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## State Economic Security for All (EcSA) Program Policy

**Policy Number:** P-1017, Rev. 1

**Revision Date:** August 20, 2022

**Supersedes:** State Economic Security for All (EcSA) Program Policy, effective 7-26-22

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### PURPOSE

To communicate guidance and instructions for the Economic Security for All (EcSA) program that is supported by **State General Funds** (as distinct from federal EcSA funded by WIOA Title I Governor's statewide activities funds).

The priority of these funds is to accomplish the following goals:

1. Bundle WIOA and non-WIOA services (Supplemental Nutrition Assistance Program, housing, many others) to stabilize customer's lives, conveniently and with dignity for the customer.
2. Establish and implement customized career plans to reach 100% of customer Income Adequacy, as established by the UW self-sufficiency calculator.
3. Provide extensive wrap-around services and continue bundling benefits to maintain stability as customers pursue their customized career plan, continuously until they reach self-sufficiency.
4. Include Black, Indigenous, and People of Color communities, rural communities and people experiencing poverty in program design and implementation.
5. Work collaboratively across local, state, and federal levels to remove barriers to coordinated delivery of multiple benefits

The success of WorkForce Central and its sub-grantees in accomplishing these goals will be measured based on the following criteria:

- Reach target number of enrollments for individuals who meet eligibility requirements of the program.
- Reach target number of customers enrolled in training for a career with starting wages above their unique self-sufficiency goal.
- Reach target number of customers with income above their income adequacy goal. Income adequacy is defined as reaching 100% of their target on the UW Self-Sufficiency Calculator.

This policy is revised to:

- Require training programs paid with State EcSA Program funds be on the State's Eligible Training Provider List (ETPL). Included an option for WorkForce Central to waive ETPL requirement when applicable.
- Authorize co-enrollment into other WIOA Title I programs throughout the duration of this grant.
- Add the prohibition of co-enrollment into both the State EcSA and Federal EcSA programs.
- Added directions for co-enrollment into other WIOA Title I programs.
- Update the list of allowable supportive services.
- Add a list of supportive services not authorized with State EcSA funding.

## BACKGROUND

In recognition of the work that Washington's workforce development system did to alleviate poverty through the Economic Security for All (EcSA) Initiative, Governor Inslee and the Legislature approved a \$6.2 million appropriation of state general funds for Program Year 2022 (Fiscal Year 2023) to be allocated to Local Workforce Development Boards (LWDBs) to expand on the work currently done by local EcSA programs funded by the Governor's WIOA Title I statewide activities funds. Because this new allocation is state funded, these new resources provide an unprecedented opportunity to further expand the services provided by LWDBs to improve workforce outcomes and reduce poverty across Washington State. This document has been prepared to facilitate the allocation of these funds and provide guidance in the planning and implementation process.

### Notes:

- To avoid confusion, programs funded by the Governor's WIOA Title I statewide activity funds will be called Federal EcSA, while those funded by state general funds will be called State EcSA.
- **Self-Sufficiency** for the State EcSA program is **defined as attainment of 100% of individualized household income adequacy, as established through use of the UW Self Sufficiency Calculator.**

## POLICY

To properly measure accomplishment of these goals, WorkForce Central and its sub-grantees are expected to comply with the following minimum requirements. Service providers are authorized to implement additional conditions but may not impose more lenient requirements than what is outlined in this policy.

- **Early Contract Performance:**
  - The State Legislature has allocated these funds to serve more low-income families through local EcSA models. These funds have a **1-year period of performance**, and the legislature expects to see immediate results in order to justify the continuation of this state funding allocation.
  - The Grants Management Office will therefore expect WorkForce Central and sub-grantees to **begin performance immediately upon receipt of the funds and demonstrate on-target performance in the first quarter.**
  - The GMO and Technical Advisory Committee will carefully assess performance in the first quarter and will work collaboratively with WorkForce Central to redistribute funds to areas that are meeting or exceeding performance targets.
  - Failure to make satisfactory progress in the first quarter **will** result in recapture of State EcSA funds.
- **ETO:**
  - After enrollment into the program in accordance with State EcSA policy, all customers must be tracked in the ETO Case Management System according to the case management policies and procedures required by the WIOA Title I program.
- **UW Self-Sufficiency Calculator:**
  - Customers must be assessed using the UW Self-Sufficiency Calculator at program enrollment and again at the time of program exit to demonstrate whether the client has reached their self-sufficiency goal.
  - Customer information collected through the UW Self-Sufficiency Calculator must be stored in a manner that allows ESD and the designated contractor overseeing the implementation of the self-sufficiency calculator to collect and record this data to assess performance. See [instructions for uploading UW Self-Sufficiency Calculator](#).
  - WorkForce Central will designate a local Point of Contact who will manage reporting on the use of the calculator and the data collected.

