

DISABILITY EMPLOYMENT INITIATIVE (DEI)

DEI Alphabet Soup

This document contains a list of common acronyms used in the disability employment field, along with their title/phrase and a brief description included in chart form with a web link to find more information, if applicable.

The DEI Alphabet Soup includes common terms associated with the following categories:

- Disability Employment Initiative
- Ticket to Work Program
- Workforce Innovation and Opportunity Act
- National Technical Assistance and Resource Centers
- Other Federal Programs and Initiatives

This list is not meant to be all-inclusive, but rather highlight some of the more commonly used acronyms. This chart will be updated as needed. Please feel free to recommend common acronyms for consideration to lgleneck@ndi-inc.org.

Prepared for the Disability Employment Initiative by the NDI Technical Assistance Team / U.S. Department of Labor, updated February 2018.

This project has been funded, either wholly or in part, with Federal funds from the Department of Labor under Contract Number DOLJ131A22067. The contents of this publication do not necessarily reflect the views or policies of the Department of Labor, nor does mention of trade names, commercial products, or organizations imply endorsement of same by the U.S. Government.

DEI Alphabet Soup Table of Contents

Acronym	Title Phrase	Page #
DISABILITY EMPLOYMENT INITIATIVE		
• ARC	Active Resource Coordination	5
• ASL	American Sign Language	5
• AT	Assistive Technology	5
• CE	Customized Employment	5
• CIE	Competitive Integrated Employment	5
• CIL	Center for Independent Living	6
• CoP	Community of Practice	6
• CP	Career Pathways	6
• DEI	Disability Employment Initiative	6
• DOL	U.S. Department of Labor	7
• DPN	Disability Program Navigator Initiative	7
• DRC	Disability Resource Coordinator	7
• EF	Employment First	7
• ETA / ODEP	Employment and Training Administration (ETA) and Office of Disability Employment Policy (ODEP)	7
• FAQ	Frequently Asked Question	8
• FPO	Regional DOL Federal Project Officer	8
• ILP	Individual Learning Plan	8
• IRT	Integrated Resource Team	8
• LEAD Center	National Center on Leadership for the Employment and Advancement of People with Disabilities	9
• MOU / MOA	Memorandum of Understanding (MOU) and Memorandum of Agreement (MOA)	9
• NCWD/Youth	National Collaborative on Workforce and Disability for Youth	9
• NDI-DEI TA Team	National Disability Institute Training and Technical Assistance Team	9
• OJT	On-the-Job Training	10
• P&A	Protection and Advocacy Systems Grantees	10
• TA	Technical Assistance	10
• TEGL / TEN	Training and Employment Guidance Letter (TEGL) and Training and Employment Notice (TEN)	10
• UD	Universal Design	10
• WFGPS	WorkforceGPS Workforce System Web Portal	11
TICKET TO WORK PROGRAM		
• Admin EN	Administrative Employment Network	11
• APOR	Annual Performance Outcome Report	11
• BPQY	Benefits Planning Query	11

Acronym	Title Phrase	Page #
• CDR	Continuing Disability Review	11
• CDS	Consumer Directed Services	11
• COLA	Cost-of-Living Adjustment	12
• CWIC	Community Work Incentives Coordinator	12
• EN	Employment Network	12
• EPE	Extended Period of Eligibility	12
• IPE	Individual Plan for Employment	12
• IWP	Individual Work Plan	12
• PII	Personally Identifiable Information	12
• RFA	Request for Applications	12
• SAM	System for Award Management	13
• SGA	Substantial Gainful Activity	13
• SSA	Social Security Administration	13
• SSI	Supplemental Security Income (Title XVI)	13
• SSDI	Social Security Disability Insurance (Title II)	13
• TTW	Ticket to Work and Self-Sufficiency Program	13
• TPA	Ticket Program Agreement	14
• TPM	Ticket to Work Program Manager	14
• TPR	Timely Progress Review	14
• TWP	Trial Work Period	14
• WI	Work Incentives	14
• WIPA	Work Incentives Planning and Assistance Program	14
• WISE	Work Incentives Seminar Events	14
WORKFORCE INNOVATION AND OPPORTUNITY ACT		
• AJC	American Job Center (also known as One-Stop Centers)	15
• CBO	Community Based Organization	15
• CCD	Customer Centered Design	15
• CTE	Career and Technical Education	15
• DVOP / LVER	Disabled Veterans Outreach Program (DVOP) and Local Veterans Employment Representative Program (LVER)	15
• ETPL	Eligible Training Provider List	16
• IEP	Individual Employment Plan	16
• ISS	Individual Service Strategy Plan	16
• ISY	In-School Youth	16
• ITA	Individual Training Account	17
• LMI	Labor Market Information	17
• LWDA	Local Workforce Development Area	17
• MIS	Management Information System	17

Acronym	Title Phrase	Page #
• NASWA	National Association of State Workforce Agencies	17
• NAWB	National Association of Workforce Boards	17
• NAWDP	National Association of Workforce Development Professionals	17
• OSY	Out-of-School Youth	17
• SWDB / LWDB	State Workforce Development Board (SWDB) and Local Workforce Development Board (LWDB)	18
• VETS	Veterans Employment and Training Services	18
• VR	Vocational Rehabilitation	18
• WIOA	Workforce Innovation and Opportunity Act	18
<u>NATIONAL TECHNICAL ASSISTANCE AND RESOURCE CENTERS</u>		
• ADATA	Americans with Disabilities Act National Network	19
• BLN	Business Leadership Network	19
• EARN	Employer Assistance and Resource Network on Disability Inclusion	19
• JAN	Job Accommodation Network	19
• PEAT	Partnership on Employment and Accessible Technology	19
• WINTAC	Workforce Innovation Technical Assistance Center	20
• Y-TAC	Youth Technical Assistance Center	20
<u>OTHER FEDERAL PROGRAMS AND INITIATIVES</u>		
• ABLE Account	Achieving a Better Life Experience Act Account	20
• ACL	Administration on Community Living	20
• ADAAA	Americans with Disabilities Act as Amended	20
• CMS	Centers for Medicare and Medicaid	20
• DRIVE	Data and Resources to Inspire a Vision of Employment	20
• EEOC	U.S. Equal Employment Opportunity Commission	21
• EITC	Earned Income Tax Credit	21
• EOO	Equal Opportunity Officer	21
• HCBS	Home and Community Based Services	21
• NCD	National Council on Disability	21
• OSERS	Office of Special Education and Rehabilitative Services	21
• RSA	Rehabilitation Services Administration	22
• SCSEP	Senior Community Service Employment Programs	22
• TAA	Trade Adjustment Assistance	22
• TANF	Temporary Assistance for Needy Families	22
• WOTC	Work Opportunity Tax Credit	22

