

**SOUTHWESTERN AREA
WORKFORCE DEVELOPMENT BOARD**

**YOUTH REQUIRES ADDITIONAL ASSISTANCE
POLICY 18-03**

DATE OF ISSUE

October 25, 2018

EFFECTIVE DATE

November 1, 2018

APPLICABILITY

WIOA Youth

PURPOSE

To provide Youth Service Providers, contracted by the Southwestern Area Workforce Development Board SAWDB) guidance regarding the definition, “an individual (including a youth with a disability) who requires additional assistance to complete an educational program or secure and hold employment”.

BACKGROUND

The WIOA mandates that youth participants between the ages of 14 to 21 In-school youth or 16 to 24 Out-of-School Youth not only be income eligible but must have **one** (1) of fourteen (14) barriers to employment.

ACTION REQUIRED

SAWDB contracted youth service providers will use the SAWDB’s definition of the following criteria:

Out-of-School Youth (16-24):

A low-income individual who requires additional assistance to:

- A. complete an educational program; a youth who is in need of a high school diploma or equivalent; or has dropped out of a post-secondary educational program during the past 12 calendar months; or has a diploma but requires additional education in order to obtain or retain employment;

OR

- B. secure and hold employment: a youth that is not currently attending any school (including a youth with a diploma or equivalent) who has not held a full-time job for more than three consecutive months; or has a poor work history, to include no work history; or has been fired from a job in the last 6 calendar months; or lacks work readiness skills necessary to obtain and/or retain employment;

AND

Includes at least one of the following characteristics:

- 1) Child of Incarcerated Parent(s)
- 2) Lacks occupational and/or educational goals/skills
- 3) Migrant Youth
- 4) Chronic behavior problems at school
- 5) Native American
- 6) Youth at-risk of court involvement
- 7) Refugee
- 8) Substance abuse
- 9) Family Illiteracy
- 10) Victim/witness of domestic violence or other abuse In-school youth (14-21)

In-School Youth (14-21)

A youth who requires additional assistance to:

- A. complete an educational program: a youth who is at risk of dropping out of high school as documented by his/her school; or had previously dropped out of an educational program but has returned to school (including an alternative school); has below average grades; or a youth with poor attendance patterns in an educational program during the last twelve calendar months; or has previously been placed in out-of-home care (foster care,

group home, or kinship care) for more than 6 months;

OR

- B. secure and hold employment: an in-school youth who has not held a job for more than three consecutive months; or has a poor work history to include no work history; or has been fired from a job in the last 6 calendar months; or lacks work readiness skills necessary to obtain and/or retain employment;

AND

Includes at least one of the following characteristics:

- 1) Child of Incarcerated Parent(s)
- 2) Lacks occupational and/or educational goals/skills
- 3) Migrant Youth
- 4) Chronic behavior problems at school
- 5) Native American
- 6) Youth at-risk of court involvement
- 7) Refugee
- 8) Substance Abuse
- 9) Family Illiteracy
- 10) Victim/witness of domestic violence or other abuse

Enrollment using the additional assistance barrier is limited to 5% of in-school youth.

Acceptable documentation:

- a) IEP denoting disability or exceptionality that requires;
- b) Letter from physician or other professional diagnostician denoting disability or;
- c) Documentation from Social Security Administration denoting disability or;
- d) Documentation from the Division of Vocational Rehabilitation denoting disability

INQUIRIES

WIOA Administrative Entity; (575) 744-4857.

ATTESTED

This policy was approved through board resolution on October 25, 2018

SAWDB Board Chair Signature

Date