

SPARQ Release 8.3 implemented the following changes:

- Addition of “Formerly Incarcerated” as a most in need waiver factor as well as a priority of service, for individuals who were previously incarcerated or under supervision after being released from a penal institution within the last five years.
- Modification to the Management Reports and Quarterly Progress Report (QPR) to account for formerly incarcerated individuals.

Below is a synopsis of these changes.

## **Formerly Incarcerated**

### *Priority of Service*

Field “30a. Formerly Incarcerated?” has been added to the “OTHER PERSONAL CHARACTERISTICS” section on the Participant Info page to indicate that an applicant who had been previously incarcerated should be given priority to enroll in the Senior Community Service Employment Program (SCSEP). This field should be updated for applicants as of March 25, 2021.

- If the applicant has been incarcerated prior to enrollment, the grantee should check “Yes” for P30a and field P58 will be grayed out.
- When P30a is marked “Yes”, the participant is automatically eligible to receive a waiver for durational limit (DL).
- If the applicant has not been incarcerated prior to enrollment the grantee should check “No” for P30a and field P58 will be available to be checked in the future.
- If field P30a is not selected for applications on or after March 25, 2021, then the following Warning 1 will be generated: “[P30a\_1] “Formerly Incarcerated?” is blank. “ In order to eliminate this warning, grantees should update field P30a.

### *Waiver of Durational Limit*

Fields “58. Formerly Incarcerated?” and “58a. Date of last update (formerly incarcerated waiver)” have been added to the WAIVER OF DURATIONAL LIMIT section on the Recert/WDL page to record the data for formerly incarcerated participants.

- If it is discovered that a participant meets the criteria of being formerly incarcerated after enrollment has been completed, then the grantee should check “Yes” for field “58. Formerly Incarcerated?”.
  - **Please Note** that grantees **should not** go back and update field “30a. Formerly Incarcerated?”.
  - Participants will be given an additional three hundred and sixty-five (365) days in the program if the grantee’s Individual Durational Limit (IDL) policy allows it.
- Field “58a. Date of last update (formerly incarcerated waiver) “ must also be updated when field 58. Formerly Incarcerated?” is completed.
- Field “58a. Date of last update (formerly incarcerated waiver) “ will not accept dates prior to March 25, 2021, and the date entered must be in the format MM/DD/YYYY.

### *Management Reports*

The Management Reports “Most In Need/Waiver Factor Actions” and “Waiver of Durational Limit” as well as associated exports have been updated to include the “Formerly incarcerated” designation for participants. In addition to the “Formerly incarcerated” designation, the counts on the reports also reflect formerly incarcerated participants.

### **Quarterly Progress Report (QPR)**

The QPR has been modified to account for formerly incarcerated individuals and Average Project Duration (APD) changes, as well as other minor changes. QPR fields impacted include the following:

- **B.13 – Average Project Duration.** This measure has been modified to exclude the COVID-19 extension days. The report period is L9Q (last nine quarters).
- **D.41 - Individuals Formerly Incarcerated** has been added. This measure will reflect the number of enrollments for participants who have been incarcerated within the last 5 years or were under supervision following release from prison or jail within the last 5 years. The report periods include quarterly (Q), year-to-date (YTD), and most recent four quarters including the current quarter (L4Q). **Please Note:** Any number in this field will not be accurate until Q4.
- **E.3 - Service to Most in Need.** The description has been modified to include “formerly incarcerated”.
- **E.31** – The label has been revised to: “Individuals who failed to find employment after using WIOA Title I”.
- **Footer** – The footer has been updated to reflect the date of the latest revision.