ANNOTATED DEI ALPHABET SOUP

Acronym	Title / Phrase
DISABILITY EMPLOYMENT INITIATIVE	
<ul style="list-style-type: none"> • ARC 	<p>Active Resource Coordination Coordination of program services to job seekers who experience disabilities and/or multiple challenges to employment, including Ticket eligible customers, who require a more intensive level of support in order to access services. It is the first step in the Integrated Resource Team (IRT) process, because customers who could benefit from IRT support will need to progress through a Job Center’s customer flow in order to be enrolled in WIOA Title I Intensive/Training services. Ensuring that the AJC’s customer flow is accessible to these customers is a necessary step in providing IRT supports. To learn more, please visit.</p>
<ul style="list-style-type: none"> • ASL 	<p>American Sign Language A visual language used to convey information through the shape, placement, and movement of the hands, as well as facial expressions and body movements. ASL is its own language requiring interpreter services between ASL speakers and speakers of other languages, including English.</p>
<ul style="list-style-type: none"> • AT 	<p>Assistive Technology An umbrella term that includes assistive, adaptive, and rehabilitative devices for people with disabilities and includes the process used in selecting, locating, and using them. To learn more, visit the Assistive Technology Industry Association and Partnership on Employment & Accessible Technology.</p>
<ul style="list-style-type: none"> • CE 	<p>Customized Employment A flexible process designed to personalize the employment relationship between a job candidate and an employer in a way that meets the needs of both. It is based on an individualized match between the strengths, skills, and interests of a job candidate and the identified business needs of an employer. To learn more, visit DOL Office of Disability Employment Policy.</p> <p>DEI tests customized employment services strategies within the public workforce system to help job seekers with significant disabilities participate in customized career pathways programs.</p>
<ul style="list-style-type: none"> • CIE 	<p>Competitive Integrated Employment DEI defines competitive integrated employment as jobs held by people with disabilities in typical workplace settings where the majority of persons employed are not persons with disabilities, where they earn at least minimum wage, and where they are paid directly by the employer. These individuals may be in jobs without dedicated support, in jobs in</p>

Acronym	Title / Phrase
	<p>which they are supported to learn and perform tasks that are associated with a standard job description, or in customized employment.</p> <p>DEI cooperative agreements are vehicles for driving implementation of several of WIOA's disability-related provisions, and provide effective strategies for the public workforce system/AJC network to promote competitive integrated employment of individuals with disabilities, including those with significant disabilities.</p>
<ul style="list-style-type: none"> • CIL 	<p>Center for Independent Living A consumer-controlled, community-based, cross-disability agency, represented by the National Council on Independent Living that is designed and operated within a local community by individuals with disabilities and provides an array of independent living services. At a minimum, CILs provide information and referral, independent living skills training, individual and systems advocacy, and peer counseling. To locate your nearest CIL and learn more about how it can provide community-based support to AJCs, please visit.</p>
<ul style="list-style-type: none"> • CoP 	<p>Communities of Practice Peer learning to improve problem-solving skills and opportunity to network and strengthen relationships leading to an enhanced peer-to-peer support model. Check out DEI peer communities on the DEI Collection and the Disability and Employment and other communities on WorkforceGPS. Ask your TA Liaison about partner communities of interest and to learn how you can get involved.</p>
<ul style="list-style-type: none"> • CP 	<p>Career Pathways Career pathways have the goal of increasing individuals' educational and skills attainment and improving their employment outcomes while meeting the needs of local employers and growing sectors and industries. Career pathway programs offer a clear sequence, or pathway, of education coursework and training credentials aligned with employer-validated work readiness standards and competencies. Learn more by visiting the WorkforceGPS Career Pathways CoP.</p> <p>DEI grantees support job-driven approaches in career pathway systems and programs to equip individuals with disabilities with the skills, competencies, and credentials necessary to help them obtain in-demand jobs, increase earnings, and advance their careers. To learn more about DEI Projects and Career Pathway strategies, please visit.</p>
<ul style="list-style-type: none"> • DEI 	<p>Disability Employment Initiative A joint collaboration between the U.S. Department of Labor Employment and Training Administration and Office of Disability Employment Policy to provide DEI grants to State workforce systems. DEI grantees' goals are to improve the employment outcomes of adults (age 18 and over) and youth (ages 14-24) with disabilities including individuals with significant disabilities by increasing their participation in</p>

