



INDIANA  
**WORKFORCE**  
DEVELOPMENT  
AND ITS **WorkOne** CENTERS

**TO:** Indiana's Workforce Investment System

**FROM:** Dennis Wimer, Deputy Commissioner  
Field Operations

**DATE:** October 4, 2013

**SUBJECT:** DWD Policy 2013-10  
Implementation of the *Jobs for Hoosiers Act*

**PURPOSE**

To formally establish policy for implementation of the *Jobs for Hoosiers Act*. This Act, authorized by PL 154-2013, establishes the State REA (State Re-Employment and Assessment) program and requires the participation of UI (Unemployment Insurance) recipients.

**CONTENT**

**Background:**

The purpose of the *Jobs for Hoosiers* REA program is to:

- Help UI recipients return to work more quickly and enter a high-demand, high-wage career path.
- Reduce weeks of unemployment.
- Improve the solvency of the UI trust fund.
- Reduce fraudulent UI claims.

The *Jobs for Hoosiers* REA program will also provide an opportunity to reach more potential customers and make them aware of services provided by the WorkOne® system.

Public Law 154-2013 (HEA 1457) established an REA program for state unemployment insurance recipients. The pertinent sections of the act are stated below:

*An unemployed individual shall be eligible to receive benefits with respect to any week only if the individual: ...*

*(4) participates in reemployment services and reemployment and eligibility assessment activities when directed by the department...*

*For purposes of this section, reemployment services and reemployment and eligibility assessment activities provided to an individual:*

*(1) must include:*

- (A) orientation to the services available through a one stop center (as defined by IC22-4.5-2-6);*
- (B) provision of labor market and career information;*
- (C) assessment of the individual's workforce and other job related skills; and*
- (D) a review of the individual's work search efforts;*

*(2) may include:*

- (A) comprehensive and specialized assessments;*
- (B) individual and group career counseling;*
- (C) training services;*
- (D) additional services to assist the individual in becoming reemployed;*
- (E) job search counseling; and*
- (F) development and review of the individual's reemployment plan that includes the individual's participation in job search activities and appropriate workshops.*

*The department may require an individual participating in reemployment and eligibility assessment activities described in this section to provide proof of identity.*

## **Overview**

Participation in the *Jobs for Hoosiers* program will be required of any Indiana resident receiving State regular UI benefits after they file their fourth week of benefits. They may be waived from participation if they meet the following criteria:

- Has participated in the federal REA grant program, WPRS (Worker Profiling Reemployment Eligibility Services) or federally required EUCREA services in the past 3 months (13 weeks); OR
- Is enrolled in full time training approved by the Department of Workforce Development (DWD) including WIA (Workforce Investment Act) and TAA (Trade Adjustment and Assistance) funded training.

Claimants failing to report for their scheduled orientation or refusing to complete the required services without good cause will be subject to denial of and/or suspension of benefits until such time as they participate in the required services.

The *Jobs for Hoosiers* REA program will operate in each full service WorkOne® and One Stop Operators are encouraged to offer the program in WorkOne Express offices where feasible. With the exception of UI adjudication activities, *Jobs for Hoosiers* REA services are Core level services and both DWD and service provider staff can provide them. WorkOne® staff should use the occasion of the claimants' visit as an opportunity to assess their need for and promote the use of additional services. During periods of high claim activities, WorkOne® Centers may schedule claimants for up to 4 weeks in the future to manage the workload.

#### Process

A list will be created in TrackOne (the WorkOne® client database) each week of those recipients who have filed for a fourth week of benefits. This list will include those who have not been selected for federal REA and WPRS. Letters will be sent to recipients instructing them to complete the following:

- Register, review labor market information and complete skills assessments in Indiana Career Connect (*IndianaCareerConnect.com*);
- Complete a log of the work searches for the last four weeks; and
- Report to a WorkOne® Center for the Orientation Workshop and a review of their work search log and required activities.

The letter will be mailed at such a time that the UI recipients will have a minimum of 7 days advance notice of the day they are to report to the WorkOne® Center. WorkOne® staff will determine whether UI recipients have completed the required activities and, if not, direct them to do so upon visiting the office for their scheduled orientation.

When UI recipients report to the WorkOne® Center for orientation, they will be required to verify their identity. An affidavit will be provided for those without suitable identification.

As part of the orientation, UI recipients should be encouraged to participate in additional services. Participation in additional services is optional and not a program requirement.

WorkOne® staff will review work search documentation to determine whether UI recipients are making an acceptable effort of work search and, if not, explain the requirement in DWD Policy2011-04, Continuing Eligibility for Regular State Unemployment Benefits. UI recipients seeking work search assistance should be directed to job seeking skills workshops offered in the WorkOne.

Upon completion of scheduled orientations, staff will notify designated UI staff of UI recipients who did not report. Designated UI staff will then enter and adjudicate a 'reporting requirement' issue created especially for the *Jobs for Hoosiers* REA program.

All services and/or failures to participate will be entered into TrackOne. Reports on program performance and for program management will be created and distributed as appropriate.

It is the intent of DWD to automate as much of this process as possible so WorkOne® staff can focus on providing value added services to these customers to accomplish the main goal of the program, which is to assist claimants in their efforts to return to employment as quickly as possible.

**OWNERSHIP**

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**EFFECTIVE DATE**

New UI claims filed on or after September 1, 2013 will subject to this program. The first list of claimants to serve should be available to WorkOnes during the week beginning October 6, 2013.

**ENDING DATE**

Upon rescission

**ACTION**

One Stop Operators, Service Providers, DWD Managers and WorkOne staff should be aware of this policy and be prepared to implement it upon issuance of the Technical Assistance Bulletin with detailed program Instructions.