

December 14, 2010

DIRECTIVE: JOB CORPS PROGRAM INSTRUCTION NO. 10-26

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: EDNA PRIMROSE
 National Director
 Office of Job Corps

SUBJECT: Poverty Guidelines and Lower Living Standard Income Level Guidelines
 for 2010

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

2. Background. Job Corps uses both the HHS Poverty Guidelines and the LLSIL Guidelines for assessing income eligibility. On August 3, 2010, the Federal Register provided a delayed update of the HHS poverty guidelines for the remainder of 2010. Until the 2011 Poverty Guidelines are published, which is expected to occur in late January 2011, the 2009 Poverty Guidelines (Attachment A) remain in effect (per the HHS announcement in the Federal Register at: <http://aspe.hhs.gov/poverty/10fedreg.shtml>). The 2009 Poverty Guidelines were published in the Federal Register on January 23, 2009, and are available online at <http://aspe.hhs.gov/poverty/09fedreg.shtml>.

The 2010 LLSIL Guidelines (Attachment B) were published in the Federal Register on May 7, 2010, and are available online at <http://edocket.access.gpo.gov/2010/pdf/2010-10794.pdf>.

3. Eligibility Determination. When determining income eligibility for a person who applies to Job Corps as an individual, the admissions counselor must use the "Family Unit of One" standards in the official Poverty Guidelines, and the "Family of One" column in the Lower Living Standard Income Level Guidelines (<http://www.doleta.gov/llsil/>).

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 that 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.

4. Reference. Job Corps Policy and Requirements Handbook (PRH), Chapter 1, Exhibit 1-1, Eligibility Criteria, D: Low Income.

5. Action. Outreach and admissions agencies should begin using the 2010 guidelines immediately. Addressees are to ensure this Program Instruction is distributed to all appropriate staff. This Program Instruction supersedes Program Instruction No. 08-28.

6. Expiration Date. Upon receipt of the 2011 guidelines.

7. Inquiries. Inquiries should be directed to Wendy Manning at (202) 693-3633 or manning.wendy@dol.gov .

Attachments

A – 2009 HHS Poverty Guidelines

B – 2010 Lower Living Standard Income Level