

# North Central Workforce Development Area

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## LOCAL DIRECTIVE

Directive #: <u>23-181</u>	Date: <u>July 1, 2023</u>
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TO: SkillSource Staff and Service Providers  
FROM: Lisa Romine, CEO  
SUBJECT: QUEST Dislocated Worker Grant Service Delivery

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**Purpose:** To provide local guidance and instructions for service delivery under the QUEST Dislocated Worker Grant.

**Eligibility:** Individuals receiving services through this contract must be enrolled in the “QUEST NDWG” Program of Enrollment in ETO and receive a qualifying WIOA service to trigger participation. Staff will use the documentation verification checklist for dislocated workers which includes eligibility verification for QUEST participants.

To be eligible for enrollment in the QUEST NDWG, an individual must be determined eligible based on one of the following criteria, per Section 4.b.iii of [TEGL 2-22](#):

1. Temporarily or permanently laid off as a consequence of the COVID-19 pandemic disaster.
2. A long-term unemployed individual.
3. A dislocated worker as defined at 29 U.S.C. 3102(3)(15),
4. A self-employed individual who became unemployed or significantly underemployed as a result of the COVID-19 pandemic disaster.

### Definitions:

1. **“Temporarily or permanently laid off as a consequence of the COVID-19 pandemic disaster”:** individuals who were working prior to the COVID-19 pandemic but who became unemployed. For example, an individual who was fired for failing to report to work in order to stay home and care for a family member might be, for the purposes of this grant, “laid off as a consequence of the declared disaster”, as would an individual who quit in order to stay home and care for a family member. SkillSource also considers individuals who left employment or were terminated as a result of vaccination policies to qualify under this definition, as they would likely still be employed barring the pandemic.

2. **“Long-term unemployed”**: individuals legally entitled to work in the U.S. and of legal working age, who are looking for a job, available for work, and:
  - a. Have never been employed (i.e., no prior attachment to either an employer or self-employment);
  - b. Have dropped out of the labor force, but desire to return (e.g., discouraged workers – who were not actively looking for work because they did not think they could find work; individuals who took time off to raise a child or care for another family member; individuals who took time off to further their education;
  - c. Have regular or frequent spells of unemployment (i.e., seasonal or sporadic attachment to work);
  - d. Are determined ineligible for WIOA Title I Dislocated Worker programs but unemployed for 13 or more weeks;
  - e. Are under-employed (i.e., working part-time out of necessity but desirous of full-time work; working full-time but wages or working conditions are unsuitable);
  - f. Are ex-offenders who are unemployed after incarceration;
  - g. Are currently incarcerated offenders within one year of release;
  - h. Are individuals who suffered an on-the-job injury, non-work-related injury or illness, were institutionalized, or were victims of a crime and have been out of work as a result; or
  - i. Are active-duty service members (or spouses) who face involuntary, other than dishonorable, discharge from the military.
  
3. **“Significantly underemployed”**: an individual who meets the definition of “under-employed worker” reflected in state policy at Section 4.3.1 of the [Eligibility Policy Handbook](#) affiliated with [WorkSource System Policy 1019, Revision 8](#).