Acronym	Title / Phrase
	career pathways systems and successful existing programs. DEI funds are authorized by Section 169, subsection (b), of WIOA. Access the WorkforceGPS DEI Collection Site to learn more about the DEI.
<ul style="list-style-type: none"> • DOL 	<p>US Department of Labor The U.S. Department of Labor, including its agencies and organizational units. Its mission is to foster, promote, and develop the welfare of the wage earners, job seekers, and retirees of the United States; improve working conditions; advance opportunities for profitable employment; and assure work-related benefits and rights.</p>
<ul style="list-style-type: none"> • DPN 	<p>Disability Program Navigator Initiative The U.S. DOL Employment and Training Administration funded 51 DPN Initiative cooperative agreements from 2003 -2010 to states, the District of Columbia, Puerto Rico, Guam and the Virgin Islands to improve services in the One-Stop Career Center system and improve employment outcomes of persons with disabilities. This initiative, which preceded the DEI, supported dedicated staff (Navigators) with disability expertise located in local workforce development areas.</p>
<ul style="list-style-type: none"> • DRC 	<p>Disability Resource Coordinator Dedicated local-level staff with workplace and disability experience and expertise. DRCs work in cooperation with the local and state-level DEI project leadership to carry out the goals of the DEI including implementation of the strategic approaches identified in the project's statement of work. Visit the DEI Collection Disability Resource Coordinators page to learn more including accessing links to tools and resources.</p>
<ul style="list-style-type: none"> • EF 	<p>Employment First A priority area of the U.S. Department of Labor Office of Disability Employment Policy. Employment First is a framework for systems change that is centered on the premise that all citizens, including individuals with significant disabilities, are capable of full participation in integrated employment and community life. To learn more, visit.</p> <p>Check with project leadership to learn whether your state is part of an EF taskforce, and, if so, how it is-or can be-connected to DEI project activities.</p>
<ul style="list-style-type: none"> • ETA / ODEP 	<p>The national DEI Program Office consists of the U.S. Department of Labor's Employment and Training Administration (ETA) DisAbility Online and Office of Disability Employment Policy (ODEP) and it:</p> <ul style="list-style-type: none"> • Develops and implements workforce disability policy and program initiatives to address structural, programmatic, and systemic employment challenges for people with disabilities; provides guidance and technical assistance to the public workforce system; compiles and disseminates resources, tools, and best practices to the public workforce system; develops the regulations and provides guidance and technical assistance on WIOA; develops and issues

Acronym	Title / Phrase
	<p>the Funding Opportunity Announcement, determines funding allocations, issues annual grant planning instructions and grant awards and modifications involving changes in Statement of Work or funding levels; and establishes performance measures associated with the Government Performance and Results Act.</p> <ul style="list-style-type: none"> Provides policy clarification, program technical assistance, and guidance to Grantees, FPOs, and the NDI-DEI team in support of the DEI; works closely with FPOs and the NDI-DEI team in the development of technical assistance and program requirements; and conducts extensive coordination across other ETA and ODEP offices and programs, and Federal agencies. In addition, it closely coordinates with the DEI Evaluation Team.
<ul style="list-style-type: none"> FAQ 	<p>Frequently Asked Question A commonly asked question or questions along with an answer.</p>
<ul style="list-style-type: none"> FPO 	<p>Regional DOL Federal Project Officer FPOs are located in the six ETA Regional offices and serve as the Grant Officer’s technical representative to the DEI cooperative agreement. Regional FPOs conduct desk and on-site monitoring of the grant and are the primary federal contact with the grantee.</p>
<ul style="list-style-type: none"> ILP 	<p>Individual Learning Plan DEI activities include aligning adult and youth career pathways programs with the use of ILPs, which allow the individual to identify and define career goals and postsecondary plans and to make informed decisions regarding course selection and other educational requirements.</p> <p>An ILP is a document consisting of course taking and post-secondary plans aligned to career goals; and documentation of the range of college and career readiness skills that the student has developed. It is also a process that enhances the relevance of school and out-of-school learning opportunities, and provides access to career development opportunities that involve building skills in self-exploration, career exploration, and career planning and management. For more information, visit.</p>
<ul style="list-style-type: none"> IRT 	<p>Integrated Resource Team A promising practice identified by the DPN Initiative whereby a team comprised of representatives from different agencies and service systems (both general workforce and disability-specific) coordinate services and leverage funding to meet the employment needs of an individual job seeker with a disability. The job seeker is the key member of the IRT and works with providers to identify and strategize how their combined services and resources can benefit and support the individual’s education, training, or employment goals. Visit the DEI IRT Information and Resources page to learn more.</p>

Acronym	Title / Phrase
	<p>DEI activities include using the IRT approach to bring together public and private sector representatives at the local AJC and community level to integrate services and supports, “blend” and “braid” funds, and leverage resources across multiple service delivery systems.</p>
<ul style="list-style-type: none"> • LEAD Center 	<p>National Center on Leadership for the Employment and Advancement of People with Disabilities A collaborative of disability, workforce and economic empowerment organizations dedicated to improving employment and economic advancement outcomes for all people with disabilities. To learn more, visit.</p> <p>The LEAD Center is a national partner and helps support DEI projects with a significant disability population focus and implementation of CE strategies. It develops tools and resources to support workforce development and financial literacy and capability.</p>
<ul style="list-style-type: none"> • MOU / MOA 	<p>Memorandum of Understanding (MOU) / Memorandum of Agreement (MOA) A document outlining the cooperative terms of two or more entities to work in partnership on certain listed projects, or as a general partnership. The agreed responsibilities of the partners and the benefits of each party will be listed. As a part of the agreement, there is usually a list of binding terms that makes the partnership a cohesive unit, and often there is an obligation of funds attached to certain terms in the agreement.</p>
<ul style="list-style-type: none"> • NCWD/ Youth 	<p>National Collaborative on Workforce and Disability for Youth Assists state and local workforce development systems to better serve all youth, including youth with disabilities and other disconnected youth. To learn more, visit.</p> <p>DEI projects incorporate an approach to career pathways programs for youth that implement strategies based upon and consistent with the youth “Guideposts for Success.” NCWD/Youth is a national partner and helps support DEO projects with a youth focus and implementation of Guideposts.</p>
<ul style="list-style-type: none"> • NDI-DEI TA Team 	<p>National Disability Institute Training and Technical Assistance Team The NDI-DEI team is the DEI training and technical assistance provider under contract with ETA. In conjunction with ETA and ODEP, and its technical assistance centers, it develops, disseminates, and shares information of a technical assistance nature. The NDI-DEI team provides technical assistance to grantees on the execution of the DRC position’s role and responsibilities. They also conduct site visits, upon request, for technical assistance purposes in coordination with ETA’s FPO and other federal staff, as appropriate. The NDI-DEI team works in coordination with the national DEI Program Office to develop and</p>

