



# LOS ANGELES COUNTY WIA DIRECTIVE

**NUMBER : YTH-D-04-06  
B-DWA-04-008**

**SUBJECT: 2004 70 PERCENT LLSIL  
AND 2004 POVERTY GUIDELINES**

**DATE: 08/11/04**

**EFFECTIVE DATE: IMMEDIATELY**

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**\*THIS DIRECTIVE SUPERSEDES DIRECTIVE NUMBER YTH-D-03-11 AND D-DWA-03-009\***

**To: ALL LOS ANGELES COUNTY WIA PROVIDERS**

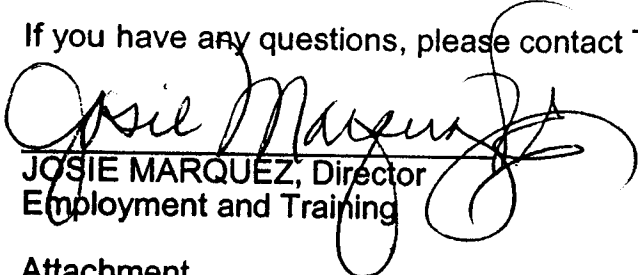
Attached is the State of California's Directive WIAD04-2 dated August 6, 2004 which issues the 70 Percent Lower Living Standard Income Level (LLSIL) published by the Department of Labor on June 25, 2004, and the poverty guidelines published by the Department of Health and Human Services (HHS) February 13, 2004.

The LLSIL and poverty guidelines are used to establish low-income status for Workforce Investment Act (WIA) Title I programs.

Please refer to the attached State Directive WIAD04-2 page 3 of 5 for guidelines on using the corresponding charts to determine 70% LLSIL and Poverty Guideline. NOTE: In instances where a LWIA encompasses both metropolitan and non-metropolitan areas, the state has designated the higher of the LLSIL figures for use within the entire LWIA.

Should State Directive WIAD04-2 become detached, an electronic version of this directive is available at the following internet address: [Http://www.edd.ca.gov/wiarep/wiainby.htm](http://www.edd.ca.gov/wiarep/wiainby.htm).

If you have any questions, please contact Tina Hoang at (213) 738-2641.

  
JOSIE MARQUEZ, Director  
Employment and Training

Attachment

# DIRECTIVE

## WORKFORCE INVESTMENT ACT

Number: WIAD04-2

Date: August 6, 2004  
69:141:lh:8475

TO: WORKFORCE DEVELOPMENT COMMUNITY

SUBJECT: 2004 70 PERCENT LLSIL AND POVERTY GUIDELINES

### EXECUTIVE SUMMARY:

#### Purpose:

This directive issues the 2004 70 Percent Lower Living Standard Income Level (LLSIL) published by the Secretary of Labor in the Federal Register on June 25, 2004, and the 2004 poverty guidelines published by the federal Department of Health and Human Services (HHS) February 13, 2004.

#### Scope:

The LLSIL and poverty guidelines are used to establish low-income status for Workforce Investment Act (WIA) Title I programs. Local Workforce Investment Boards (LWIB) need the LLSIL to determine eligibility for youth, eligibility for employed adults for certain services, defining self-sufficiency, and for the Work Opportunity Tax Credit. The LWIBs should consult WIA regulations and preamble for more specific guidance.

#### Effective Date:

The 2004 LLSIL became effective the date of publication in the Federal Register, June 25, 2004. The 2004 poverty guidelines were effective on the date of publication in the Federal Register, February 13, 2004.

### REFERENCES:

- WIA Sections 101(24), 127(b)(2)(C), 134(d)(3)(A)(ii), and 134(d)(4)(E)
- Federal Register, Volume 68, Number 104, WIA; LLSIL (June 25, 2004)
- Federal Register, Volume 69, Number 30, Annual Update of the HHS Poverty Guidelines (February 13, 2004)

### STATE-IMPOSED REQUIREMENTS:

This directive contains one State-imposed requirement, which is in *bold italic* print.

### FILING INSTRUCTIONS:

This directive supersedes WIA Directive WIAD03-1, dated July 1, 2003, and finalizes WIA Draft Directive WIADD-74, issued for comment on July 8, 2004. Retain this directive until further notice.

**BACKGROUND:**

The WIA Section 101(24) provides for the use of one of two sets of data to establish whether an individual is a low-income individual. The measure used is the highest of either 70 percent of the LLSIL, determined by the Secretary of Labor, or the poverty guidelines, published by HHS. The WIA requires annual revisions to both sets of data.

