

# WORKFORCE SERVICES DIRECTIVE

Number: WSD15-1

Date: July 17, 2015

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TO: WORKFORCE DEVELOPMENT COMMUNITY

SUBJECT: 70 PERCENT LLSIL AND POVERTY GUIDELINES FOR 2015

## EXECUTIVE SUMMARY

### Purpose

This policy provides guidance and establishes the procedures regarding the 70 percent Lower Living Standard Income Level (LLSIL) for 2015 published by the Secretary of Labor in the Federal Register on March 27, 2015. It also issues the 2015 poverty guidelines published by the U.S. Department of Health and Human Services (HHS) in the Federal Register on January 22, 2015.

### Scope

This directive applies to all Local Workforce Development Areas (local areas).

### Effective Date

The 2015 LLSIL and 2015 poverty guidelines became effective on their dates of publication in the *Federal Register*, March 27, 2015, and January 22, 2015, respectively.

## REFERENCES

- *Workforce Innovation and Opportunity Act* (WIOA) Sections 3(36), 127(b)(2)(C), and 132(b)(1)(B)(v)(IV)
- *Federal Register*, Volume 80, Number 59, "WIOA; LLSIL" (March 27, 2015)
- *Federal Register*, Volume 80, Number 14, "Annual Update of the HHS Poverty Guidelines" (January 22, 2015)

## STATE-IMPOSED REQUIREMENTS

This directive contains one state-imposed requirement, which is in ***bold italic*** print.

## FILING INSTRUCTIONS

This directive supersedes Workforce Services Directive WSD13-12, dated May 16, 2014. Retain this directive until further notice.

## BACKGROUND

The WIOA Section 3(36)(A) sets the criteria local areas use in determining whether an individual is a low-income individual. This criteria includes two sets of data: the poverty guidelines, as published by HHS, and 70 percent of the LLSIL, as determined by the Secretary of Labor. The local areas 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 Department of Labor identifies three MSAs in California that have unique LLSILs: the San Diego MSA, the Los Angeles/Riverside/Orange County MSA, and the San Francisco/Oakland/San Jose MSA.

## **POLICY AND PROCEDURES**

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 the LLSIL figures for use within 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.***

## **ACTION**

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

## **INQUIRIES**

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

/S/ JOSÉ LUIS MÁRQUEZ, Chief  
Central Office Workforce Services Division

Attachment is available on the Internet:

[70 Percent LLSIL and Poverty Guidelines for 2015](#)