Acronym	Title / Phrase
	<p>present trainings and resource materials targeted to grantees, local-level project staff, and the public workforce system and its partners.</p>
<ul style="list-style-type: none"> • OJT 	<p>On-the-Job Training Under WIOA, OJT means training by an employer that is provided to a paid participant while engaged in productive work in a job that— (A) provides knowledge or skills essential to the full and adequate performance of the job; (B) is made available through a program that provides reimbursement to the employer of up to 50 percent of the wage rate of the participant, except as provided in section 134(c)(3)(H), for the extraordinary costs of providing the training and additional supervision related to the training; and (C) is limited in duration as appropriate to the occupation for which the participant is being trained, taking into account the content of the training, the prior work experience of the participant, and the service strategy of the participant, as appropriate.</p> <p>DEI provides diversified job-driven training opportunities for individuals with disabilities, including work-based training approaches such as on-the-job training, summer youth employment, Registered Apprenticeships, internships, and other paid work experience;</p>
<ul style="list-style-type: none"> • P&A 	<p>Protection and Advocacy Systems Grantees P&A agencies have the authority to provide legal representation and other advocacy services, under all federal and state laws, to all people with disabilities (based on a system of priorities for services). There is a network of agencies in every state and US Territory. To learn more, including finding a location near you, visit.</p> <p>P&As can work with DRCs to help ensure that everyone has the full opportunity to engage in integrated employment and full community participation.</p>
<ul style="list-style-type: none"> • TA 	<p>Technical Assistance</p>
<ul style="list-style-type: none"> • TEGL / TEN 	<p>Training and Employment Guidance Letter (TEGL) and Training and Employment Notice (TEN) The DOL/ETA Advisory system (TEGLs and TENs) is used to disseminate ETA's interpretations of Federal laws, procedural, administrative, management, program direction and other information. For a listing of ETA advisories, visit.</p>
<ul style="list-style-type: none"> • UD 	<p>Universal Design A strategy for making products, environments, operational systems, and services welcoming and usable to the most diverse range of people possible. Originally developed in response to the needs of the aging population and people with disabilities, UD has broader applicability that increases ease of access to products, places, and services for multiple, diverse populations with a broad range of abilities, ages, reading levels, learning styles, languages, and cultures. To learn more, visit.</p>

Acronym	Title / Phrase
<ul style="list-style-type: none"> • WFGPS 	<p>WorkforceGPS Workforce System Web Portal Sponsored by DOL/ETA, WorkforceGPS is an interactive online communication and learning TA platform that was designed to communicate with and build the capacity of the public workforce investment system. It houses Collections and CoPs.</p> <ul style="list-style-type: none"> • A Collection is a group of resources relevant to a specific topic or target population and offer you the chance to find resources on specific topics, programs, or initiatives. The DEI technical assistance website is a collection site. • A Community of Practice is a group of resources related to a topic or target population, with added features intended to promote peer-to-peer interaction and learning within that community. Check out the Disability and Employment and Innovation and Opportunity Network CoPs to get started.
TICKET TO WORK PROGRAM	
<ul style="list-style-type: none"> • Admin EN 	<p>Administrative Employment Network (EN) An Admin EN is an association of providers organized under an EN of Record to combine their resources to function as a single EN to provide appropriate employment, vocational rehabilitation, or support services to beneficiaries with disabilities. The EN of Record is the organization that assumes responsibility for ensuring that all requirements in the EN Request for Application (RFA) and the EN Ticket Program Agreement (TPA) are met. To learn more, visit.</p>
<ul style="list-style-type: none"> • APOR 	<p>Annual Performance Outcome Report Employment Networks are required annually to provide information to the Ticket Program Manager on outcomes it achieves with respect to services it offers beneficiaries. The APOR is used to collect this information. To learn more, visit.</p>
<ul style="list-style-type: none"> • BPQY 	<p>Benefits Planning Query Provides information about a beneficiary's disability cash benefits, health insurance, scheduled continuing disability reviews, representative payee, and work history, as stored in Social Security's electronic records. The BPQY is an important planning tool for a beneficiary and provider who may be developing customized services for a disability beneficiary who wants to start working or stay on the job. For more information, visit the BPQY Handbook.</p>
<ul style="list-style-type: none"> • CDR 	<p>Continuing Disability Review A routine review done by the Social Security Administration to make sure that people receiving Social Security Disability Insurance (SSDI) and Supplemental Security Income (SSI) disability benefits are still entitled to those benefits. For more information, visit.</p>
<ul style="list-style-type: none"> • CDS 	<p>Consumer Directed Services The CDS Employment Network (EN) is a business model that shifts responsibility for key service decisions from the EN to the beneficiary. In</p>

Acronym	Title / Phrase
	this model, beneficiaries are direct purchasers of a variety of their own employment support services. To learn more, visit .
<ul style="list-style-type: none"> • COLA 	<p>Cost-of-Living Adjustment An adjustment made to Social Security and Supplemental Security Income to counteract the effects of inflation. To learn more, including the current COLA, visit.</p>
<ul style="list-style-type: none"> • CWIC 	<p>Community Work Incentives Coordinator Staff members of Social Security Administration-funded Work Incentive Planning and Assistance programs who are certified to provide free, in-depth counseling about benefits and the effect of work on those benefits to beneficiaries of Supplemental Security Income and Social Security Disability Insurance who are employed or securing employment.</p>
<ul style="list-style-type: none"> • EN 	<p>Employment Network An EN is an entity that enters into an agreement with the Social Security Administration to either provide or coordinate the delivery of services to Social Security disability beneficiaries. The EN can be an individual, a partnership/alliance (public or private) or a consortium of organizations collaborating to combine resources to serve eligible individuals. To learn more, visit.</p> <p>DEI projects participate as ENs to provide beneficiaries with expanded choices regarding services and supports needed to enter, re-enter, or maintain employment and to generate additional funding for service delivery at the AJCs</p>
<ul style="list-style-type: none"> • EPE 	<p>Extended Period of Eligibility Work incentive that provides a 36-month re-entitlement period during which a beneficiary can be re-entitled to benefits if his or her work activity falls below the substantial gainful activity (SGA) level. Following the re-entitlement period, the EPE continues until a beneficiary performs SGA. For more information, visit.</p>
<ul style="list-style-type: none"> • IPE 	<p>Individual Plan for Employment The IPE is an employment plan used by State Vocational Rehabilitation agencies with an individual once it is determined that they are eligible for services. For more information, visit.</p>
<ul style="list-style-type: none"> • IWP 	<p>Individual Work Plan An IWP is an employment plan used by an Employment Network that describes the specific employment services, VR services or other support services that an EN will provide in assisting a beneficiary to achieve an employment goal. For more information, visit.</p>
<ul style="list-style-type: none"> • PII 	<p>Personally Identifiable Information PII is information that can be used on its own or with other information to identify, contact, or locate a single person, or to identify an individual in context. It is important to note, that regardless of what is in a Ticket holders file, you must protect the customers PII.</p>
<ul style="list-style-type: none"> • RFA 	<p>Request for Applications</p>