All Local Workforce Investment Areas (LWIA) use the same poverty guidelines. However, the LLSIL identifies maximum qualifying income levels for residents in either of two broad geographic designations: metropolitan and nonmetropolitan areas. Metropolitan levels apply to residents living within Metropolitan Statistical Areas (MSA) as defined by the Office of Management and Budget. Nonmetropolitan levels apply to places with populations under 50,000. In addition to the broad metropolitan and nonmetropolitan areas, the Department of Labor identifies three MSAs in California that have unique LLSILs: the San Diego MSA, the Los Angeles/Riverside/Orange County MSA, and the San Francisco/Oakland/San Jose MSA.

**POLICY AND PROCEDURES:**

1. Select the appropriate table for use by your LWIA from the five tables on the attachment. *(In those instances where a LWIA encompasses both metropolitan and nonmetropolitan areas, the State has designated the higher of the LLSIL figures for use within the entire LWIA.)*
2. Use the higher of either the LLSIL or the poverty guidelines, for the appropriate family size, to determine low-income status. A comparison of the applicant's actual family income during the six-month income determination period with the six-month figures on the charts enables the reviewer to immediately determine income status.
3. The LWIBs are required to set the criteria for determining whether employment leads to self-sufficiency. At a minimum, such criteria must provide that self-sufficiency means employment that pays at least 100 percent of the LLSIL established for a LWIA.

**ACTION:**

Notify all affected staff of the changes to the LLSIL and poverty guidelines in this directive.

**INQUIRIES:**

Please direct inquiries about this directive to your assigned Regional Advisor at (916) 653-6347 or Georganne Pintar Baldwin, Local Policy Guidance Unit Manager, at (916) 654-7611.

/S/ BOB HERMSMEIER  
Chief  
Workforce Investment Division

Attachment

**2004 70 PERCENT LOWER LIVING STANDARD INCOME LEVEL (LLSIL)  
AND POVERTY GUIDELINES**

The LLSIL and poverty guidelines are used to establish low-income status and the minimum level for establishing self-sufficiency criteria at the local level. Local Workforce Investment Boards (LWIB) need the LLSIL to determine eligibility for youth, eligibility for employed adult/dislocated workers for certain services, self-sufficiency, and for the Work Opportunity Tax Credit. The LWIBs should consult the Workforce Investment Act (WIA) and its regulations and preamble for more specific guidance.

Tables 1 through 5 show the 70 percent LLSIL and the poverty guidelines for western metropolitan and nonmetropolitan areas, and for three specific Metropolitan Statistical Areas in California. In addition, each LLSIL table includes the 100 percent LLSIL that establishes the Department of Labor's minimum self-sufficiency levels. Each table specifies which areas encompass which Local Workforce Investment Area (LWIA). For a family of one, in all tables, the poverty guidelines exceed the 70 percent LLSIL and, therefore, should be used to establish the low-income status. For all other family sizes, the LLSILs exceed the poverty guidelines. The last column in each table shows the amount to be added to the figure for a family of six for each additional family member.

Since the income received during the six-month period immediately prior to the individual's application for WIA funded services is used for income determination, each chart below shows the six-month, as well as the annual, figures for each family size. A comparison of the applicant's actual family income during the six-month income determination period with the six-month figures on the charts enables the reviewer to immediately determine a family's income.

**Effective Dates:** LLSIL: June 25, 2004  
Poverty Guidelines: February 13, 2004

Table 1—San Diego Metropolitan Statistical Area							
LWIAs	San Diego						
Family Size							
	1	2	3	4	5	6	Each Add'l add
<b>70% LLSIL</b>							
Annual	\$ 9,070	\$ 14,860	\$ 20,400	\$ 25,180	\$ 29,720	\$ 34,750	\$ 5,030
6 Months	\$ 4,535	\$ 7,430	\$ 10,200	\$ 12,590	\$ 14,860	\$ 17,375	\$ 2,515
100%	\$ 12,950	\$ 21,230	\$ 29,140	\$ 35,970	\$ 42,450	\$ 49,640	\$ 7,190
<b>Poverty Guidelines</b>							
Annual	\$ 9,310	\$ 12,490	\$ 15,670	\$ 18,850	\$ 22,030	\$ 25,210	\$ 3,180
6 Months	\$ 4,655	\$ 6,245	\$ 7,835	\$ 9,425	\$ 11,015	\$ 12,605	\$ 1,590

