

**WORKFORCE DEVELOPMENT DIVISION**  
**Technical Assistance Bulletin 273**

**Program:** All Programs

**Subject:** WIOA Requirement Changes in TWIST

**Date:** May 12, 2016

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This Technical Assistance (TA) Bulletin provides Local Workforce Development Boards (Boards) with information related to Workforce Innovation and Opportunity Act (WIOA) program requirement changes in The Workforce Information System of Texas (TWIST). These changes, which constitute the first phase of WIOA changes, are designed to simplify WIOA eligibility determinations and add customer characteristics required to be reported by WIOA.

TWIST Release 5.20 (May 18, 2016) includes changes to the following menu items:

- *Intake Common*;
- *Program Details*; and
- *Eligibility*.

The accurate and comprehensive entry of WIOA-required data into TWIST ensures that WIOA program services are correctly reflected for reporting purposes and for use in supporting WIOA's provisions.

Additionally, [\*WIOA Guidelines for Adults, Dislocated Workers, and Youth\*](#) provides further guidance on WIOA eligibility requirements.

**Intake Common and Program Details Changes**

**Characteristics Tab**

***Basic Skills Deficient***

A new drop-down menu was added to indicate that an adult or youth participant is *Basic Skills Deficient*.

Once basic skills deficiency is determined and is documented in TWIST *Counselor Notes*, a Yes/No answer should be selected from the *Basic Skills Deficient* drop-down menu.

***High Poverty Area***

A new drop-down menu for *High Poverty Area* has been added to indicate that a youth resides in a high-poverty area.

### *Additional Assistance Needed*

A new drop-down menu for *Additional Assistance Needed* was added for individuals who require additional assistance to enter or complete an educational program or to secure or hold employment.

### *Out of Home Placement*

A new drop-down menu was added for *Out of Home Placement* to comply with youth eligibility criteria.

### *Authorized to Work in the U.S.*

The *Citizenship* field was relabeled as *Authorized to Work in the U.S.* to align with WIOA program eligibility requirements. Changes were made to the following:

- *Intake Common*
- *WIA/WIOA Program Detail*

### *Education Tab*

#### *School Status*

A new option was added to the *School Status* drop-down menu for *6–Not attended school Last 3 Months*. This selection was added for a youth who is 16 to 18 years of age and has not attended school for at least the last three months.

### *Public Assistance Tab*

The *Other State or Local Income based Public Assistance* field was added. The *General Assistance* and *Refugee Assistance* fields were inactivated and this information will now be recorded in the *Other State or Local Income based Public Assistance* field. Additionally, the *Currently Receiving* column heading was changed to *Currently Receiving/Received in Last 6 months* to comply with provisions for an individual who is currently receiving public assistance, has received public assistance in the last six months, or is a member of a family that is currently receiving or has received public assistance in the past six months for “low-income” eligibility purposes.

### *Program Detail Exemptions Tab*

The *Local WDA Youth Barrier* checkbox was inactivated since a barrier is no longer required.

### ***Program Detail and Eligibility Menu Changes***

#### *WIOA Youth Tab–New*

This screen is available so staff can review the criteria for WIOA youth eligibility.

#### *WIOA Adult Tab–New*

This screen is available so staff can review the criteria for WIOA adult eligibility.

Eligibility Tab

For assessment tests administered up to six months prior to the application date, and for customers who test below the 9th-grade level, TWIST will automatically calculate eligibility for *Basic Skills Deficient* in the *Program Detail – Eligibility* tab.

Characteristics Tab

For assessment tests administered after the application date and prior to the eligibility determination date, staff must, when appropriate, select “Yes” from the drop-down menu for *Basic Skills Deficient – Characteristics* tab.

Service Tracking Changes

Fund Detail—Changes

The following WIOA *Fund* codes are currently available in TWIST and should be used in place of WIA *Fund* codes. WIA *Fund* codes will be deactivated on June 30, 2016.

<b>Deactivated WIA <i>Fund</i> Codes</b>		<b>New WIOA <i>Fund</i> Codes</b>	
<i>WIA Fund Code</i>	<i>Fund Description</i>	<i>WIOA Fund Code</i>	<i>Fund Description</i>
95	WIA Adult	10	WIOA Adult
96	WIA Dislocated Worker	20	WIOA Dislocated Worker
97	WIA Youth	30	WIOA Youth

Additional information on WIOA requirements may be accessed on the Texas Workforce Commission website at <http://www.twc.state.tx.us/partners/workforce-innovation-opportunity-act-wioa#acronymTitleworkforceInnovationAndOpportunityActwioaacronymGuidance>.

**INQUIRIES:**

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