

EcSA State Guidelines for ‘Likely to Fall into Poverty’

Procedure Number: 2220a

Effective Date: July 1, 2023

A. 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 previously done by local EcSA programs funded by the Governor’s WIOA statewide activities funds. In Program Year 2023 (Fiscal Year 2024) the Legislature and Governor continued to allocate the \$6.2 million per year for individuals below 200% of the Federal Poverty Line (FPL), while also providing an additional \$2.6 million per year to serve individuals over 200% of the FPL but at who are at risk of falling into poverty. To facilitate enrollment into the EcSA program for individuals over 200% of the FPL, LWDBs were required to establish local policies to define the factors that make an applicant likely to fall into poverty.

This procedure was developed to codify definitions and expectations for eligibility determination for individuals at or above 200% of the FPL.

B. PROCEDURE

To be eligible for the State EcSA—Above 200% of FPL, applicants must meet the following requirements:

- Be from households that are at or above 200% of the FPL at the time of program enrollment.
- Be below their self-sufficiency goal or are determined to be likely to fall into poverty with appropriate documentation in case notes, in accordance with policy set by the LWDB.
- Meet WIOA Basic Eligibility requirements for any of the three WIOA Formula programs, excluding requirements to register for Selective Service.

When making the evaluation that an individual is likely to fall into poverty for the purposes of eligibility determination in EcSA State, staff must document both that the participant meets the criteria and through which part of the definition they meet the criteria. It is sufficient to document this information in case notes. If EcSA State staff believe that an individual is likely to fall into poverty for any reason not articulated in the definition listed below, they must submit a request for approval in writing to Workforce Snohomish. This request must document the justification for why the individual is likely to fall into poverty. If this approval is granted by WFS, it must be granted in writing and this approval must be included in the participant file.



C. DEFINITIONS

- **Self-Sufficiency Goal:** Per WIN-0129, Rev. 2 – “for the purposes of all State EcSA programs, Self-Sufficiency is defined as Attainment of 100% of individualized household Income Adequacy, as established through use of the UW Self-Sufficiency Calculator”. This includes eligibility criteria for individuals enrolling while at or above 200% of the FPL.
- **Likely to Fall into Poverty:** An individual is considered ‘likely to fall into poverty’ if they meet one of the criteria below, or for any reason that is otherwise approved in writing by Workforce Snohomish.
 - The individual is below 100% in either self-sufficiency or income adequacy as defined by the UW Self-Sufficiency Calculator.
 - The individual relies upon gig work, multiple jobs, or undesirable work hours to maintain income adequacy.
 - The individual faces loss of employment or has recently lost employment.
 - The individual will need to reduce work hours or leave employment due to lack of childcare availability or faces an inability to afford available childcare;
 - The individual anticipates the end of unemployment insurance payments or other public assistance.
 - The individual faces a loss of housing or has recently lost housing.

References:

[WIN-0129 \(Rev. 2\): State Guidance and Instructions for the State Economic Security for All \(EcSA\) Program](#)