

Workforce Innovation and Opportunity Act Self-Certification Requirements

After review of the eligibility criteria, along with possible ways to verify the criteria, it was determined that much of the verification was readily available through a number of agencies or sources. In some cases, definitive verification is required; for example, eligibility to work (1-9 requirements under IRCA) and Selective Service Registration or exemption for males.

WIOA allows for self-certification to verify those eligibility items that in rare cases are not verifiable or may cause undue hardship for applicants to obtain. Self-certification will also be allowed when customers have experienced a loss of documentation due to extreme circumstances.

Because most eligibility requirements can be verified by other sources, the use of self-certification, also known as "self-attestation", is highly restricted. Self-certification is not allowed as a verifiable source of documentation for the following:

All Categories:

- TANF/Cash Public Assistance
- SNAP (Food Stamps)
- Selective Service
- Eligible to Work
- Supported Foster Child

Youth:

- Pregnant or Parenting
- School Dropout
- Offender
- Homeless or Runaway
- Serious Barriers to Employment as Identified by Local Board (5% Exception)

NOTE: When using the "Self-Certification" form, the "Staff Signature/Date" found in the "Certification" block must be completed. It is a local decision as to the completion of the "Reviewer's Signature/Date".