CONEXIÓN LABORAL

ÁREA LOCAL MAYAGÜEZ - LAS MARÍAS

Policy for the Development of Programmatic Activities: Transitional Jobs

Adult and Dislocated Worker Program

I. INTRODUCTION

The Workforce Innovation and Opportunity Act (WIOA) is designed to assist job seekers in accessing employment, education, training, and supportive services to succeed in the labor market and match employers with the skilled workers they need to compete in the global economy. The Adult and Dislocated Worker Programs, in coordination with the Employment Service (Wagner-Peyser Act), are fundamental to the American Job Center (AJC) / One-Stop Delivery System, which serves as the foundation of the workforce development infrastructure. This system must be accessible, customer-centered, and focused on job-driven training.

Through Transitional Jobs activities, time-limited work experiences will be provided to individuals who face barriers to employment due to chronic unemployment or an inconsistent work history. The Mayagüez–Las Marías Local Workforce Development Area establishes this Public Policy to utilize this activity as part of its service delivery strategies. This initiative will enable us to provide quality work experiences to participants, helping them ultimately secure unsubsidized employment.

II. LEGAL AUTHORITY

- **Section 134(d)(5)** of the Workforce Innovation and Opportunity Act (WIOA).
- **20 CFR §§ 680.190 and 680.195** (WIOA Final Regulations).
- **Training and Employment Guidance Letter (TEGL) No. 3-15**, issued by the Employment and Training Administration (ETA) of the U.S. Department of Labor on July 1, 2015.

III. TRANSITIONAL JOBS

A Transitional Job is defined as a time-limited work experience for individuals with barriers to employment who suffer from chronic unemployment or an inconsistent work history. It can serve as an effective solution for individuals needing to establish a work history who would otherwise be unable to obtain one through Occupational Skills Training or On-the-Job Training (OJT). It is designed to help the participant establish a work history, demonstrate success in the workplace, and develop skills that lead to unsubsidized employment.

Up to 10% of the combined funds allocated to the Adult and Dislocated Worker Programs may be used for this activity. Transitional jobs may be combined with comprehensive career services and supportive services.

IV. POLICY FOR PROGRAMMATIC DEVELOPMENT

The following parameters are established for the execution of this activity:

1. **Chronic Unemployment:** Defined as an individual who has been unemployed for the past two (2) years.
2. **Inconsistent Work History:** Defined as an individual who has held various jobs for short durations that do not contribute significant experience to their work history, thereby adversely affecting their opportunities to fully integrate into the workforce.
3. **Eligibility Certification:** The Career Planner will be responsible for certifying candidate eligibility for this service.
4. **Payroll and Contributions:** This activity includes payment of wages and Social Security contributions. Participants will be covered under the State Insurance Fund Corporation (FSE) policy. Payment will be processed by the One-Stop Operator or the Fiscal Agent, as applicable.
5. **Direct Disbursement:** Wage payments will be made directly to the participant by the Title I-B funds administrator.
6. **Duration and Compensation:** To ensure participants acquire meaningful work experience, the activity may last up to nine hundred sixty (960) hours or six (6) months, whichever occurs first. Compensation will be based on the prevailing minimum wage at the time of the activity. Fringe benefit costs, including the State Insurance Fund (FSE) and Social Security, will also be covered.
7. **Employer Sectors:** As established by law, this activity may be conducted in public, private for-profit, and non-profit sectors. Compliance with the State Board's public policy regarding participant employment within local and state government entities is required.
8. **Service Combination:** This activity may be combined with comprehensive career services.
9. **Supportive Services:** Applicable Supportive Services will be approved to ensure participants successfully acquire relevant skills.
10. **Retention Requirement:** Employers are under no obligation to retain the individual in their transitional position upon completion of the activity, regardless of the worker's performance or success.

V. APPROVAL AND EFFECTIVE DATE

This public policy shall take effect immediately upon its approval. The Executive Director is responsible for informing staff within five (5) business days following its adoption.

JOSÉ A. JUSTINIANO RODRÍGUEZ
Chairman, Local Workforce Development Board

June 28th, 2025
DATE

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