Acronym	Title / Phrase
	Organizations and individuals that wish to become ENs operating under the Ticket to Work Program must submit a RFA to the Social Security Administration. The RFA explains the duties of an EN, requirements for award consideration, and directions for submitting an application. For more information, visit .
<ul style="list-style-type: none"> • SAM 	<p>System for Award Management SAM incorporates all government contractor information into one system. It is mandatory for all federal contracts, which includes an EN contracted with Social Security to be registered with SAM.</p>
<ul style="list-style-type: none"> • SGA 	<p>Substantial Gainful Activity The Social Security Administration uses SGA to describe a level of work activity and earnings. To be eligible for disability benefits, an individual must be unable to engage in SGA. The amount of monthly earnings considered as SGA depends on the nature of a person's disability. To learn more, visit.</p>
<ul style="list-style-type: none"> • SSA 	<p>Social Security Administration SSA is a government agency that provides retirement, disability, and survivors benefits. The Social Security Disability Insurance (SSDI) and Supplemental Security Income (SSI) disability programs are the largest of several Federal programs that provide assistance to people with disabilities. While these two programs are different in many ways, SSA administers both and only individuals who have a disability and meet medical criteria may qualify for benefits under either program.</p>
<ul style="list-style-type: none"> • SSI 	<p>Supplemental Security Income Authorized under Title XVI of the Social Security Act to make cash assistance payments to aged, blind, and disabled persons (including children) who have limited income and resources. To meet the adult definition of disability for SSI, an individual must have a documented medical disability that will last 12 months or longer or result in death, and that prevents the individual from working at a substantial level. To learn more, visit.</p>
<ul style="list-style-type: none"> • SSDI 	<p>Social Security Disability Insurance Authorized under Title II of the Social Security Act to make benefit payments to individuals who are insured (through their own earnings or, in some cases, through the earnings of an eligible parent) and are currently unable to work at a substantial level due to a documented disability that will last for twelve months or longer or result in death. To learn more, visit.</p>
<ul style="list-style-type: none"> • TTW 	<p>Ticket to Work and Self-Sufficiency Program TTW is a free and voluntary program, funded by SSA, available to eligible people ages 18 through 64 who are blind or have a disability and who receive SSDI or SSI benefits. Increases opportunities to obtain employment, vocational rehabilitation and other support services from public and private providers, employers, and other organizations. Under the Ticket to Work Program, SSA provides disability beneficiaries with a</p>

Acronym	Title / Phrase
	<p>Ticket they may use to obtain the services and jobs they need from ENs. To learn more, visit.</p> <p>DEI grantees help to expand the public workforce development system's capacity to become an EN for beneficiaries.</p>
<ul style="list-style-type: none"> • TPA 	<p>Ticket Program Agreement If respondents to the Request for Application (RFA) are qualified to become Employment Networks, Social Security will award them TPAs. Each TPA has a 10-year period of performance. To learn more, visit.</p>
<ul style="list-style-type: none"> • TPM 	<p>Ticket to Work Program Manager Contracted by SSA to oversee the day-to-day operations of the Ticket to Work Program including providing orientation, training and support to ENs and administering Ticket to Work Program processes. To learn more, visit.</p>
<ul style="list-style-type: none"> • TPR 	<p>Timely Progress Review Social Security's way to track the progress of a Ticket Holder under the Ticket to Work Program. Essentially, Social Security expects Ticket Holders to make progress towards self-sufficiency while their tickets are in "Assigned" or "In-Use SVR" status. To learn more, visit.</p>
<ul style="list-style-type: none"> • TWP 	<p>Trial Work Period An SSDI provision that allows a beneficiary to test their ability to work for at least 9 months. During TWP, a beneficiary receives full disability benefit regardless of how much they earn as long as the work activity has been reported and the individual continues to have a disabling impairment. The 9 months does not need to be consecutive and the trial work period will last until the individual accumulates 9 months within a rolling 60-month period. Certain other rules apply. To learn more, visit.</p>
<ul style="list-style-type: none"> • WI 	<p>Work Incentives Special rules make it possible for people with disabilities receiving SSDI and SSI to work and still receive monthly payments and Medicare or Medicaid. Social Security calls these rules "work incentives." For a general listing of the work incentives for beneficiaries, visit.</p>
<ul style="list-style-type: none"> • WIPA 	<p>Work Incentives Planning and Assistance Program Local organizations that have arranged with Social Security to provide community-based work incentives expertise to beneficiaries of SSDI or SSI benefits based on disability. The goal of the WIPA program is to enable beneficiaries with disabilities to receive accurate information, and use that information to make a successful transition to work. Each WIPA project has CWICs. To learn more, visit.</p>
<ul style="list-style-type: none"> • WISE 	<p>Work Incentives Seminar Events WISE webinars are online events held for beneficiaries to learn about the Ticket to Work Program and available Work Incentives through accessible learning opportunities. To learn more, visit.</p>
WORKFORCE INNOVATION AND OPPORTUNITY ACT (WIOA)	

