



# WIOA – TITLE I POLICY



Effective Date: September 25, 2018  
Supersedes WDB Policy: #2017-01

Policy # 2018-12

## 2018 LOWER LIVING STANDARD INCOME LEVEL (LLSIL) AND POVERTY GUIDELINES

### EXECUTIVE SUMMARY

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This policy provides the annual update of the LLSIL and Poverty Guidelines used to establish low-income status for WIOA Title I programs to determine income eligibility for Monterey County customers and self-sufficiency income levels for employed adults.

Required updates to this policy and the attached LLSIL chart will be done annually and automatically. This policy supersedes WDB Policy 2017-01 with LLSIL and Poverty Guidelines for 2017. Retain this policy until further notice.

### REFERENCES

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Workforce Innovation and Opportunity Act (WIOA) Sections 3(36), 127(b)(2)(C), 132(b)(1)(B)(v)(IV), 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).

### BACKGROUND

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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.

*The Monterey County Workforce Development Board is an equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities.*

## PROCEDURAL GUIDANCE

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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 two 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 guideline 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.***

**ATTACHMENT:** LLSIL and Poverty Guidelines Chart

## INQUIRIES

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If you have questions please contact staff at (831) 796-6434. This policy is posted on the WDB website located at: [www.montereycountywdb.org/policies/](http://www.montereycountywdb.org/policies/)

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Monterey County Workforce Development Board