**Table 2—Los Angeles/Riverside/Orange County Metropolitan Statistical Area**

<b>LWIAs</b>	Anaheim Carson/Lomita/Torrance Foothill Long Beach Los Angeles City	Los Angeles County Orange County Riverside County Santa Ana San Bernardino City	San Bernardino County SELACO South Bay Ventura Verdugo				
<b>Family Size</b>							
	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>Each Add'l add</b>
<b>70% LLSIL</b>							
Annual	\$ 8,300	\$ 13,600	\$ 18,680	\$ 23,050	\$ 27,200	\$ 31,810	\$ 4,610
6 Months	\$ 4,150	\$ 6,800	\$ 9,340	\$ 11,525	\$ 13,600	\$ 15,905	\$ 2,305
100%	\$ 11,860	\$ 19,430	\$ 26,670	\$ 32,920	\$ 38,850	\$ 45,430	\$ 6,580
<b>Poverty Guidelines</b>							
Annual	\$ 9,310	\$ 12,490	\$ 15,670	\$ 18,850	\$ 22,030	\$ 25,210	\$ 3,180
6 Months	\$ 4,655	\$ 6,245	\$ 7,835	\$ 9,425	\$ 11,015	\$ 12,605	\$ 1,590

**Table 3—San Francisco/Oakland/San Jose Metropolitan Statistical Area**

<b>LWIAs</b>	Alameda Contra Costa Marin Napa NOVA	Oakland Richmond San Francisco San Jose San Mateo	Santa Cruz Solano Sonoma				
<b>Family Size</b>							
	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>Each Add'l add</b>
<b>70% LLSIL</b>							
Annual	\$ 8,790	\$ 14,400	\$ 19,770	\$ 24,400	\$ 28,800	\$ 33,680	\$ 4,880
6 Months	\$ 4,395	\$ 7,200	\$ 9,885	\$ 12,200	\$ 14,400	\$ 16,840	\$ 2,440
100%	\$ 12,550	\$ 20,570	\$ 28,240	\$ 34,860	\$ 41,140	\$ 48,110	\$ 6,970
<b>Poverty Guidelines</b>							
Annual	\$ 9,310	\$ 12,490	\$ 15,670	\$ 18,850	\$ 22,030	\$ 25,210	\$ 3,180
6 Months	\$ 4,655	\$ 6,245	\$ 7,835	\$ 9,425	\$ 11,015	\$ 12,605	\$ 1,590

**Table 4—Other Metropolitan Areas**

LWIAs	Fresno		NoRTEC			Stanislaus	
	Golden Sierra	Kern/Inyo/Mono	North Central	Sacramento	San Joaquin	Tulare	Yolo
	Merced	Monterey	Santa Barbara				
Family Size							
	1	2	3	4	5	6	Each Add'l add
<b>70% LLSIL</b>							
Annual	\$ 8,100	\$ 13,270	\$ 18,220	\$ 22,490	\$ 26,540	\$ 31,040	\$ 4,500
6 Months	\$ 4,050	\$ 6,635	\$ 9,110	\$ 11,245	\$ 13,270	\$ 15,520	\$ 2,250
100%	\$ 11,570	\$ 18,960	\$ 26,030	\$ 32,130	\$ 37,920	\$ 44,340	\$ 6,420
<b>Poverty Guidelines</b>							
Annual	\$ 9,310	\$ 12,490	\$ 15,670	\$ 18,850	\$ 22,030	\$ 25,210	\$ 3,180
6 Months	\$ 4,655	\$ 6,245	\$ 7,835	\$ 9,425	\$ 11,015	\$ 12,605	\$ 1,590

**Table 5—Nonmetropolitan Areas**

LWIAs	Humboldt		Mother Lode				
	Imperial	Kings	San Benito	San Luis Obispo			
	Madera	Mendocino					
Family Size							
	1	2	3	4	5	6	Each Add'l add
<b>70% LLSIL</b>							
Annual	\$ 7,850	\$ 12,870	\$ 17,660	\$ 21,800	\$ 25,730	\$ 30,090	\$ 4,360
6 Months	\$ 3,925	\$ 6,435	\$ 8,830	\$ 10,900	\$ 12,865	\$ 15,045	\$ 2,180
100%	\$ 11,220	\$ 18,380	\$ 25,230	\$ 31,140	\$ 36,750	\$ 42,980	\$ 6,230
<b>Poverty Guidelines</b>							
Annual	\$ 9,310	\$ 12,490	\$ 15,670	\$ 18,850	\$ 22,030	\$ 25,210	\$ 3,180
6 Months	\$ 4,655	\$ 6,245	\$ 7,835	\$ 9,425	\$ 11,015	\$ 12,605	\$ 1,590