Acronym	Title / Phrase
<ul style="list-style-type: none"> • AJC 	<p>American Job Center (also known as One-Stop Center) AJCs provide free help to job seekers for a variety of career and employment-related needs. There are nearly 2,500 AJCs funded by the DOL/ETA located throughout the United States. To learn more, visit.</p> <p>DEI funding is used to expand the capacity of AJCs to promote the use of existing career pathways to serve youth and adults with disabilities, including individuals with significant disabilities.</p>
<ul style="list-style-type: none"> • CBO 	<p>Community Based Organization A community-based organization is a public or private nonprofit organization of demonstrated effectiveness that is representative of a community or significant segments of a community; and provides educational or related services to individuals in the community. Examples of CBOs include Centers for Independent Living, Business Leadership Network, Community Rehabilitation Provider, Mental Health agencies, Goodwill Industries, the ARC, etc.</p> <p>CBOs can work with AJCs to enhance their capacity to support customers with disabilities. They can provide staff with the skills and resources they need to better serve a targeted customer group.</p>
<ul style="list-style-type: none"> • CCD 	<p>Customer Centered Design (also known as Human Centered Design) CCD is a generative process that starts with people and ends with surprising answers tailor-made to put our customers' needs at the center of service delivery, processes and customer flow. For the workforce development community, human centered design can easily translate into better customer experience whether in-person at a One Stop, an online form, or feedback loop to improve customer relations.</p> <p>Visit the WorkforceGPS Customer Centered Design online community designed to enable workforce development practitioners who are interested in studying, and/or practicing Human Centered Design, to share information, learn from each other, and create new knowledge.</p>
<ul style="list-style-type: none"> • CTE 	<p>Career and Technical Education State and local CTE programs cover a range of occupations across numerous career clusters, including construction, health care, information technology, manufacturing and other fields with high concentrations of middle-skill jobs.</p>
<ul style="list-style-type: none"> • DVOP / LVER 	<p>Disabled Veterans Outreach Program (DVOP) and Local Veterans Employment Representative Program (LVER) Specialists who work with local employers, veterans organizations and community based organizations to link veterans with appropriate jobs and training opportunities, including apprenticeship training programs and on-the-job training.</p>

Acronym	Title / Phrase
	<ul style="list-style-type: none"> • DVOPs provide intensive services to meet the employment needs of disabled veterans and other eligible veterans, with the maximum emphasis directed toward serving those who are economically or educationally disadvantaged, including homeless veterans, and veterans with barriers to employment. • LVERs conduct outreach to employers and engage in advocacy efforts with hiring executives to increase employment opportunities for veterans, encourage the hiring of disabled veterans, and generally assist veterans to gain and retain employment. <p>To locate a veteran representative, visit.</p>
<ul style="list-style-type: none"> • ETPL 	<p>Eligible Training Provider List Training providers that meet the criteria set by their State to provide training to job seekers. This typically includes post-secondary educational institutions, apprenticeship programs, and other public or private training programs that meet established criteria.</p> <p>WIOA Sec. 122, States, in partnership with Local Boards, must identify eligible training providers and programs that are qualified to receive WIOA title I -B funds to train adults and dislocated workers, including those with disabilities. The approved ETPL of training providers and programs provide job seekers with customer choice.</p>
<ul style="list-style-type: none"> • IEP 	<p>Individual Employment Plan An individualized career service, under WIOA that is developed jointly by the participant and career planner. The plan is an ongoing strategy to identify employment goals, achievement objectives, and an appropriate combination of services for the participant to achieve the employment goals.</p> <p>IEP can also refer to “Individual Education Program” and that under Vocational Rehabilitation it is referred to as IPE: Individualized Plan for Employment.</p>
<ul style="list-style-type: none"> • ISS 	<p>Individual Service Strategy Plan WIOA Sec. 129 (c) (1) requires local areas to provide each participant with an objective assessment of academic and skill levels and service needs, and to develop an individual service strategy (ISS) directly linked to one or more performance indicators and that identifies career pathways that include education and employment goals. The program elements identified as appropriate for the participant must be based on the objective assessment and the plan developed in the ISS.</p>
<ul style="list-style-type: none"> • ISY 	<p>In-School Youth In-school youth must be aged 14-21, attending school, low income, and meet one or more additional conditions, which could include: Basic skills deficient; English language learner; an offender; homeless, runaway, in foster care or aged out of the foster care system; pregnant</p>

Acronym	Title / Phrase
	or parenting; an individual with a disability; person who requires additional assistance to enter or complete an educational program or to secure and hold employment.
• ITA	<p>Individual Training Account Defined by WIOA regulations as a pool of funds established on behalf of eligible participants of WIOA Title I adult and dislocated worker programs to purchase training services selected in consultation with their case manager from eligible providers.</p>
• LMI	<p>Labor Market Information The body of information that focuses on the functioning of the labor markets, including local and national trends and the demand for and supply of labor. It looks at changes in labor activity, the employment and unemployment by job sector, income and earnings, wage rates, benefits, etc. LMI must be provided to participants in WIOA programs.</p>
• LWDA	<p>Local Workforce Development Area The LWDA administer WIOA services as designated by the Governor. Factors that are considered in designating these LWDA's include geographic location, population, and commonality of labor market areas.</p>
• MIS	<p>Management Information System A computerized information processing system.</p>
• NASWA	<p>National Association of State Workforce Agencies A national organization of state administrators of the public workforce system, including WIOA, employment services, training programs, unemployment insurance, employment statistics and labor market and workforce information. NASWA delivers policy expertise on workforce development, including unemployment insurance and other transitional support, as the voice of state workforce agencies. To learn more, visit.</p>
• NAWB	<p>National Association of Workforce Boards Association representing approximately 600 Workforce Investment Boards and their 12,000 business members that coordinate and leverage workforce strategies with education and economic development stakeholders within their local communities. To learn more, visit.</p>
• NAWDP	<p>National Association of Workforce Development Professionals A professional organization that represents individuals who work in workforce development, career development, employment and training, and economic development fields in both the public and private sector. NAWDP provides training, policy advocacy, and a networking forum for members in the workforce industry. To learn more, visit.</p>
• OSY	<p>Out-of-School Youth Out-of-school youth must be aged 16-24, not attending any school, and meet one or more additional conditions, which could include: School dropout; within age of compulsory attendance but has not attended for at least the most recent complete school year calendar quarter; holds a</p>

