



## Economic Security for All - ELIGIBILITY POLICY #3501 Rev 1

Date of Original Policy: 4/15/2024

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### PURPOSE

Economic Security for All (EcSA), is an initiative intended to build on already existing programs to streamline access to existing services and benefits to help more low-income families move out of poverty in their pursuit of equity, dignity, and sustained self-sufficiency.

### BACKGROUND

The original grant for this program was funded using the Governor's WIOA Discretionary state activities, following WIOA eligibility rules. Additional funding was added from the state general fund to expand the services to more individuals. This expanded eligibility criteria when using state general funds. Also, funding was acquired from the Department of Commerce - Community Reinvestment Funds (CRF) to provide incentive payments to eligible participants. Notably, in early 2024, the state legislature passed a new law codifying the EcSA program.

### POLICY

EcSA program design is intended to:

1. Meet or exceed our local goals for the number of people moving to self-sufficiency, in order to demonstrate this model for moving people out of poverty with equity.
2. Bundle WIOA and non-WIOA services (SNAP, housing, many others) to stabilize customer's lives, conveniently and with dignity for the customer.
3. Establish and implement customized career plans to reach 100% of participant Self-Sufficiency wage, as established by the UW self-sufficiency calculator.
4. Provide extensive wrap-around services and continue bundling benefits to maintain stability as customers pursue their customized career plan, continuously until they reach Self-Sufficiency.
5. Include Black, Indigenous, and People of Color (BIPOC) communities, rural communities and people experiencing poverty in program design and implementation.
6. Work collaboratively across local, state, and federal levels to remove barriers to coordinated delivery of multiple benefits.

To properly measure accomplishment of these goals, Subrecipients are expected to comply with the following requirements for **Federal EcSA**:

1. After enrollment into the program in accordance with the Federal EcSA policy and guidance, all participants must be tracked in ETO (or its successor)

according to the case management policies and procedures required by the WIOA Title I-B program.

2. Participants must be assessed using the UW Self-Sufficiency Calculator and their information stored at program entry and upon attainment of employment in a manner that allows all parties overseeing the implementation of the self-sufficiency calculator to collect and record this data to assess performance, and to demonstrate whether the client has reached their self-sufficiency goal.

To properly measure accomplishment of these goals, Subrecipients are expected to comply with the following requirements for **State EcSA**:

1. After enrollment into the program in accordance with the State EcSA policy and guidance, all participants must be tracked in ETO (or its successor) according to the case management policies and procedures required by the WIOA Title I-B program.
2. Participants must be assessed using the UW Self-Sufficiency Calculator and their information stored at program entry and upon attainment of employment in a manner that allows all parties overseeing the implementation of the self-sufficiency calculator to collect and record this data to assess performance, and to demonstrate whether the client has reached their self-sufficiency goal.
3. For the purposes of all State EcSA programs, Self-Sufficiency is defined as Attainment of 100% of household Self-Sufficiency, as established through use of the UW Self-Sufficiency Calculator.
4. Every EcSA client must be provided information about other workforce, education, and human services that may be of value to them by using the Bundled Services Desk Aid provided by ESD or a local equivalent that has been approved by ESD.
5. Subrecipients must recruit in a manner that reaches out to BIPOC, and/or unhoused/in rural communities, with the intention of increasing the proportion of these populations that are served over time.

#### **A. Participant Eligibility**

To participate in EcSA, the participant must meet eligibility for the specific funding source being used. Co-enrollment into formula and/or discretionary grants is recommended but not required. All eligibility criteria are required to be met for all programs of enrollment.

##### 1. Federal EcSA–

- a. **People experiencing poverty - Under 200%** of Federal Poverty Line (FPL) must:
  - i. Be from a household (as defined by Health and Human Services (HHS) poverty guidelines) that is below 200% of the Federal Poverty Level and
  - ii. Meet basic eligibility requirements for any of the three WIOA Title I-B Formula Programs.
- b. **People demonstrating financial need - Over 200%** of Federal Poverty Line (FPL) must:
  - i. Meet basic eligibility requirements for any of the three WIOA Title I-B Formula Programs and
  - ii. Be below self-sufficiency wage as defined by the UW Self-Sufficiency calculator.

The WSW subrecipient contracted to implement and serve Federal EcSA eligible participants are not required to serve those above the 200% FPL. WSW designated up to 15% of Federal EcSA enrollments to serve people demonstrating financial need.

2. State EcSA–

- a. **People experiencing poverty - Under 200%** of Federal Poverty Line (FPL) must:
  - i. Be from a household (as defined by Health and Human Services (HHS) poverty guidelines) that is below 200% of the Federal Poverty Level and
  - ii. Meet basic eligibility requirements for any of the three WIOA Title I-B Formula Programs, excluding requirements to register for Selective Service.
- b. **People demonstrating financial need - Over 200%** of Federal Poverty Line (FPL) Participants :
  - i. Meet basic eligibility requirements for any of the three WIOA Title I-B Formula Programs, excluding requirements to register for Selective Service and
  - ii. Be below self-sufficiency wage as defined by the UW Self-Sufficiency calculator.

The WSW subrecipient contracted to implement and serve State EcSA eligible participants **are required** to serve those above 200% FPL. State EcSA funds are to serve people who **demonstrate financial need**.

