



**WORKFORCE DEVELOPMENT BOARD**  
OF SOLANO COUNTY

## **POLICY ISSUANCE**

Date: January 17, 2020

Number: 2020-02

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

#### **INTRODUCTION**

This policy establishes standards on low-income eligibility guidelines outlined by the Workforce Innovation and Opportunity Act (WIOA). LLSIL is used for several purposes under the WIOA. Specifically, WIOA section 3(36) defines the term “low income individual” for eligibility purposes, and sections 127(b)(2)(C) and 132(b)(1)(B)(v)(IV) define the terms “disadvantaged youth” and “disadvantaged adult” in terms of the poverty line or LLSIL for formula allotments.

The U.S. Department of Labor (DOL) establishes annual guidelines for the 70% Lower Living Standard Income Level (LLSIL) and the U.S. Department of Health and Human Services (HHS) establishes annual guidelines for levels of poverty. Both guidelines are required to be considered in WIOA eligibility determinations of low-income status. WIOA requires annual revision to both sets of data. All local Workforce Development Boards use the same federal guidelines, yet income levels for residents are separated by individuals living within Metropolitan Statistical Areas (MSAs) and individuals who live in non-metropolitan areas with populations under 50,000. Additionally, DOL identifies the San Francisco/Oakland/San Jose MSA as having a unique LLSIL.

#### **QUESTIONS**

Questions relating to this policy should be directed to the Tracy White, One-Stop Manager, at [twhite@solanowdb.org](mailto:twhite@solanowdb.org) or at 707.863.3520.

#### **SOLANO COUNTY GUIDELINES**

LLSIL guidelines are established by DOL. Solano County is located within the DOL-defined San Francisco/Oakland/San Jose MSA. Additional information on the 2019 LLSIL is available at <http://www.doleta.gov/lisil>. Federal poverty guidelines are established by HHS and are standardized across the country. Additional information on the 2019 poverty guidelines can be found at <https://aspe.hhs.gov/poverty-guidelines>.

Since the income received during the six-month period immediately prior to the individual’s application for WIOA-funded services is used for income determination, the chart below shows both the annual and the six-month figures.

## LLSIL and Poverty Guidelines by Family Size

	1	2	3	4	5	6	Each Add'l add
<b>LLSIL Guidelines</b>							
<b>100% Annual LLSIL</b>	\$18,056	\$29,586	\$40,606	\$50,128	\$59,157	\$69,188	\$10,031
<b>70% Annual Income</b>	\$12,639	\$20,710	\$28,424	\$35,090	\$41,410	\$48,431	\$7,021
<b>70% 6 Month Income</b>	\$6,320	\$10,355	\$14,212	\$17,545	\$20,705	\$24,216	\$3,511
<b>Poverty Guidelines</b>							
<b>Annual Income</b>	\$12,490	\$16,910	\$21,330	\$25,750	\$30,170	\$34,590	\$4,420
<b>6 Month Income</b>	\$6,245	\$8,455	\$10,665	\$12,875	\$15,085	\$17,295	\$2,210

### ELIGIBILITY DETERMINATION

Staff must use the higher of either the LLSIL or the poverty guideline for the appropriate family size to determine low-income status for WIOA Adult and Youth enrollment. As such, staff must use the 70% LLSIL guidelines for enrollment low-income eligibility, effective January 17, 2020 until new federal and state income guidelines are released.

### DISCLAIMER

This policy is based on WDB's interpretation of the statute, along with the Workforce Innovation and Opportunity Act, Final Rule released by the U.S. Department of Labor, and federal and state policies relating to WIOA implementation. This policy will be revised annually based on federal or state guidance.

### REFERENCES

#### Law

- [Workforce Innovation and Opportunity Act of 2014 \(WIOA\)](#).

#### Federal Guidance

- Federal Register, Volume 84, Number 103 – "[WIOA 2019 LLSIL](#)"
- Federal Register, Volume 84, Number 22 – "[Annual Update of the HHS Poverty Guidelines](#)"

#### State Guidance

- Workforce Service Directive (WSD) 19-07 – [70 Percent LLSIL and Poverty Guidelines for 2019](#)

#### Approved by

Workforce Development Board of Solano County



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EMPLOYEE ACKNOWLEDGEMENT OF RECEIPT AND UNDERSTANDING FOR:  
LOWER LIVING STANDARD INCOME LEVEL (LLSIL)  
AND POVERTY GUIDELINES POLICY  
(Issued January 17, 2020)

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The Workforce Development Board (WDB) of Solano County's WIOA Lower Living Standard Income Level (LLSIL) and Poverty Guidelines Policy contains important information pertaining to my employment and duties at the WDB.

A copy of this policy has been given to me to retain for future reference, and I have been provided with the location on the Shared Drive for the policy where I can obtain an electronic copy.

Since the information and policies described in the policy are necessarily subject to change, I acknowledge that revisions to the policy may occur. All such changes will be communicated through official notices. I understand that revised information may supersede, modify, or eliminate existing policies.

I have received the Lower Living Standard Income Level (LLSIL) and Poverty Guidelines Policy and I understand that it is my responsibility to read and comply with the information contained in this policy and any revisions made to it.

I understand that I should consult my supervisor if I have any questions about the information contained in the policy. I understand that failure to comply with the information contained in the policy could lead to disciplinary action or termination.

Employee's Name (printed): \_\_\_\_\_

Employee's Signature: \_\_\_\_\_ Date: \_\_\_\_\_