

SELF-SUFFICIENCY POLICY

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Municipal Integrated Services Alliance, Inc. (AMSI)

I. Introduction

Alianza Municipal de Servicios Integrados, Inc. (AMSI), in its role as a Local Workforce Development Board under the Workforce Innovation and Opportunity Act (WIOA), establishes this policy to define the criteria for determining self-sufficiency among participants in programs under Title I.

In accordance with WIOA and applicable federal regulations, self-sufficiency is used as a measure to assess whether a participant's employment or income allows them to sustain themselves economically in the labor market.

II. Applicability

This policy applies to all staff, operators, service providers, and personnel responsible for determining eligibility, delivering services, and monitoring participants under the Adult, Dislocated Worker, and Youth programs, as applicable.

III. Policy Statement

A. Definition of Self-Sufficiency

A participant shall be considered self-sufficient when their individual income is equal to or exceeds the level established in the current Lower Living Standard Income Level (LLSIL) guidelines for the applicable program year.

Additionally, self-sufficiency is defined as the participant's ability to maintain employment and meet their basic needs on a sustained basis.

B. Primary Determination Criteria

- The participant's income will be compared to the current LLSIL approved for the program year.
- A participant will be considered self-sufficient if their income meets or exceeds this level.

This criterion will serve as the primary basis for:

- Determining the need for services.
- Evaluating participant progress.
- Supporting decisions related to training services.

C. Additional Considerations

For purposes of documentation and analysis, the following factors may also be considered when evaluating self-sufficiency:

- Type of employment (full-time or part-time).
- Consistency of income.
- Employment stability.
- Alignment of employment with the participant's career plan.

These factors do not replace the LLSIL standard but may be used to support decision-making and service justification.

D. Assessment and Documentation

The determination of self-sufficiency requires:

- Verification of the participant's income.
- Comparison with the current LLSIL guidelines.
- Documentation of supporting evidence in the participant's file.
- Recording of the determination in accordance with AMSI procedures.

IV. Repeal

This policy repeals and replaces the previous Self-Sufficiency Policy approved on September 30, 2016, as well as any prior rule, procedure, or directive that conflicts with the provisions established herein.

V. Interpretation

In this policy, words or phrases used in masculine include feminine. This style of writing is not intended to imply the supremacy of one sex over the other.

VI. Digital Signature

The parties hereby agree that this document may be executed electronically, and that digital signatures shall carry the same legal validity, binding effect, and evidentiary value as handwritten signatures. The parties further acknowledge their right to sign manually but voluntarily consent to the use of electronic signatures.

Municipal Integrated Services Alliance, Inc. (AMSI)

VII. Review

I certify that this policy has been developed and reviewed in accordance with the principles and quality standards established by our organization.



Ana G. Arias-Villasuso
Assistant Administrator of Research &
Development

VIII. Monitoring and Oversight

We certify that we have reviewed this policy and are committed to ensuring compliance with the provisions of this policy and to follow up as necessary to identify and communicate any changes that need to be implemented so that it is kept up to date. In addition, we will discuss the document with the collaborators responsible for the tasks described, who will sign the form 9-9.82 Certification Orientation and Discussion that will be attached to the original in the Research and Development Division.



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IX. Recommendation

I recommend the adoption of this policy and certify that it meets the operational needs of our organization.



Dr. Joaquín Santiago Santos
Executive Administrator

X. Effective Date

This policy will be effective upon approval and will remain in effect until process changes or new guidelines are required. At that time, it will be reviewed and updated in accordance with the procedures established for the control of documents.

XI. Approval

This revision to the Public Policy aimed at Self-Sufficiency is approved today, June 24,

2026.



Jorge L. Cosme Oyola
Secretary
AMSI, Inc.



Alberto R. Costa Berríos
President
AMSI, Inc.