## Eligibility Documentation Requirements

Documentation of the following State EcSA program eligibility criteria must be uploaded in ETO:

- Pierce County residency
- U.S. Citizenship or otherwise legally entitled to work in the U.S.
- Age
  - WorkForce Central's State EcSA Program minimum age requirement is age 16 or older to qualify for any of the WIOA Title I formula programs.
- Income status
  - Households that are below the [200% of the Federal Poverty Level](#)

To better facilitate co-enrollment into WIOA Title I programs and monitoring activities, documents permitted to satisfy the above are the same as those designated in WorkForce Central's WIOA Title I Program Eligibility, Enrollment, and Documentation Policy Handbook, located on WorkForce Central's [Policy Library](#).

## Enrollment

Enrollment into the State EcSA program must include the following and be uploaded into ETO:

- [Completed and signed paper State EcSA registration form](#)
- Verification of program eligibility
- Comprehensive assessment
- UW Self-Sufficiency Calculator results
- Individual Employment Plan
- [Authorization to Share Confidential Information and Records Form](#)
- [Washington State Freedom from Discrimination-Declaration of Civil Rights form](#)

Directions for uploading the above documents are the same as those in WorkForce Central's ETO Data Validation & Documentation policy on WorkForce Central's Policy [Library](#). For uploading UW Self-Sufficiency Calculator results, see [Attachment A, Section D, Uploading Documentation from the UW Self-Sufficiency Calculator](#).

## Co-enrollment into other WIOA Title I Programs

One of the major goals of the State EcSA program is the promotion of a holistic approach to fighting poverty. For this reason, co-enrollment in any WIOA Title I programs that will assist clients to that end is encouraged. However, co-enrollment into both the Federal EcSA program and the State EcSA program is prohibited. Please note, that eligibility for the State EcSA program does not supplant the eligibility criteria for any other program. WorkForce Central and its subrecipients must ensure individuals meet the specific eligibility requirements prior to enrollment in other WIOA Title I programs.

The above list of State EcSA enrollment documents, except for self-sufficiency calculator results, is waived for State EcSA-eligible individuals currently enrolled in a WIOA Title I program and who later co-enroll into the State EcSA program. Service providers must document in case notes recorded in ETO the waiving of the State EcSA program enrollment documents and confirmation the individual meets the State EcSA program eligibility at the time of enrollment into the State EcSA program.

If an individual first enrolls into the State EcSA program prior to co-enrollment into a WIOA Title I program, the above list of State EcSA program enrollment documents is required at the time of the State EcSA Program enrollment. If at any time a State EcSA enrolled individual co-enrolls into a WIOA Title I program, the WIOA Title I enrollment documentation must be completed at the time of their WIOA Title I program enrollment as outlined in WorkForce Central's Eligibility Enrollment and Documentation Policy.

## Allowable State EcSA Services

Services listed in the State EcSA Services Catalog ([Attachment B](#)) and commonly provided by WIOA Title I programs are automatically approved for the State EcSA program. WorkForce Central does not authorize the use of State EcSA Basic Services.

State EcSA individualized services are not entitlements and must be provided on the basis of demonstrated need and individual circumstances, as documented in the customer's ETO record.

WorkForce Central does not limit the funding for supportive, work-based, or training services. Service providers have discretion to award funds in accordance with their internal policies, budget limitations, number of customers to be served, and the unique needs of every customer. Service providers must ensure equitable treatment and access to services.

