

To Apply for WIA Services

What programs are currently being offered?

Thank you for your interest in the Workforce Network's programs. The Workforce Network is fortunate to offer a variety of training scholarship opportunities to those who are eligible and qualify.

The training assistance available through the Workforce Network is designed for individuals most in need of assistance and who will benefit most from occupational training.

We encourage you to complete the initial self assessment found at www.wfnsite.com to aid Workforce Network in further understanding your training and employment needs.

There are two steps you must complete in order to be considered for training opportunities. These steps include;

1. Complete the initial online self assessment at www.wfnsite.com.
2. Complete the JobFit online self assessment at www.jobfit.com/workforcenetwork.

Please read ALL the information carefully to understand the criteria we use to determine who is most in need and who can benefit from training assistance. We will also be looking at the information you provide to determine what you may need to successfully participate in and complete a training program. In order to qualify under the Workforce Investment Act (WIA);

1. Individuals must be authorized to work in the United States and be Selective Service compliant.
 - a. To find out if you are Selective Service compliant, go to www.sss.gov for more information.
2. Both the employed and unemployed can apply for training assistance.
3. Unemployed individuals must be unable to obtain employment and need additional services in order to obtain employment.
4. Employed individuals must be in need of additional services in order to obtain or retain employment that allows for self-sufficiency.
5. Before individuals can receive WIA training assistance they must be determined in need of training services and have the skills and qualifications necessary to successfully complete the selected training program.

- a. Staff will determine if an individual is in need of training services by using the following criteria:
 - A. Education history
 1. Marketable skills necessary for employment leading to self-sufficiency
 2. Financial history
 3. Employment history
 - B. To determine if an individual has the skills and qualifications to successfully complete the selected training program, staff will use the following criteria:
 1. Job-Fit analysis
 - a. Pre-requisites for selected training program
 - b. Education history
 - c. Employment history
6. Individuals must select a training program that is directly linked to employment opportunities either in the local area or in another area to which they are willing to relocate. ***Workforce Network can only provide scholarship assistance for Training Programs that appear on our Demand Occupation List.***
7. The Workforce Network's Demand Occupation list can be found on our website at www.WorkforceNetwork.com or go directly to the link by clicking [here](#).
8. Following the guidelines of the Workforce Investment Act (WIA), Workforce Network utilizes a statewide list of certified Training Providers to provide Customers with the training and schooling needed to be successful. To identify a certified Training providers to meet your needs go to www.illinoisworkNet.com to learn more or go directly to the link by clicking [here](#).
9. Individuals must be unable to obtain grant assistance from other sources or require WIA assistance in addition to other sources of grant assistance.
10. Individuals must also meet the eligibility requirements of the Adult, Dislocated Worker, or Youth programs

Workforce Investment Act (WIA) Eligibility Requirements

Adult

WIA Adult eligibility requirements are as follows:

1. In order to be provided services under the Adult funding stream, an individual must be age 18 or older, must be authorized to work in the United States, and compliant with Selective Service registration.

2. In general, adult funds expended must be for recipients of public assistance and other low-income persons defined as 150% of Lower Living Standard Income Level (LLSIL).

Dislocated Worker

Dislocated Workers must be age 18 years and older. They must also be authorized to work in the United States and be Selective Service compliant. In order to be provided services under the Dislocated Worker funding stream, an individual must fall into one or more of the following four groups:

1. Unlikely to return to prior industry or occupation
 - a. Have been terminated or laid off or received notice of termination or layoff
 - b. Be eligible for or have exhausted entitlement to unemployment compensation or;
 - c. Have been employed for a sufficient duration to demonstrate attachment to the workforce but are not eligible for unemployment compensation due to insufficient earnings or earnings from an employer not covered under state unemployment compensation law;
 - d. Is unlikely to return to a previous industry or occupation.
2. Laid off or terminated due to plant closure or substantial layoff;
 - a. Has been terminated or laid off, or received a notice of termination or layoff from employment as a result of permanent closure of or substantial layoff at a plant, facility, or enterprise;
 - b. Is employed at a facility which the employer has made a general announcement that such facility will close within 180 days; or
3. Formerly self-employed but now unemployed; or
 - a. Was self employed but is unemployed as a result of general economic conditions in the community which the individual resides or because of natural disasters.
4. Displaced homemaker.
 - a. A displaced homemaker who was dependent on the income of another family member but is no longer supported by that income; and is unemployed or under employed and is experiencing difficulty in obtaining or upgrading employment.