Acronym	Title / Phrase
	<p>secondary school diploma or recognized equivalent and is low-income and is basic skills deficient or an English language learner; subject to the juvenile or adult justice system; homeless, runaway, in foster care or aged out of the foster care system, eligible for assistance under Section 477, Social Security Act, or in out-of-home placement; pregnant or parenting; an individual with a disability; low income person who requires additional assistance to enter or complete an educational program or to secure and hold employment.</p> <p>WIOA requires a minimum of 75 percent of State and Local youth funding to be used for out-of-school youth.</p>
<ul style="list-style-type: none"> • SWDB / LWDB 	<p>State Workforce Development Board (SWDB) and Local Workforce Development Board (LWDB) Under WIOA, each State establishes both State and local workforce development boards (unless it is designated as a single WDB). The State board helps the Governor develop a strategic plan describing statewide workforce development activities, explaining how the requirements of WIOA will be implemented, and outlining how special groups will be served.</p> <p>LWDBs, in partnership with local elected officials, plan and oversee the local system. Local boards designate "AJC/One-Stop" operators and identify providers of training services, monitor system performance against established performance measures, negotiate local performance measures, and help develop the LMI system.</p>
<ul style="list-style-type: none"> • VETS 	<p>Veterans Employment and Training Services DOL VETS serve America's veterans and separating service members by preparing them for meaningful careers, providing employment resources and expertise, and protecting their employment rights. To learn more about VETS programs and resources, visit.</p>
<ul style="list-style-type: none"> • VR 	<p>Vocational Rehabilitation Every State has a designated State agency to provide Federally-funded vocational rehabilitation services to eligible individuals with disabilities who are seeking employment or continuing education or job training leading to employment. State VR agencies are funded by the U.S. Department of Education's Rehabilitation Services Administration. For a list of state VR agencies, visit.</p>
<ul style="list-style-type: none"> • WIOA 	<p>Workforce Innovation and Opportunity Act of 2014 Signed into law on July 22, 2014, WIOA replaces the Workforce Investment Act of 1998, retains, and amends the Adult Education and Family Literacy Act, the Wagner-Peyser Act, and the Rehabilitation Act of 1973. WIOA ensures that employment and training services provided by the core AJC programs are coordinated and complementary so that job seekers acquire skills and credentials that meet employers' needs. WIOA also authorizes programs for specific vulnerable populations,</p>

Acronym	Title / Phrase
	<p>including the Job Corps, YouthBuild, Indian and Native Americans, and Migrant and Seasonal Farmworker programs. Visit the WorkforceGPS ION community for information and resources.</p> <p>A number of provisions in WIOA emphasize and increase the requirements for the general workforce development system and the AJCs to meet the needs of job seekers with disabilities, increase their access to high-quality workforce services, and to prepare them for competitive integrated employment leading to economic self-sufficiency.</p>
NATIONAL TECHNICAL ASSISTANCE AND RESOURCE CENTERS	
<ul style="list-style-type: none"> • ADATA 	<p>Americans with Disabilities Act National Network Provides information, guidance and training on the Americans with Disabilities Act (ADA), tailored to meet the needs of business, government and individuals at local, regional and national levels. Serves as a supportive resource, not an enforcement agency. Contact your regional ADA Center to access free consultation, resources and information.</p>
<ul style="list-style-type: none"> • BLN 	<p>Business Leadership Network BLNs collaborate with employers on increasing employment opportunities for people with disabilities. The U.S. BLN is based on the premise that businesses respond to their peers and serves as the collective voice of BLN affiliates across the United States, representing over 5,000 businesses. To access the BLN Affiliate directory, visit.</p>
<ul style="list-style-type: none"> • EARN 	<p>Employer Assistance and Resource Network on Disability Inclusion EARN's mission is "to empower employers to source, hire, retain and advance qualified individuals with disabilities through dissemination, collaboration, and technical assistance. EARN also researches and promotes promising employer-focused disability practices and policies". For information and resources, visit.</p>
<ul style="list-style-type: none"> • JAN 	<p>Job Accommodation Network JAN provides free, expert, and confidential guidance on workplace accommodations and disability employment issues. Assistance is available both over the phone and online to anyone who can benefit from JAN's services including private employers of all sizes, government agencies, employee representatives, and service providers, as well as people with disabilities and their families. JAN also provides information about the Americans with Disabilities Act. For information and resources, including a searchable online accommodation resource, visit.</p>
<ul style="list-style-type: none"> • PEAT 	<p>Partnership on Employment and Accessible Technology Promotes the employment, retention, and career advancement of people with disabilities through the development, adoption, and</p>