- **State EcSA Supportive Services**

Allowable supportive services, as outlined in WorkForce Central's [Supportive Services Policy](#) are allowable under the State EcSA program. In addition, the following supportive services not commonly provided through WIOA Title I programs are allowed through the State EcSA program:

- Food Assistance:
  - ETO and invoicing documentation requirements:
    - Justification for the supportive service, and the anticipated and actual expenditures must be documented in case notes
    - Completed and signed State EcSA Supportive Service Request Form/Voucher
    - Itemized receipt of purchased food items
- Family Housing and Rental assistance:
  - ETO and invoicing documentation requirements:
    - Justification for the supportive service, and the anticipated and actual expenditures must be documented in case notes
    - Completed and signed State EcSA Supportive Service Request Form/Voucher
    - Copy of rental agreement, other housing-related documentation that shows the amount of rent, mortgage, moving costs, etc.
    - Receipt of payment
- Other supplies or services not normally authorized under WIOA Title I funding that if not provided may negatively impact the success of the individual enrolled in the State EcSA program.

Supportive services not authorized under the State EcSA program include, but is not limited to:

- Supportive services purchased prior to the individual's program enrollment.
- Fines and penalties resulting from violations of, alleged violations of, or failure to comply with federal, state, tribal, local, or foreign laws and regulations (e.g., traffic violations)
- Interest payments.
- Entertainment, including tips.
- Contributions or donations.
- Alcohol, tobacco, or marijuana products.
- Pet food.
- Out-of-state job search expenses that are paid for by the prospective employer.

- Relocation expenses that are paid for by the prospective or new employer.
- Admission fees and other expenses associated with graduate degree programs.
- Any other item that is not required for the individual to successfully complete their training and employment goals.

To avoid financial implications for customers receiving DSHS or other needs-based assistance, WorkForce Central is not authorizing the use of State EcSA funds for stipends that are authorized under State EcSA Program policy.

- **State EcSA Work Experiences (WEX) and On-the-Job Training (OJT)**

The provision of State EcSA WEXs and OJTs must be in compliance with WorkForce Central's Work Experience (WEX) Policy and On-the-Job Training (OJT) Policy posted on WorkForce Central's [Policy Library](#).

- **State EcSA Training Services**

State EcSA funding may pay for the following training costs:

- Instructor salaries and benefits
- Classroom space
- Instructional materials
- Tuition
- Books
- Academic fees
- School supplies
- Educational testing and certification
- Equipment and tools
- Prerequisite training to a vocational training program if the prerequisite training is required by the educational institution
- Other required items or services that are listed on a school syllabus or other official school documentation

State EcSA funded training must be listed on the WA State's Eligible Training Provider List (ETPL) or other state's eligible training lists. WorkForce Central may, on occasion, waive ETPL requirements. The email documenting WorkForce Central's authorization to waive the ETPL requirement must be uploaded into the training service touchpoint in ETO.

WorkForce Central requires the following documentation to support State EcSA funded training services:

- Comprehensive assessment results identifying:
  - A need for training services to obtain or retain employment leading to self-sufficiency, defined as attainment of 100% of individualized household Income Adequacy as established through use of the UW Self Sufficiency Calculator, and
  - The customer has the skills and qualifications to participate successfully in training services.
- An Individual Employment Plan (IEP) that identifies the selected training program. The selected training program must align with the individual's documented career goals.
  - The IEP must include the anticipated and actual start dates of training, training completion date, and credential earned.
- Documentation validating actual start date of training.

- The customer's grades/progress throughout the training program. Satisfactory progress is required for ongoing State EcSA training support.
- Training outcomes.
- Case notes as appropriate.

Documentation for the above criteria must be uploaded into the applicable training service recorded in the individual's ETO record in accordance WorkForce Central's ETO Data Validation and Documentation Policy located at WorkForce Central's [Policy Library](#).

In addition to the approved services and activities above, WorkForce Central may request additional allowable uses for local funds by submitting a request to ESD as outlined in [Attachment A of ESD's WIN 0129-State Guidance and Instructions for the State EcSA Program](#).

## ETO Guidance

Where applicable, enrollment, eligibility, services, and all other aspects of the State EcSA Program must be recorded in ETO as described in WorkForce Central's ETO Data Validation and Documentation Policy, including ensuring services are recorded within seven (7) calendar days of service delivery, and the documentation of Department Head review and corrections.

See [Attachment A](#) for ETO enrollment procedures.

