

**SOUTHERN NEVADA WORKFORCE INVESTMENT BOARD
General Policy & Procedure**

ADULT & DISLOCATED WORKER RELOCATION ASSISTANCE

EFFECTIVE DATE: July 11, 2003

NUMBER: 3.12

**SUPERSEDES: SNWIB General Policies and
Procedures No. 3.12 dated 7/1/2001**

AUTHORIZATION: SNWIB Manager

BACKGROUND:

Title I of the Workforce Investment Act (WIA) allow WIA funds to be expended to provide relocation assistance to Adult & Dislocated Worker participants. Such relocation assistance is permissible, when documented as appropriate, for those individuals who have indicated a willingness to relocate, and who have received a written Letter of Intent to hire from an employer. [State Policy 1.8]

I. GENERAL RELOCATION ASSISTANCE PROVISIONS

Relocation assistance may be provided to Adult and Dislocated Workers under the following provisions:

- A. Relocation assistance shall only be provided to WIA Title I clients who have been documented as being eligible for intensive services.
- B. Relocation assistance shall only be provided to individuals who present a Letter of Intent to Hire from an employer located outside the Local Workforce Investment Area, or to individuals who currently reside more than 100 miles (one way) from the employer who has provided the Letter of Intent to Hire.
- C. Relocation assistance may be provided to an individual who has **not** previously received and/or shall receive relocation assistance from an employer or other related sources.
- D. The **total amount** of the relocation assistance shall not exceed **\$1,000.00 (one thousand dollars)**.