Acronym	Title / Phrase
	promotion of accessible technology in the workplace. For information and resources, visit .
<ul style="list-style-type: none"> WINTAC 	<p>Workforce Innovation Technical Assistance Center National center funded by the Rehabilitation Services Administration to provide training and technical assistance to State Vocational Rehabilitation Agencies and related rehabilitation professionals and service providers to help them develop the skills and processes needed to meet the requirements of WIOA. To learn more, visit.</p>
<ul style="list-style-type: none"> Y-TAC 	<p>Youth Technical Assistance Center National center funded by the Rehabilitation Services Administration to provides State Vocational Rehabilitation Agencies and related rehabilitation and youth service professionals with technical assistance to help more effectively serve youth with disabilities, especially disconnected youth. Y-TAC utilizes the Guideposts for Success holistic transition framework and The Youth Service Professionals' Knowledge, Skills, and Abilities training modules. To learn more, visit.</p>
OTHER FEDERAL PROGRAMS AND INITIATIVES	
<ul style="list-style-type: none"> ABLE Account 	<p>Achieving a Better Life Experience Act of 2014 Account ABLE Accounts are tax-advantaged savings accounts for individuals with disabilities and their families. Eligible individuals and their families establish ABLE savings accounts that will largely not affect their eligibility for SSI, Medicaid and other public benefits. To learn more about ABLE accounts and resources, visit the ABLE National Resource Center.</p>
<ul style="list-style-type: none"> ACL 	<p>Administration on Community Living Part of the U.S. Department of Health and Human Services, ACL is the Federal agency responsible for increasing access to community supports, while focusing attention and resources on the unique needs of older Americans and people with disabilities across the lifespan. For ACL assistance and resources on serving individuals with disabilities, visit.</p>
<ul style="list-style-type: none"> ADAAA 	<p>Americans with Disabilities Act as Amended The ADA is Federal law providing for comprehensive civil rights protection to individuals with disabilities in areas of employment, public accommodations, State and local government services, and telecommunications The ADAAA of 2008 made a number of significant changes to the definition of “disability” that apply to all titles of the ADA. For information and technical assistance materials, visit.</p>
<ul style="list-style-type: none"> CMS 	<p>Centers for Medicare and Medicaid Services Administers the Medicare program and works in partnership with state governments to administer Medicaid. To learn more, visit.</p>
<ul style="list-style-type: none"> DRIVE 	<p>Data and Resources to Inspire a Vision of Employment In order to better inform state efforts to increase competitive integrated employment opportunities of persons with disabilities, ODEP launched</p>

Acronym	Title / Phrase
	DRIVE in 2015. The purpose of this user-friendly site is to share information on state policies, practices, technical assistance initiatives, and outcomes that are focused directly or indirectly on the employment of individuals with disabilities. To learn more, visit .
<ul style="list-style-type: none"> • EEOC 	<p>U.S. Equal Employment Opportunity Commission The Federal agency with lead responsibility for interpreting Federal disability nondiscrimination laws. In implementing the disability-related requirements of WIOA Section 188, the Civil Rights Center at the U.S. Department of Labor follows the EEOC's interpretations, adapting those interpretations where necessary to fit the AJC context. To learn more about federal laws prohibiting employment discrimination, visit.</p>
<ul style="list-style-type: none"> • EITC 	<p>Earned Income Tax Credit A refundable tax credit for low- to moderate-income working individuals and couples, particularly those with children. The amount of EITC benefit depends on a recipient's income and number of children. To learn more, visit.</p>
<ul style="list-style-type: none"> • EOO 	<p>Equal Opportunity Officer The staff person responsible for overseeing a recipient's civil rights responsibilities. Under WIOA, every State and Local Workforce Area is responsible for designating an Equal Opportunity Officer. Responsibilities include: 1) administering a recipient's discrimination complaint process; 2) conducting and coordinating a recipient's equal opportunity monitoring program; 3) administering the defined EO Officer designation process; and 4) coordinating the development of the State's Methods of Administration.</p>
<ul style="list-style-type: none"> • HCBS 	<p>Medicaid Home and Community Based Services Home and community-based services provide opportunities for Medicaid beneficiaries to receive services in their own home or community rather than institutions or other isolated settings. These programs serve a variety of targeted populations groups, such as people with intellectual or developmental disabilities, physical disabilities, and/or mental illnesses. To learn more, visit.</p>
<ul style="list-style-type: none"> • NCD 	<p>National Council on Disability NCD is an independent federal agency charged with advising the President, Congress, and other federal agencies regarding policies, programs, practices, and procedures that affect people with disabilities. To learn more, visit.</p>
<ul style="list-style-type: none"> • OSERS 	<p>Office of Special Education and Rehabilitative Services OSERS, within the U.S. Department of Education, supports programs that help educate children and youth with disabilities and provides for the rehabilitation of youth and adults with disabilities. OSERS provides a wide array of supports to parents and individuals, school districts and states in two main areas—special education and vocational rehabilitation—through its two main components: Office of Special</p>

Acronym	Title / Phrase
	Education Programs and Rehabilitation Services Administration . To learn more, visit .
<ul style="list-style-type: none"> • RSA 	<p>Rehabilitation Services Administration A Federal agency within the U.S. Department of Education that provides quality comprehensive vocational services to eligible individuals with disabilities. RSA services, which include job counseling, development, placement, and retention, assist consumers to prepare for, obtain, and maintain competitive integrated employment. RSA markets the placement of its consumers in high growth and high demand employment to improve their independence and self-sufficiency. To learn more, visit.</p>
<ul style="list-style-type: none"> • SCSEP 	<p>Senior Community Service Employment Programs A community-service and work-based training program for older workers. Authorized by the Older Americans Act, the program provides subsidized, service-based training for low-income persons 55 or older who are unemployed and have poor employment prospects. To learn more, visit.</p>
<ul style="list-style-type: none"> • TAA 	<p>Trade Adjustment Assistance A federal program that provides a path for employment growth and opportunity through aid to US workers who have lost their jobs as a result of foreign trade. The TAA program seeks to provide these trade-affected workers with opportunities to obtain the skills, resources, and support they need to become reemployed. TAA offers a variety of benefits and services to support workers in their search for reemployment. This includes job training, job search and relocation allowances, income support, and assistance with healthcare premium costs. These services are administered by cooperating State agencies using Federal funds. To learn more, visit.</p>
<ul style="list-style-type: none"> • TANF 	<p>Temporary Assistance for Needy Families A Federal program providing cash, medical, or food assistance to eligible low-income parents and children. TANF recipients are required to participate in services designed to transition recipients from TANF to employment. To learn more, visit.</p>
<ul style="list-style-type: none"> • WOTC 	<p>Work Opportunity Tax Credit The WOTC is a Federal tax credit available to employers for hiring individuals from certain target groups who have consistently faced significant barriers to employment. "To learn more, visit.</p>