## Monitoring:

WorkForce Central's State EcSA program will be monitored by the ESD Monitoring Unit at a time and in a manner to be determined in consultation between the Grants Management Office, the ESD Monitoring Unit, and WorkForce Central. WorkForce Central will conduct ongoing monitoring and oversight of the subrecipient's compliance through monthly program and fiscal invoice and ETO reviews, in the same frequency and manner as its WIOA Title I programs.

## REFERENCES

- WS System Policy 1013, Rev. 4
- WS System Policy 1024 Rev. 2
- Engrossed Substitute Senate Bill 5693, page 463
- WIN 0129

## APPROVED

  
[Katie Condit \(Aug 30, 2022 16:53 PDT\)](#) Aug 30, 2022  
 Katie Condit, WFC CEO Date

### EQUAL OPPORTUNITY - EQUAL ACCESS

WorkForce Central is an equal opportunity employer/program.  
 Auxiliary aids and services are available upon request for individuals with disabilities. Washington Relay Service – 711.

# Attachment A – ETO Guidance

## A. Enrolling a Customer

1. First, ensure the customer has an account on worksourcewa.com
  - a. Several demographic fields can only be filled in by an account on worksourcewa.com, making a fully completed and up-to-date account vital.
  - b. If a customer is not in ETO, they do not have a fully completed account on worksourcewa.com.
  - c. You can check a customer's status by going to their dashboard, and selecting "Access Seeker/Participant Account"



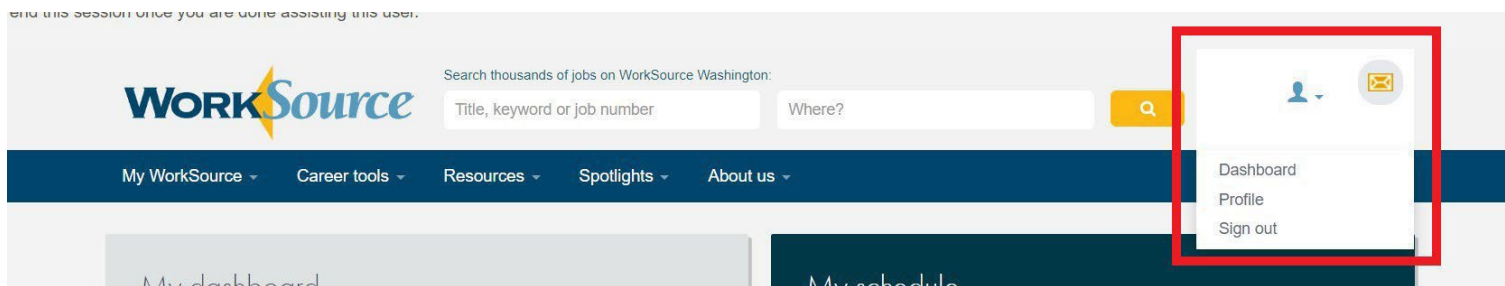
- d. If they do not have an account on worksourcewa.com, you will get the following message:

**There was an error while accessing the participant's Job Match account.**

### Details:

The participant you are trying to access has not registered in Job Match. Please have that person directly access [My.WorkSourceWA.com](http://My.WorkSourceWA.com) to complete their registration. Please close this window and return back to ETO.

2. If they do have an account, you will need to ensure that their profile is completed in full.
  - a. You can reach the profile by clicking on the person in the upper right corner of the page and clicking "profile."



- b. Then ensure every field is completed.
  - i. Some customers selected "no" on the question "would you like to be assessed for additional services".
  - ii. If this is the case, you will need to change their answer to "yes" and fill in the answers, or else ETO will not have complete demographic information.

3. Once you've ensured that their account is fully completed and up-to-date, you can begin the enrollment process.
  - a. From the client dashboard, select "new" in the area titled "Most Recent Program Enrollments"

The screenshot shows a client dashboard for Gregor Samsa. The dashboard is organized into several panels, each with a '+ New' button. The panels are:

- Participant Information:** Displays personal details like First Name (Gregor), Last Name (Samsa), Email (bug@meta.morph), Case Number (760514), DOB (01/01/1980), and Age (42 years).
- General Information:** A section for general participant data.
- Most Recent (5) Program Enrollments:** A section for recent program enrollments. The '+ New' button here is highlighted with a red box.
- RESEA TouchPoints:** A section for RESEA touchpoints.
- Account Creation and Associated Activities:** A section for account-related activities.
- Most Recent (25) Basic Career Services:** A section for recent basic career services.
- Program Management Forms:** A section for program management forms.

