

June 19, 2008

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| DIRECTIVE: JOB CORPS PROGRAM INSTRUCTION NO. 07-42 |
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TO: ALL JOB CORPS NATIONAL OFFICE STAFF
 ALL JOB CORPS REGIONAL OFFICE STAFF
 ALL JOB CORPS CENTER DIRECTORS
 ALL JOB CORPS CENTER OPERATORS
 ALL NATIONAL TRAINING AND SUPPORT CONTRACTORS
 ALL OUTREACH, ADMISSIONS, AND CTS CONTRACTORS

FROM: ESTHER R. JOHNSON, Ed.D.
 National Director
 Office of Job Corps

SUBJECT: Poverty Guidelines and Lower Living Standard Income Level Guidelines
 for 2008

1. Purpose. To transmit the annual update of the Poverty Guidelines published by the Department of Health and Human Services (HHS) and the Lower Living Standard Income Level (LLSIL) Guidelines published by the Department of Labor (DOL).

2. Background. Job Corps uses both the HHS Poverty Guidelines and the LLSIL Guidelines for assessing income eligibility. The 2008 HHS Poverty Guidelines (Attachment A) were published in the Federal Register on January 23, 2008, and are available online at <http://www.aspe.hhs.gov/poverty/08poverty.shtml>. The 2008 LLSIL Guidelines (Attachment B) were published in the Federal Register on April 25, 2008, and are available online at <http://www.doleta.gov/llsil/>. A correction to two of the LLSIL tables (Attachment C) was published in the Federal Register on June 10, 2008.

To be eligible for Job Corps under the low-income criterion, an individual must be a member of a family living in a single residence, which has received a total family income for the 6-month (annualized) period prior to application, which, in relation to family size, is not in excess of the higher of:

- a. the poverty level determined in accordance with criteria established by HHS; or

- b. 70 percent of the LLSIL published by DOL.

Please note that the 6-month amount must be annualized to determine eligibility under either the HHS Poverty Guidelines or the LLSIL Guidelines. Both are based on annual incomes.

Please note also that income is not a component in determining eligibility for an applicant who:

- a. receives cash welfare payments, such as Temporary Assistance for Needy Families (TANF) or general assistance, or food stamps; or
 - b. is a member of a family living in a single residence which receives cash welfare payments, such as TANF or general assistance, or food stamps; or
 - c. is a foster child for whom state or local government payments are made, or a ward of the state or court.
3. Reference. Job Corps Policy and Requirements Handbook (PRH), Chapter 1, Exhibit 1-1, Eligibility Criteria, D: Low Income.
 4. Action. Outreach and admissions agencies should begin using the 2008 guidelines immediately. Addressees are to ensure that this Program Instruction is distributed to all appropriate staff. This Program Instruction supersedes Program Instruction No. 06-35.
 5. Expiration Date. Upon receipt of the 2009 guidelines.
 6. Inquiries. Inquiries should be directed to Wendy Manning at (202) 693-3104 or manning.wendy@dol.gov.

Attachments

- A – 2008 HHS Poverty Guidelines
- B – Lower Living Standard Income Level
- C – Correction to Lower Living Standard Income Level Tables