

ASSET Changes Implemented

The following changes to ASSET will be implemented on **July 16, 2020**.

Document Upload Functionality Added

Primary goals to make document management more efficient, reduce duplications of documents and efforts, and keep functionality simple.

- Staff can upload/manage documents for customers in ASSET (Search for and select a customer, then click Documents in the left menu)
- Customers can upload documents using JCW, either by clicking the 'My Documents' button from the Jobseeker page or using My Accounts in the header.
- Notifications will appear in the ASSET header for documents uploaded by any customers on your caseload.

Watch [this training video](#) to learn more about the changes.

Disaster Relief services for COVID-19

Our new Dislocated Worker Grant (DWG) allows us to serve DWs and some individuals who are not dislocated workers. To track these individuals, we made the following changes to ASSET:

1. Renamed "Disaster Recovery Employment" service to "Disaster-Relief Employment".
2. Added the Disaster-Relief Employment service to the Adult program under the Individualized Career Services category.

Program Area:

Service Category:

Service Name	Service Description
Career Planning	Providing job, education, and career counseling, including assistance in choosing an occupation and identifying general steps to be taken to achieve success in that occupation.
Comprehensive Individualized or Specialized Assessment	Additional individualized or specialized assessment of skill levels, service needs, employment barriers and appropriate employment goals which may include (1) diagnostic testing and assessment tools or (2) in-depth interviewing and evaluation.
Disaster-Relief Employment	Temporary employment under a DWG Disaster Recovery Grant to assist in disaster-related humanitarian services, cleanup, or restoration.

3. Allowed "DWG Funded Grant" as a funding source for the following WIOA Adult services: Eligibility Determination, and all services in the "Support Services" menu.