

## Supplemental Information for Student Data Intake Form 2017-2018

The items marked with an asterisk (\*) are mandatory reporting categories for all WIOA Adult program required to report for the National Reporting System (OCTAE). This information is also extremely useful for state reporting and will allow the NH Department of Education to more accurately describe, monitor and evaluate the performance of your program.

### Explanations for Specific Data Items Required for NRS:

#### **Ethnicity/Race:**

- Hispanic/Latino – The participant indicates that he/she is a person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture in origin, regardless of race.
- American Indian/Alaska Native – The participant indicates that he/she is a member of an Indian tribe, band, national, or other organized group or community, including any Alaska Native village or regional or village corporation as defined in or established pursuant to the Alaska Native Claims Settlement Act (85 Stat. 688) [43 U.S.C. 1601 et seq.], which is recognized as eligible for special programs and services provided by the United States to Individuals because of their status as Indians.
- Asian – The participant indicates that he/she is a person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian Subcontinent ( e.g. Pakistan, Bangladesh, Sri Lanka, Nepal, Sikkim, and Bhutan). This area includes: for example, Cambodia, China, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand and Vietnam.
- Black/African American – The participant indicates that he/she is a person having origins in any of the black racial groups of African.
- Native Hawaiian/Other Pacific Islander – The participant indicates that he/she is a person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.
- White – The participant indicates that he/she is a person having origins in any of the original peoples of Europe, the Middle East, or North Africa.
- More Than One Race – Participants having origins in more than one racial category at program entry.

#### **Sex:**

- Male – the participant indicates that he is male.
- Female – the participant indicates that she is female.

#### **Employment:**

- Employed – The participant, at program entry,
  - (a) is currently performing any work at all as a paid employee
  - (b) is currently performing any work at all in his or her own business, profession or farm

- (c) is currently performing any work as an unpaid workers in an enterprise operation by a member of the family or
- (d) is one who is not working, but currently has a job or business from which he or she is temporarily absent because of illness, bad weather, vacation, labor-management dispute, or personal reasons, whether or not paid by the employer for time-off, and whether or not seeking another job.
- Employed, but Received Notice of Termination of Employment or Military Separation is pending – The participant, at program entry, is a person who, although employed, either
  - (a) has received a notice of termination of employment or the employer has issued a Worker Adjustment and Retraining Notice (WARN) or other notice that the facility or enterprise will close, or
  - (b) is a transitioning service member (i.e. within 12 months of separation or 24 months of retirement)
- Not in the Labor Force – The participant, at program entry, is not in the labor force (i.e. those who are not employed and are not actively looking for work, including those who are incarcerated).
- Unemployed – The participant, at program entry, is not employed by is seeking employment, makes specific effort to find a job, and is available for work.

### Explanations for Specific Data Items Required for WIOA Joint Performance Report:

#### Displaced Homemaker

- A.
  - i. Has been depending on the income of another family member but is no longer supported by that income; or
  - ii. Is the dependent spouse of a member of the Armed Forces on active duty and whose family income is significantly reduced because of deployment, a call or order to active duty pursuant to a provision of law, a permanent change of station of the service-connected death or disability of the member; and
- B. Is unemployed or underemployed and is experiencing difficulty in obtaining or up-grading employment

#### English Language Learner, Low Levels of Literacy, Cultural Barriers

- An **English Language Learner** is an individual who has limited ability in reading, writing, speaking or comprehending the English language and
  - Whose native language is a language other than English, or
  - Who lives in a family or community environment where a language other than English is the dominant language
  - Must have an EFL below 9<sup>th</sup> grade
- An individual who has **low levels of literacy** including the ability to read, write and speak in English, and to compute, and solve problems, at levels of proficiency necessary to function on the job, in the family of the individuals, and in society.
- An individual facing substantial **cultural barriers** such as perceiving him or herself as possessing attitudes, beliefs, customs or practices that influence a way of thinking, acting or working that may serve as a hindrance to employment.

#### Exhausting TANF within 2 Years

- An individual who is receiving or has received Temporary Assistance to Needy Families for at least 36 months.

#### Ex-offender

- An individual who is or has been subject to any stage of the criminal justice process and for whom service under WIOA may be beneficial; or
- Who requires assistance in overcoming artificial barriers to employment resulting from a record or arrest or conviction.