4. Select "State Economic Security for All" from the dropdown
  - a. Fill in all information requested,
  - b. Then save.
5. After completing this process, you **must take a State EcSA Development of Individual Employment plan service linked with the program with the same date as the enrollment.**

## B. Adding a Service

1. To take a new touchpoint in the State EcSA program, first go to the client's ETO dashboard and select "Review Seeker/Participant Touchpoints."

The screenshot shows Gregor Samsa's ETO dashboard. It features a header and two main sections:

- Seekers/Participants:** Contains links for Home, Case Notes History, Seeker Summary, Review Seeker/Participant Touchpoints (highlighted with a red box), and Seeker/Participant Office History.
- TAA Functions:** Contains links for Obligation Balances and TAA/TRA Determination.



2. From there, you select **“Take New Touchpoint,”** at the bottom of the list of touchpoint names:

**Review TouchPoints**

Review TouchPoints for [Samsa, Gregor](#)

TOUCHPOINT NAME

▼

- Basic Service [Take New](#)
- Objective Assessment (New) [Take New](#)
- Program Enrollment [Take New](#)
- State Funded Services [Take New](#)

[Take New TouchPoint](#)

3. From the dropdown list that this provides, you select **“State Funded Services.”**

**Record TouchPoint**

Select TouchPoint:

-- Select a TouchPoint -- ▼

- Individualized Training and Supportive Services (ITSS) ▲
- Licenses and Endorsements
- MSFW Details
- MSG\_Tests and Results Replicated (Joanie)
- Non WIOA/TAA Application Status
- Objective Assessment (New)
- Obligations
- Outcomes, Program Completion
- Program Enrollment
- RESEA Action Plan Initial
- RESEA Appointment\_Joanie
- RESEA Required Elements Initial
- State Funded Services**
- TAA Enrollment Packet
- TAA Training Forms
- TAA Waiver
- Tests and Results
- Uploaded Files
- Veteran Details
- WIOA Eligibility Application

4. **Select the date** the service was provided.

5. Next, using the **State EcSA Services Catalog**, determine the proper service, and **select from the individualized dropdown list**. Please note: WorkForce Central does not authorize the use of State EcSA Basic Services.

The screenshot shows a web form titled "First Page". At the top, there are two date fields: "Start Date" with the value "6/13/2022" and "End Date" with the placeholder "mm/dd/yyyy". Below these is a "Service" dropdown menu. The dropdown is open, showing a list of services categorized into "Basic" and "Individualized". The "Basic" services include: State EcSA Basic Assessment, State EcSA Career Guidance Services, State EcSA Deskside Job Seeker Assistance, State EcSA Employment Referral, State EcSA Job Development, State EcSA Miscellaneous Workshop, State EcSA Provided Workforce Information, State EcSA Referral to Additional Services, and State EcSA Resume Review. The "Individualized" services include: State EcSA Career and Vocational Counseling, State EcSA Comprehensive and Specialized Assessment, State EcSA Development of Individual Employment Plans, State EcSA Mentorship Opportunity, State EcSA One-to-One Mentoring, State EcSA Financial Literacy, State EcSA Short-Term Pre-Vocational Services, and State EcSA Work/Internship Experience. The dropdown menu has a scrollbar on the right side.