3. Community Reinvestment Funds (CRF) EcSA– Business Support and Subsidized Training Program

- a. Business:
  - i. The funds provided are to focus the support on Black, Indigenous, or Latine-owned or operated businesses.
    - 1. CRF EcSA focus is that Individuals be employed at a Black, Latine, or Indigenous owned or operated businesses **or**
    - 2. Preparing for a specific job that is available at a business that is Black, Latine, or Indigenous owned or operated.
  - ii. Business categorization and demographic information must be entered into Launchpad. Launchpad will be used to report performance to the funder.
- b. Individuals:
  - i. Must be connected to the eligible business.
  - ii. The individual must be enrolled in the CRF program in ETO with all demographic information entered. The program enrollment date must be the date the training service begins. Subrecipient cannot enroll prior to that date.
  - iii. A “state funded” touchpoint for the training service must be selected.

- iv. The only services that may be provided to individuals in training paid for by the CRF under the “State Funded” category in ETO are as follows:
  1. Occupational Skills Training
  2. On-the-Job Training
  3. Work Experience/Internship
  4. Customized Training
- v. The above training services must be administered following the WSW Training Handbook.
- vi. Case management (including support services) cannot be provided to individuals as part of the CRF Business Support and Subsidized Training program. Individuals who require case management must also be co-enrolled into a program for which they meet eligibility requirements and receive case management provided by that program.

Individuals receiving the above training may be co-enrolled into other programs if needed and eligible. However, they are not required to be co-enrolled in order to take part in EcSA Business Support and Subsidized Training program.

CRF focus is to support Black, Indigenous, and Latine communities and Subrecipients must implement outreach strategies to reach these populations. However, anyone who is eligible may be enrolled in State EcSA and receive incentives from CRF. Please see EcSA Incentive Policy #3502 for more detailed information on providing incentives.

The number of individuals served from these target populations will be tracked through regular reports to the Washington State Department of Commerce and the Governor’s Office of Equity, which expect to see significant growth in the number of people served from these target populations. Because of this, effective recruitment strategies and proper data entry concerning individual’s demographics (including completion of a WorkSourceWA.com account) are especially vital for program success.

## **PROCEDURES**

Enrollment and service guidance and procedures are available in [Washington State Program Policy 7000](#) Below are the minimum requirements for documenting eligibility for each program.

1. Federal EcSA– Subrecipient is required to maintain documentation that verifies the following for **all** participants:
  - a. ID
  - b. U.S. Citizenship or otherwise legally entitled to work in the U.S.
  - c. Age
  - d. Household income status
  - e. Selective Service registration, if applicable

Note: In accordance with Federal policy, individuals who were required to register for selective service, but who did not do so and who can demonstrate that their

failure was not knowing or willful may be served under the Federal EcSA program. These individuals must have their Selective Service status adjudicated following policy.

2. Federal EcSA– Subrecipient is required to maintain documentation and information that verifies the participant is **above 200%** of the Federal Poverty Line. Documentation could include:
  - a. Layoff letter
  - b. Pay Stub
  - c. Self- Sufficiency Score
  
3. State EcSA– Subrecipient is required to maintain documentation that verifies the following for **all** participants:
  - a. ID
  - b. U.S. Citizenship or otherwise legally entitled to work in the U.S.
  - c. Age
  - d. Household income status
  
4. State EcSA– Subrecipient is required to maintain documentation and information that verifies the participant is **above 200%** of the Federal Poverty Line. Documentation could include:
  - a. Layoff letter
  - b. Pay Stub
  - c. Self- Sufficiency Score
  
4. Community Reinvestment Funds EcSA–
  - a. Subrecipient is required to maintain documentation that verifies State EcSA eligibility described above if receiving incentives.
  - b. Subrecipient is required to maintain documentation for administering eligible training services and verification of business eligibility.

Once enrolled, EcSA participants over 200% of the FPL must be served in accordance with all the same rules and policies that govern individuals enrolled below 200% of the FPL.

When enrolling a participant into either Federal or State EcSA in ETO, select the corresponding Economic Security for All program, and then answer the question that populates “Household income greater than 200% of the Federal Poverty Level” with either a yes or no, depending on their income status.

Review the seeker's personal data on the Demographics at Enrollment Tab. If needed, impersonate the seeker and use their Job Match profile to m:

Program of Enrollment \*

Economic Security for All (EcSA) ▾

Household income greater than 200% of Federal Poverty Level

Yes

No

Clear Selection

Review the seeker's personal data on the Demographics at Enrollment Tab. If needed, impersonate the seeker and use their Job Match profile to m

Program of Enrollment \*

State-funded Economic Security for All (EcSA) ▼

Household income greater than 200% of Federal Poverty Level

Yes

No

Clear Selection

## REFERENCES/RESOURCES

- Rescinds WSW Policy #3039
- [TA Memo 21, Rev 3 Case Noting](#)
- [WIN 0135](#)
- [WIN 0140](#)
- [ESD's State Guidance and Instructions for the State Economic Security for All \(EcSA\) Program Policy #7000](#)
- **ESD's Federal Guidance and instructions for the Federal Economic Security for All (EcSA) Program Policy #5625**
- [Community Reinvestment Fund #7005](#)

## SUPERSIDES

- [WIN 0129 Revision 4](#)
- WSW's Thrive Eligibility Policy #3501 effective date 4/15/2024

## WEBSITE

<http://workforcesw.org/providers#OperationsPolicies>

## INQUIRIES

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