



# South Central WORKFORCE *Investment Board*

416 Washington Avenue, West Plains, Missouri 65775 ❖ Phone 417-257-2630 ❖ Fax 417-257-2633 ❖ MO Relay 711

**Local Policy 03-2015**

**Approved: July 28, 2015**

**Effective: July 28, 2015**

**Subject: Local Supportive Service Policy**

1. Purpose: This policy is written to provide guidelines on local supportive service limits and requirements.
2. Background: Supportive services are allowed by Federal Law, Federal Rules, and State Issuance. This policy is necessary to further define the limits and requirements for supportive services in the South Central Region.
3. Substance:
  - Transportation allowance
    - \$0.25 per mile is allowed for participants traveling more than 20 miles roundtrip.
    - Transportation allowance will be determined using MapQuest or other standard program from the participants' home address to the activity location.
    - Participants who choose to attend activities outside of the local community when the same activities are provided within the community will not be eligible for a transportation allowance.
    - Documentation of insurance coverage is required prior to transportation allowance payments.
    - Exceptions may be allowable under extreme circumstances and shall require prior approval from the WIB Executive Director.
  - Childcare assistance
    - Childcare assistance is limited to \$25.00 per day per child.
    - All participants must first seek assistance from Child Care Services. If the participant is denied by Child Care Services or is responsible for co-pay childcare assistance is allowable up to the limits above.
    - Childcare assistance is paid directly to the provider and is limited to Child Care Services approved providers only.
    - Exceptions may be allowable under extreme circumstances and shall require prior approval from the WIB Executive Director.
  - Emergency Aid
    - Vehicle Repair
      - Limited to \$250.00 per program year.

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Auxiliary aids and services are available upon request to individuals with disabilities.

- Vehicle must be the primary vehicle used by the participant to participate in a WIOA activity.
  - Vehicle Insurance
    - Limited to \$300.00 per program year.
    - Only payable for three months per program year.
    - Vehicle must be the primary vehicle used by the participant to participate in a WIOA activity.
  - Clothing
    - Must be training or work related.
    - Limited to \$200.00 per program year.
  - Temporary Shelter/Housing/Utilities
    - Limited to \$1000.00 per program year.
  - Medical Assistance
    - Limited to \$100.00 per program year.
  - Testing and Certification Fees
    - Limited to \$500.00 per program year.
  - Exceptions may be allowable under extreme circumstances and shall require prior approval from the WIB Executive Director.
4. Action: This policy is effective July 28, 2015. Please distribute to appropriate individuals.
  5. Contact: Please direct comments or questions regarding this policy to Valarie Haring, Compliance Manager at 417-257-2630 or email [vharing@scwib.org](mailto:vharing@scwib.org).
  6. Reference: Workforce Innovation and Opportunity Act of 2015, Department of Labor Proposed Rules, DWD Issuance 12-2010.
  7. Recessions: None
  8. Attachments: None



Garland Barton, Chair