

# **Fresno Regional Workforce Development Board**

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*Blake Konczal, Executive Director*

## **OPERATIONAL DIRECTIVE**

**FRWDB OD # 03-15, Revision D**

**Date Released: September 25, 2023**

**To: All Fresno Regional Workforce Development Board Providers of Services**

**From: Blake Konczal, Executive Director**

**Effective Date: September 25, 2023**

**Subject: Fresno County WIOA Eligibility Technical Assistance Guide (TAG)**

**Applicable Program: All**

**Revision History: Initial Release – 3/19/15; Rev B – 10/13/17; Rev C – 6/26/18**

This Revision D obsoletes IB# 02-20, US Census Fact Finder Website and incorporates instructions for determining high-poverty data for youth eligibility purposes, as an attachment to ELI-003, Fresno County Eligibility Technical Assistance Guide.

All provider staff must use the Fresno County WIOA Eligibility TAG, ELI-003 for the purpose of determining WIOA eligibility.

### CalJOBS Application:

All CalJOBS<sup>sm</sup> Application fields must be fully completed as appropriate by the provider staff. Provider staff is responsible for collecting and verifying the documentation for which the applicant is eligible to receive WIOA Services. Demographic data does not require the collection of any documents.

Provider staff must case note what documentation they have received to determine applicant's eligibility.

Please contact the FRWDB Program Coordinator if you have any questions.

Forms: [ELI-003](#) Fresno County Title-I 1 Eligibility Technical Assistance Guide  
[GEN-001](#) Applicant's Statement

Attachment: Directions for Determining High-Poverty Areas for Young Adult Eligibility