6. Complete the touchpoint, making sure to **answer all fields provided** and **record a case note**.

### C. Exiting a Participant

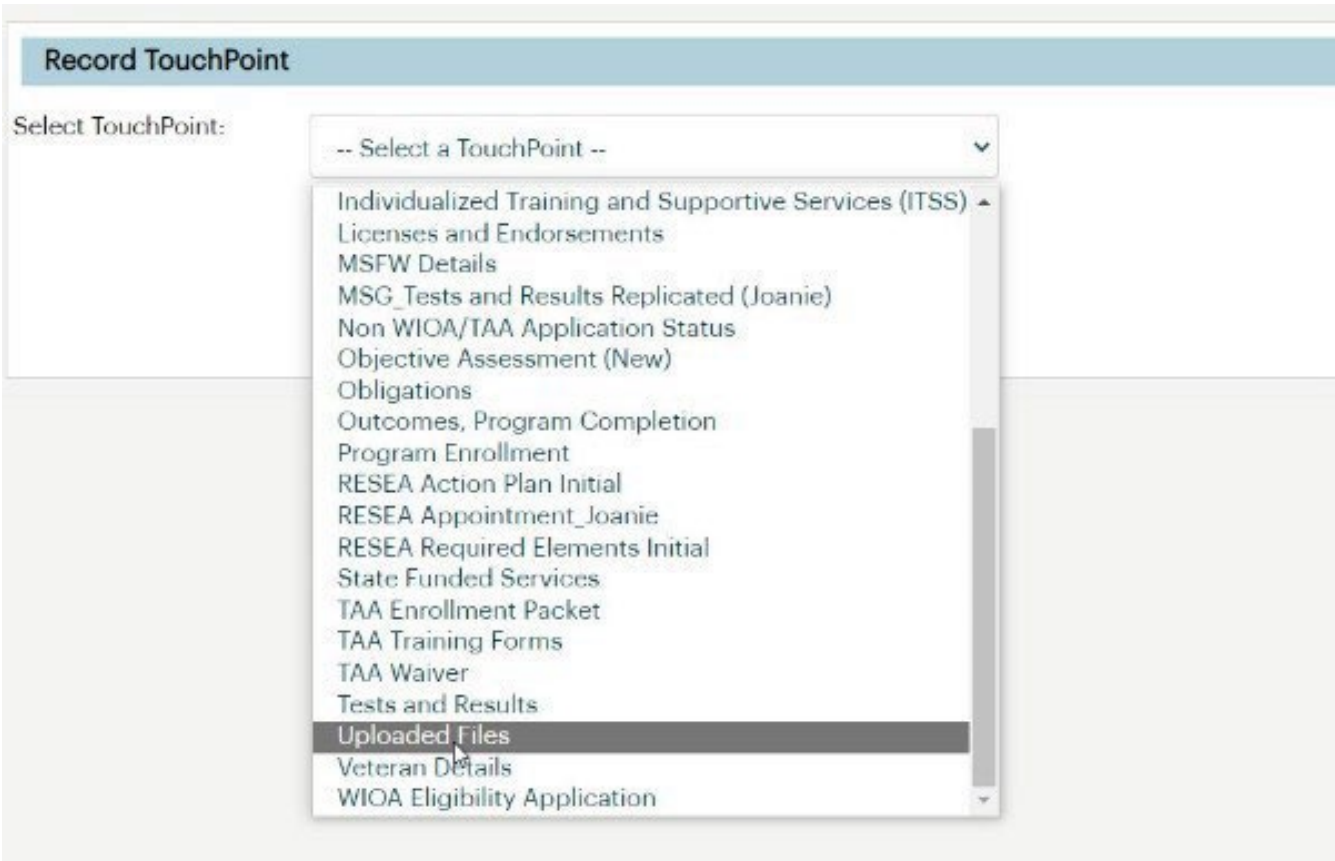
1. Create new **Outcome, Program Completion TouchPoint**.
2. Select **Economic Security for All (EcSA)** from active program enrollment dropdown menu.
3. Complete Outcome, Program Completion TouchPoint data elements as appropriate for the customer.
4. Record whether they are **“employed at outcome”**.
5. Enter **annualized wages** – multiply hourly wage X planned hours per week X 52 weeks.

### D. Uploading Documentation from the UW Self-Sufficiency Calculator

To ensure documentation is available for monitors and other individuals reviewing the ETO record who may not have access to the UW Calculator, a copy of the results must be uploaded to ETO.

For ease of tracking, please name files using the following naming convention: *“First Initial, Last Name-UW Calc-ETO#-Date”* (ex. *GSamsa-UWCalc-760514-06142022*)

1. From the “Record Touchpoints” section, select “Uploaded Files.”



2. Enter the filename of the document to upload in the “**Document Name**” field and click the “**Select**” button.
3. From there, you will be prompted to select the file to upload. After you select it, it will appear listed on the screen with a yellow dot; **it is very important that you wait until the dot turns green, or else the file will be incapable of being viewed.**

