
Exhibit B PASS ALLOWABLE ACTIVITIES

2025-2027 Pre-Apprenticeship and Supportive Services Grant Program

I. Program Eligibility

Any individual that receives services under the PASS Program must meet the following eligibility requirements:

- Be from a socially disadvantaged population.
- Be a Washington state resident.
- Be able to pass industry-required physical and drug screen test during training and upon employment.
- To be eligible for service level 1 allowable activities, an individual shall currently be unhoused.

II. Eligibility for Assistance

Any program participant seeking access to support services related to housing¹, childcare, or temporary job travel assistance, must have their eligibility for state services checked at <http://www.washingtonconnection.org/home/>. PASS Program providers may not provide funding to program participants for any of the noted services prior to checking state eligibility, and PASS Program providers must provide proof of eligibility or ineligibility. Documentation of application and outcome of services applied for must be maintained as part of the PASS Program reporting record. To avoid duplication of services and make the best use of PASS Program funds, providers must make every effort to provide services through other existing programs.

Examples:

- WIOA (Workforce Innovation and Opportunity Act) programs through Workforce Development/WorkSource may have funding available to provide rent, childcare, fuel assistance, assistance with work-related clothing and tools, and assistance with testing and licensing fees. Contact your local WorkSource office for information.
- Other sources such as BFET, SNAP, financial aid, DVR, DSHS, WIOA, Working Connections, and other similar services should be explored first and exhausted before using PASS Program funds to pay for similar services.
- Students participating in training and not working full-time may qualify for additional services, such as unemployment.

III. Use of Support Service Funds

Supportive Services Allowed for WSDOT PASS Participants					
Services (for those enrolled in approved training activities)	Activity/Definition	Expenditure Cap / Per individual*			Requirements
	Activity/Definition	Service Level 1	Service Level 2	Service Level 3	Documentation/Limitations/Other
Transportation and Travel Assistance	<p>Gas card or bus pass.</p> <p>First-time Driver's license, reinstatement application fees, testing, transcript request, license or ID card</p> <p>Car Repair: Engine, steering, and related repairs, as well as repairs for safety or regulatory purposes. (No cosmetic-related repairs)</p> <p>Assistance to pre-apprentices with training or a work opportunity 60+ miles from permanent residence.</p>	\$2,000	\$1250	\$1250	<p>Active in a pre-apprenticeship training program or a graduate of a PASS Program.</p> <p>A state or state-contracted licensing agency must perform test & training.</p> <p>Must be performed by a licensed automotive repair shop, and reimbursement will be dispersed to Provider.</p> <p>It may only be provided to individuals who are enrolled in pre-apprenticeship training or who complete a cohort within 3 months of requesting services.</p>
Safety Work Boots, Protective Clothing, Safety Equipment/ Basic Tools	<p>Equipment and clothing that are required to succeed in the chosen career path in which the employer does not already provide.</p>	\$800	\$700	\$700	<p>Equipment required under WAC 296.800.16020 to be provided by the employer or union is not an allowable program purchase. Tools must be reasonable, necessary, and not already provided by the employer.</p> <p>Depending on the job, some jobs may require a special tool. The Program Administrator may pay for a specialty tool after verifying in writing from the employer that the tool is necessary for the job.</p>

Miscellaneous	As necessary for successful enrollment and/or completion of pre-apprenticeship training	\$350	\$350	\$350	Books/supplies, tuition/training fees, and related, if not already provided by an employer or union: General barriers, credentialing, personal documentation. Any other barriers must be approved beforehand.
Cap per individual* for above services: category 1 \$3,000 category 2 & 3 \$2250					
Housing Assistance	As necessary for successful enrollment/completion of pre-apprenticeship training.	\$1,000	N/A	N/A	<p>Rent or deposit assistance, payable to established rental entities*. The provider will disperse all reimbursements. Mortgage company or rental property to be paid directly.</p> <p>disperse all reimbursements. Mortgage company or rental property to be paid directly.</p>
* should special circumstances exist, please contact PASS coordinator for assistance.					

All qualified services will be paid on behalf of the individual receiving services by the Program administrator directly to the service provider.

All support service funding provided must be documented by the organization preparing the individual for training or construction work, and retained as part of their records.

If you have questions, or if special circumstances exist and guidance or preapproval is needed, please contact OECRPASSProgram@wsdot.wa.gov