

ASSET Changes Implemented

The following changes to ASSET will be implemented on **Thursday, October 21st, 2021 at 6:30am.**

Support to Communities Program

A new WIOA program and associated services are being added. The Support to Communities program is intended ONLY for use by the WDBs awarded sub-contracts for this grant. This new program is intended to replace the current method of forcing co-enrollment in a Title 1 Adult or Dislocated Worker program and is a part of Common Exit. Additionally, youth participants will now be able to be properly recorded in ASSET for Support to Communities.

The new WIOA program is available in the Eligible Programs list in ASSET:

[Home](#) / [Customer Search](#) / [Customer Details](#) / [Program Summary](#) / [Add Program](#)

Add Program

Eligible Programs

Program Name	Program Area	Description
Title 1 Adult	Adult	Title 1 Program Registration Open - May Add Adult
Title 1 Dislocated	Dislocated	Title 1 Program Registration Open - May Add Dislocated
TAA		TAA - Program Registration for TAA
Title 3		WP - Program Registration for Title 3
Incumbent Worker		IW - Program Registration for Incumbent Worker
Support to Communities		Support to Communities Grant
DOC Re-Entry		DOC Re-Entry Program
SAE2020 Grant for Apprenticeship		SAE2020 Grant for Apprenticeship
ASE Grant for Apprenticeship		ASE Grant for Apprenticeship
H-1B Rural Healthcare Grant - COW		H-1B Rural Healthcare Grant - COW
Apprenticeship Pipeline		Apprenticeship Pipeline program

11 row(s) found.

Prior to adding the new program record, additional fields are required on the customer record beyond the 5 basic customer elements. Users will be directed to return to the customer record for provision of the missing data. A list of the required data will be displayed and, once provided, selection of the "Save and Continue" button will navigate users back to the program record:

[Home](#) / [Customer Search](#) / [Customer Details](#) / [Program Summary](#) / [Program Details](#)

Program Details

Save

Delete

Event History

There are missing Customer Details. Please use the 'Go to Customer' button to navigate to the Customer Details page.

Go to Customer

General Program Summary

STC

General Program Summary:

Program Name:

Support to Communities

*

Registration Date:

[mm/dd/yyyy]

Set As Today

Participation/Enrollment Date:

Exit Date:

*

Education Status:

*

Highest School Grade Completed:

*

Employment Status:

General Program Summary

General Program Summary:

Customer Details

Save Save and Continue Delete

Event History

Please be aware!

- Demographics Tab: Please provide a value for Ethnicity!

Contact Details Demographics Military Service Case Management Info Job Center of Wisconsin

Please correct the following:

- Contact Details Tab: Missing SSN.
- Contact Details Tab: Missing Residence Address Line 1.
- Contact Details Tab: Missing Residence City.
- Contact Details Tab: Missing Residence State.
- Contact Details Tab: Missing Residence Zip.
- Contact Details Tab: Missing Residence County.
- Demographics Tab: Race is required, please select at least one.
- Demographics Tab: Missing Limited English Language.
- Demographics Tab: Missing Individual with a Disability.
- Military Service Tab: Missing Military Service.
- Case Management Info Tab: Missing Current Education Status.
- Case Management Info Tab: Missing Current Highest School Grade Completed.
- Case Management Info Tab: Missing Current Employment Status.
- Case Management Info Tab: Missing Current Unemployment Insurance Programs (U.I.).

Contact Details

Contact Information:

PIN: 26075

* Intake Date: 10/18/2021 [mm/dd/yyyy]

Set As Today

The Support to Communities program record includes a list of multiple fields to be filled out, aligning with WIOA requirements for federal reporting.

Support to Communities Services

Following successful save of the program record, several services must be recorded for the program. In order to add subsequent services, the following must be recorded for the individual with a value of "Completed this Service" saved for the "Completion Code" of each:

- Eligibility Determination
 - "Eligible" must = "Yes"
- IEP Development or Review
- Initial Assessment of Interests, Skill Levels & Supportive Service Needs
- Comprehensive Individualized or Specialized Assessment

[Home](#) / [Customer Search](#) / [Customer Details](#) / [Services Summary](#) / [Add Service](#)

Service Eligibility

Program Information - Support to Communities

Service Name	Service Description
Eligibility Determination	Applying information collected during program registration to the eligibility criteria to see if an individual is eligible for the program
IEP Development or Review	Developing or reviewing a plan that identifies the participant's employment goals, appropriate achievement objectives, supportive service needs, and the appropriate combination of services for the participant to achieve their employment goals.
Initial Assessment of Interests, Skill Levels & Supportive Service Needs	Initial assessment of skill levels (includes literacy, numeracy, and English language proficiency), aptitudes and interests, and supportive service needs given to all participants, which forms the basis of future services.
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.
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.
Childcare Assistance	Receiving or authorized to receive Title 1B child care assistance.
Customized Training	Engaged in training customized for a specific employer/individual, for which the employer pays a significant portion of the cost of training. Not ITA eligible.
Housing Assistance	Provided housing assistance or information.
Individual Employment Counseling	Participant involvement in an individual employment counseling session with a licensed counselor.
Information about Eligible Training Programs (ETPs)	The State list of eligible training providers (including performance and cost information) was given to the customer.

Intake and Orientation	Providing introductory information about the job center, including programs and services, in an individual or group setting.
Job Development	Helping an individual get a job interview where there is no published job opening.
Job Readiness Training	In training designed to improve skills in seeking and retaining employment. ITA eligible when provided in conjunction with occupational classroom, OJT, incumbent worker training, programs that combine workplace training with related instruction, entrepreneurial training, or transitional jobs.
Job Referral/Placement Assistance	Bringing one or a group of registered job seekers who are available for a posted job to the attention of an employer.
Job Requirements Information	Staff reviews with participant the knowledge, skills and abilities needed for a specific job or type of job and discusses how to develop them.
Job Search Assistance	Assistance in planning and carrying out a successful job hunting strategy.
Occupational Classroom	Engaged in an organized program of study consisting of one or more courses or classes, which when successfully completed leads to one or more of: a recognized postsecondary credential, employment, measurable skills gains towards a recognized credential. ITA eligible.
On-The-Job Training	Limited-term, onsite training provided to a participant by their employer under contract with the WDB. The participant's wages are subsidized by the program. Not ITA eligible.
Other Support Service Assistance	Provided with support service not elsewhere describe.
Referral	Connecting an individual to, and/or providing information about, another program or resource.
Résumé Development	Assistance in creating or improving a résumé.
Transportation Assistance	Assistance to cover cost of transportation to and from WIOA-approved activities. Reimbursement for mileage driven by clients engaged in TAA Approved Training at a facility beyond their normal commuting distance.
Workforce Preparation	Providing services designed to help the participant acquire skills necessary for successful transition into and completion of postsecondary education or training, or employment. Examples: basic academic skills (through the grade 8.9 level); critical thinking skills; digital literacy skills; and competencies in using resources, using information, and understanding systems.

Additional Functionality

Support to Communities is now an available program of selection for the following, most commonly referred to as "STC":

- ASSET Reports – The following reports can be filtered by STC:
 - Case Load
 - Exit Warning
 - Exited
 - Supplemental Data
- Measurable Skill Gains
- EFL Test Scores
- Follow-Up Credentials
- Follow-Up Quarterly Statuses
- Document Uploads
- Staff Requests