**Document Name**

29/250

**File Type**

**File**

● GSamsa\_UWCalc\_760514\_06142022.pdf ✕ Remove

**Date of Deletion**

4. Click Save at the bottom of the screen.

## Attachment B

### State EcSA Program Service Catalog

Type	Service Name	Description of Service	Durational Service
BASIC	State EcSA Basic Assessment	Assessment of a customer's skills, education, or career objectives in order to achieve any of the following: assist the customer in deciding on appropriate next steps, search for employment, training, and related services, including job referral; assist customer in assessing his/her personal barriers to employment; assist customer in accessing other related services necessary to enhance his/her employability and individual employment related needs.	No
BASIC	State EcSA Career Guidance Services	Assist customers in planning career or vocational paths, preparing for the job market, and identifying or creating steps that lead to employment. Expected outcome is to help customers identify, define and verbalize their career goals, overcome obstacles, and articulate skills and accomplishments.	No
BASIC	State EcSA Deskside Job Seeker Assistance	A two-way communication between staff and customer, via in-person, phone, email, WebEx, or other electronic methods. This service is tailored to the customer's individual needs regarding one or more of the following: matching one's skills and abilities to the job market; job search techniques; resumes, job applications and other job search related materials, and interviewing techniques.	No
BASIC	State EcSA Employment Referral	A referral to any employment opportunity not listed in WorkSourceWA.com.	No
BASIC	State EcSA Job Development	The process of securing a job interview with a private or public employer for a specific customer for whom there is no suitable job opening available. This service is taken at the successful obtainment of an interview or for the act of seeking a job interview for the customer.	No
BASIC	State EcSA Miscellaneous Workshop	A group service that is not a WorkSource Module or Job Club; that provides additional employment or training information or instruction.	No
BASIC	State EcSA Provided Workforce Information	Providing readily available information that does not require an assessment of the job seeker's skills or abilities. This may include any of the following: explanation of the types of services available through the WorkSource system and how to access them; provide/discuss labor market information; training/retraining information, including vocational exploration, length of training, costs, funding resources and prerequisites needed for the training; general information regarding Unemployment Insurance to potential and current UI claimants (including phone, fax, submission of information to the Claim Center); information on eligible training providers and their outcomes; and information on local area performance accountability measures and outcomes.	No
BASIC	State EcSA Referral to Additional Services	Referral to services available from other WorkSource partners or community services, beyond Basic Career Services. This referral identifies that the seeker has additional barriers to employment that Basic Career Services cannot address that perhaps Individualized Career Services, Training services or Supportive services help overcome. Information and referrals may also be provided for childcare, child support, transportation, housing, medical insurance, TANF, SNAP, EITC, etc.	No
BASIC	State EcSA Resume Review	Desk-side review of an existing resume created by the customer though attendance of the group resume workshop or through the customer's own means. This review can include assistance with targeting a resume, providing spelling, grammar changes and layout suggestions. Desk-side review should not be used to create a resume for the customer.	No
INDIVIDUALIZED	State EcSA Career and Vocational Counseling	Counseling assistance for customers in planning career or vocational paths, preparing for the job market, and identifying or creating steps that lead to employment. Expected outcome is to help customers identify, define and verbalize their career goals, overcome obstacles through WorkSource or other partner's services, and articulate ones skills and accomplishments. This counseling service can be delivered one-on-one or in a group setting.	No