Youth

An eligible youth is defined as an individual who:

1. Is age 18 through 21;
2. Is a low income individual, as defined in the WIA section 101(25)

3. Is within one or more of the following categories:
 - a. Deficient in basic literacy skills;
 - b. School dropout;
 - c. Homeless, runaway, or foster child;
 - d. Pregnant or parenting;
 - e. Offender; or
 - f. Is an individual (including a youth with a disability) who requires additional assistance to complete an educational program, or to secure and hold employment.

Definition of "Low-Income Individual"

The term "low-income individual" means an individual who—

1. receives, or is a member of a family that receives, cash payments under a Federal, State, or local income-based public assistance program;
2. received an income, or is a member of a family that received a total family income, for the 6-month period prior to application for the program involved (exclusive of unemployment compensation, child support payments, payments described in subparagraph (1), and old-age and survivors insurance benefits received under section 202 of the Social Security Act (42 U.S.C. 402)) that, in relation to family size, does not exceed the higher of—
 - a. the poverty line, for an equivalent period; or
 - b. 70 percent of the lower living standard income level, for an equivalent period;
3. is a member of a household that receives (or has been determined within the 6-month period prior to application for the program involved to be eligible to receive) food stamps pursuant to the Food Stamp Act of 1977 (7 U.S.C. 2011 et seq.);
4. qualifies as a homeless individual, as defined in subsections (a) and (c) of section 103 of the Stewart B. McKinney Homeless Assistance Act (42 U.S.C. 11302);
5. is a foster child on behalf of whom State or local government payments are made; or
6. in cases permitted by regulations promulgated by the Secretary of Labor, is an individual with a disability whose own income meets the requirements of a program described in subparagraph (1) or of subparagraph (2), but who is a member of a family whose income does not meet such requirements.

Meeting the eligibility requirements for the three WIA funding streams does not automatically entitle an individual to receive WIA funding. We receive far more applications for training assistance each year than we have funds to provide.

Individuals will be selected for training assistance based on the review of information provided including;

1. Assessments completed
2. Labor Market Information (LMI) research completed
3. Selected program of training services
4. Need for training services
5. Skills and qualifications necessary to complete the selected program of training services
6. Incomplete applications will not be considered for training assistance
7. Applicants selected for further review will be asked to meet with a career counselor to make final determinations of need and ability.
8. Applicants who are not eligible or who are not selected for training assistance are encouraged to go to www.illinoisworknet.com (Illinois workNet), www.WorkforceNetwork.com , www.collegeillinois.org, or stop in our comprehensive one-stop or satellite centers for additional information and resources. Useful tools and resources available through the Workforce Network's Career Resource Centers includes job postings, resume writing assistance, labor market information, computer access, career connections, career library, career development tools, and so much more!
9. Youth Applicants who would be considered eligible youth or youth who do not meet the enrollment requirements please note the array of services, resources and additional assessments available to meet your basic skills and training needs.

(Additional helpful websites include www.fafsa.ed.gov, www.fastweb.com, www.findtuition.com, www.college-scholarships.com and www.collegescholarships.org)

In accordance with the Veterans' Priority provisions of the "Jobs for Veterans Act" (PL102-288), the veterans' priority is applied as follows:

- *Veterans and eligible spouses interested in training and/or educational assistance through Workforce Network must meet the eligibility requirements of the Workforce Investment Act (WIA) listed above and must have the skills and qualifications to successfully participate in the selected training programs.*
- *Veterans and eligible spouses whose applications show they meet the eligibility requirements and have the skills and qualifications to successfully participate in their selected training program will be selected to receive training scholarships over non-covered persons with similar applications.*
- *Non-veterans within the program's mandatory priority will receive a preference over eligible veterans outside the program-specific mandatory priority or spending requirement or limitation.*
- *Similarly, eligible veterans outside the program-specific mandatory priority or spending requirement or limitation will receive priority over –non-veterans outside*

the priority or spending requirement or limitation (once the spending requirement or limitation is met).

Make sure you completed all the steps required to be considered for training scholarship opportunities. These steps include;

1. Complete the initial online assessment at www.wfnsite.com.
2. Complete the JobFit program and assessment tools.
 - a. To access the JobFit program go to www.jobfit.com/workforcenetwork.

We encourage you to explore alternative scholarships and opportunities. Please contact the school or training provider you are interested in for further information about grants, scholarships, loans or other opportunities.

Additional scholarship opportunities are posted on the Workforce Network website www.WorkforceNetwork.com under the "Training Assistance Scholarships", after selecting the "Careers" tab on the home page. These various scholarship opportunities focus on specific career goals and have specific enrollment criteria. Please review the information and follow the application process for each scholarship.

If you have any questions or concerns, you can reach us by calling the Workforce Network at (309) 495-8900. Thank you for your time.