All Local Areas use the same poverty guidelines. However, the LLSIL identifies maximum qualifying income levels for residents in either of two broad geographic designations: metropolitan and non-metropolitan areas. Metropolitan income levels apply to residents living within Metropolitan Statistical Areas (MSAs) as defined by the Office of Management and Budget. Non-metropolitan income levels apply to places with populations under 50,000. In addition to the broad metropolitan and non-metropolitan designations, the DOL identifies three MSAs in California that have unique LLSILs; the San Francisco/Oakland/San Jose MSA, the Los Angeles/Riverside/Orange County MSA, and the San Diego MSA.

POLICY AND PROCEDURES

Follow these steps to determine if a person is a low income individual:

1. Select the appropriate table for use by your Local Area from the five tables in the attachment ***(In those instances where a Local Area encompasses both metropolitan and non-metropolitan areas, the state has designated the higher of LLSIL figures for use in the entire Local Area)***.
2. Use the higher of either the LLSIL or the poverty guidelines for the appropriate family size to determine low income status. A comparison of the applicant's actual family income during the six-month income determination period with the six-month figures on the charts enables the reviewer to immediately determine income status.
3. ***Local Workforce Development Boards must set the criteria for determining whether employment leads to self-sufficiency. At a minimum, such criteria must provide that self-sufficiency means employment that pays at least 100 percent of the LLSIL established for a Local Area.***

ACTION

Notify all affected staff of the changes to the LLSIL and poverty guidelines in this directive.

INQUIRIES

If you have any questions, contact your [Regional Advisor](#) at 916-654-7799.

/S/ JAIME L. GUTIERREZ, Chief
Central Office Workforce Services Division

Attachments are available on the internet:

1. [70 Percent of LLSIL and Poverty Guidelines for 2018](#)
2. [Summary of Comments](#)