Type	Service Name	Description of Service	Durational Service
INDIVIDUALIZED	State EcSA Comprehensive and Specialized Assessment	Comprehensive and specialized assessments of the skill levels and service needs, which may include: 1. Diagnostic Testing and use of other assessment tools; and 2. In-depth interviewing and evaluation to identify barriers and appropriate goals.	No
INDIVIDUALIZED	State EcSA Development of Individual Employment Plans	Joint development of an individual employment plan between the customer and career counselor to identify employment goals, income calculation levels, appropriate achievement objectives, and appropriate combination of services for the customer to achieve the employment goals, including eligible providers of training services and career pathways to attain career objectives.	No
INDIVIDUALIZED	State EcSA Mentorship Opportunity	A single point in time event or workshop intended to provide guidance, support, and encouragement to customers and build community and peer support. May include opportunities to support workforce preparedness, increase awareness of or exposure to additional resources or employment opportunities. Can be provided in groups or on an individual basis. Examples include informational and life skills workshops, networking events, job shadows, informational interviews, or employer led workshops.	No
INDIVIDUALIZED	State EcSA One-to-One Mentoring	One-to-one mentorship or coaching of at least 10 hours per year. Can be provided by an employer, coworker, community member, or career counselor staff. Mentorship is intended to provide guidance, support, and encouragement to ensure the customer experiences inclusion and feels strong support from their community. May include opportunities to support workplace preparedness and increase awareness of or exposure to additional resources or employment opportunities. Documentation must be maintained to demonstrate that the customer has met the 10 hour requirement.	Yes
INDIVIDUALIZED	State EcSA Financial Literacy	Supporting the ability of adults and dislocated workers to create household budgets; initiate savings plans; make informed financial decisions about education, retirement, homeownership, wealth building, or other savings goals; effectively manage spending, credit and debit; understand, evaluate, and compare financial products, services, and opportunities; and increase awareness of the availability of credit reports and scores in obtaining credit and their effect on credit terms.	No
INDIVIDUALIZED	State EcSA Short-Term Pre-Vocational Services	Development of learning skills, communication skills, interviewing skills, punctuality, personal maintenance skills, and professional conduct to prepare individuals for unsubsidized employment or training. May include pre-apprenticeship programs.	Yes
INDIVIDUALIZED	State EcSA Work/Internship Experience	For adults and dislocated workers, work experience is a planned, structured learning experience that takes place in a workplace for a limited period of time and is linked to a career. Work experience may be paid or unpaid, as appropriate. A work experience workplace may be in the private for-profit sector, the non-profit sector, or the public sector. Labor standards apply in any work experience where an employee/employer relationship, as defined by the Fair Labor Standards Act, exists.	Yes
SUPPORT	State EcSA Program Support Services (Other)	This service is used when the support services being provided do not fall into the transportation category. This may include assistance with clothing, counseling, family/health care, housing/rental assistance, tools, union dues, drivers' licenses, car repairs, assistance with books, fees, and school supplies, payments for employment and training-related applications, tests, certifications, and locally approved resources. The purpose of support services is to offer a resource for customers who are actively engaged in job search, work activities or training. Support services should be provided based on the real and immediate needs of the customer.	No

Type	Service Name	Description of Service	Durational Service
SUPPORT	State EcSA Program Support Services (Transportation)	Support services to be provided to customers prior to job placement and exiting the program. Transportation support are goods in the form of transportation assistance. The purpose of support services is to offer a resource for customers who are actively engaged in job search, work activities or training. Support services should be provided based on the real and immediate needs of the customer.	No
SUPPORT	State EcSA Financial Support Payments	Monetary assistance provided by the State EcSA program including income support, incentive payments, stipend payments, and cash support.	No
TRAINING	State EcSA Occupational Skills Training	An organized program of study for adults and dislocated workers that provides specific vocational skills that lead to proficiency in performing actual tasks and technical functions required by certain occupational fields at entry, intermediate, or advanced levels.	Yes
TRAINING	State EcSA On-the-Job Training	Training provided by an employer to a paid customer of the EcSA program who is engaged in productive work in a job that improves knowledge or skills essential to the full and adequate performance of the job; provides reimbursement to the employer of up to 75% of the wage rate of the customer, for the extraordinary costs of providing the training and additional supervision related to the training; limited in duration as is appropriate to the occupation for which the customer is being trained, taking into account the content of the training, the customer's prior work experience, and the customer's service strategy, as appropriate.	Yes
TRAINING	State EcSA Training Paid By Other	Represents training services, including OJT, that is paid for by another funding source.	Yes
TRAINING	State EcSA Apprenticeship Training	Training that is provided through a Registered Apprenticeship training system that combines paid learning on-the-job and related technical and theoretical instruction in a skilled occupation.	Yes
TRAINING	State EcSA Customized Training	Training customized to meet employer needs with a commitment by an employer or group of employers to employ the individual upon successful completion of the training and for which the employer pays a significant portion of the cost of training as determined by local policy.	Yes
TRAINING	State EcSA Incumbent Worker Training	Incumbent worker training is intended to assist employed workers (employed a minimum of six months with the employer) to retain employment by averting layoffs or to obtain the increased skills necessary for promotion within the company and to create a backfill opportunity for the employer.	Yes