

Top Ten

Things a Disability Program Navigator can do to Support the One Stop in Becoming an Employment Network

[This represents a Working Draft.]

1. Learn more about the Ticket program by exploring the resource tools on www.yourtickettowork.com.
2. Download the application to better understand the requirements for applying. If you have questions or need assistance, call 1-866-584-5180.
http://www.yourtickettowork.com/offsite?back_url=%2Fprogram_info&href=http%3A%2F%2Fwww.socialsecurity.gov%2Fwork%2FResourcesToolkit%2FENnetwork.html.
3. Encourage and educate the local Workforce Investment Board (WIB) or the State level Workforce Board on the benefits of becoming an EN.
4. Conduct training on Ticket and serving Ticket Holders for one Stop staff. Training materials are available at www.yourtickettowork.com/training.
5. Learn who at the One Stop is currently responsible for data entry and tracking customers with the State Management Information System. Discuss with this individual how you might track Ticket Holder's wages to ensure payment when outcomes and milestones are reached.
6. Talk to your local Vocational Rehabilitation (VR) office to discuss partnering. Partnerships with VR create opportunities to provide ongoing support to individuals who may require more intense up front assistance.
7. Determine the number of students with disabilities already participating in Workforce funded youth programs. As they turn age 18 and receive Social Security, they will be eligible for a Ticket.



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8. Assist in creating Ticket information that can be used for a Ticket orientation for Ticket Holders and can be added to all One Stop Center orientations.
9. Help to create outreach information on Ticket services to be added to the WIB's website, included in electronic newsletters and submitted to print media.
10. Contact your local Work Incentive Planning and Assistance project to:
 - learn more about their services,
 - discuss a referral process that will ensure timely meetings with Ticket Holders,
 - arrange for space at the One Stop to meet with Ticket Holders,
 - schedule presentations on work incentives for Ticket Holders and for One Stop staff
 - collaborate on informational materials, and
 - connect with your local SSA offices and key SSA staff contacts (Work Incentive Liaisons and the Area Work Incentive Coordinator)

Contact information for your local WIPA project is available at www.socialsecurity.gov/work/ServiceProviders/WIPADirectory.htm.



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