#### Homeless or Runaway Youth

- An individual or family who lacks a fixed, regular, and adequate nighttime residence...
- An individual who is homeless as defined in section 41403(6) of the Violence Against Women Act of 1994 (<https://www.gpo.gov/fdsys/pkg/CFR-2017-title24-vol3/xml/CFR-2017-title24-vol3-sec576-2.xml>), or a homeless child or youth, as defined under section 725 of the McKinney-Vento Homeless Assistance Act (<https://www.federalregister.gov/documents/2016/03/17/2016-06073/mckinney-vento-education-for-homeless-children-and-youths-program#h-17>).

#### Long-Term Unemployed

- An individual who has been actively looking for work for more than 27 weeks.

#### Low-Income Individual

- An individual who
  - i. Received, or in the past 6 months has received, or is a member of a family that is receiving or in the past 6 months has received, assistance through the supplemental nutrition assistance program established under the Food and Nutrition Act of 2008, the block grants to State for temporary assistance for needy families, or the supplemental security income program, a State of local income-based public assistance;
  - ii. Is in a family with total family income that does not exceed the higher of –
    - I. The poverty line; or
    - II. 70% of the lower living standard of income level;
  - iii. Is a homeless individual, or a homeless child or youth
  - iv. Receives or is eligible to receive a free or reduced price lunch
  - v. Is a foster child on behalf of whom State or local government payments are made; or
  - vi. Is an individual with a disability whose own income meets the income requirement of clause ii.

#### Migrant and Seasonal Farmworkers

- A **Seasonal Farmworker** is an individual who is employed, or was employed in the last 12 months, in farm work of a seasonal or other temporary nature and is not required to be absent overnight from his/her permanent place of residence.
- A **Migrant Farmworker** is an individual who is a seasonal farmworker who travels to the job site so that the farmworker is not reasonable able to return to his/her permanent residence within the same day.

### Individual with Disabilities

- An individual with a physical or mental impairment that substantially limits one or more major life activities; a record of such impairment or regarded as having an impairment.

### Single Parent

- An individual who is single, separated, divorced or widowed and who has primary responsibility for one or more dependent children under age 18; or
- An individual who is a single, pregnant woman.

### Youth in Foster Care or Aged Out of the System

- An individual who is currently in foster care or has aged out of the foster care system.

## **Explanations for WIOA Core Partner Programs**

### **Employment Security Programs**

- Wagner-Peyser – Services offered at the Employment Security Office (NH Works) including job search assistance, job referral, placement assistance and re-employment services for those receiving unemployment insurance.
- Trade Adjustment Assistance – A federal program that provides aid to workers who lose their jobs or whose hours of work and wages are reduced as a result of increased imports. There are 379 companies in New Hampshire that have filed petitions for assistance.
- Jobs for Veterans – Employment and training services provided to veterans of the United States Armed Forces including a priority of service designation for veterans and eligible spouses in all qualified job training programs.
- Unemployment Insurance – UI is a joint state-federal program that provides cash benefits to eligible workers who become unemployed through no fault of their own, and meet certain other eligibility requirements.

### **Department of Health & Human Services Program**

- TANF – Temporary Assistance for Needy Families is a cash assistance program for eligible families in need. There is a maximum of 60 months of assistance benefits within one's lifetime.
- New Hampshire Employment Program - Able-bodied workers are enrolled in the New Hampshire Employment Program which provides additional education and training services to prepare individuals for returning to work.

### **Office of Workforce Opportunity Programs**

- WIOA Adult – Employment and training program for unemployed or underemployed individuals who meet eligibility requirements. This contract is currently held by Southern New Hampshire Services.
- WIOA Youth – In-school and Out-of-School employment and training programs for individuals ages 16 – 24 who meet eligibility requirements. This contract is currently held by My Turn and NH JAG.
- Dislocated Worker (Title I) – Employment and training program for individuals who have been laid off or termination due to a facility closure, exhausted unemployment insurance or is not eligible for unemployment insurance, and is not likely to return to previous employment or industry. This contract is currently held by Southern New Hampshire Services.

- SCSEP – The Senior Community Service and Employment Program is an employment and training program for individuals over the age of 55. This contract is currently held by Merrimack-Belknap Community Action Program and National Able.

**Department of Education Programs**

- Vocational Rehabilitation – Voc Rehab is an employment and training program for individuals with disabilities including youth with disabilities.
- Career & Tech Ed – CTE is a system of regional training centers, based in local high school, that provide career and technical training with possible options for occupational credentials.
- Community College System of NH – CCSNH is the system of seven community colleges in New Hampshire that offer academic and career/tech education and credentialing programs.