



YOUTH NEEDS ADDITIONAL ASSISTANCE POLICY

Background

Eligibility criteria for WIOA Youth Services consist of two primary components:

1. Income eligibility, and
2. Employment barriers.

Barriers to employment are specifically listed as the following:

- School dropout
- Basic skills deficient
- Offender
- Homeless
- Pregnant or parenting
- Documented disability
- English language learner

In order to receive services under WIOA, a youth must be income eligible and possess one of the specific barriers listed above.

The Workforce Innovation and Opportunity Act allow the local area to provide services to youth who are low income, but do not meet one of the WIOA identified barriers.

These participants are considered “youth who need additional assistance” to complete an educational program or to secure and hold employment Sections 129 (l) (B) (iii) VIII) and (l) (C) (iv) (VII).

Providers of Title I Youth services should only use this barrier if none of the other WIOA recognized barriers apply or if the required documentation cannot be obtained for an identified WIOA recognized barrier.

Needs Additional Assistance

The Capital Region WDB local policy defines “youth who needs additional assistance” based on an assessment of ongoing needs of youth in our communities. The circumstances include:

For In-School Youth (ISY)

- Has poor attendance patterns in an educational program during the last 12 calendar months from absenteeism or suspension or who is at risk of expulsion; **or**
- Is failing core subjects; **or**
- Is more than one grade level behind; **or**
- Has previously been placed in foster care for more than 6months between the ages of 14-21; **or**
- Has experienced the loss of a primary caregiver (parent or guardian) due to debilitating health issues, death, incarceration or military service; **or**
- Has experienced recent traumatic events, is the victim of abuse or suffers from serious emotional or medical problems; **or**

- Is currently or in the past 12 months has been involved with gang activities or is currently living with someone who engages in gang activity.

In accordance with Section 129(a) (3) (B), no more than 5% of the ISY who meet the “requires additional assistance” barrier may enroll in the youth program.

For Out-of-School Youth (OSY)

- Has dropped out of a post-secondary educational program during the last 12 calendar months; **or**
- Has a poor work history (unemployed more than employed/ has been fired from a job in the last 6 months; **or**
- Has previously been placed in foster care for more than 6 months between the ages of 16-21 or has aged out of foster care; **or**
- Has experienced the loss of a primary caregiver (parent or guardian) due to debilitating health issues death, incarceration or military service; **or**
- Has been mandated by court or referred by agency to complete training and/or secure employment; **or**
- Has experienced recent traumatic events, is the victim of abuse or suffers from serious emotional or medical problems; or
- Is currently or in the past 12 months has been involved with gang activities or is currently living with someone who engages in gang activity.

Documentation

Program staff must record in OSOS that the eligible youth is a youth who needs additional assistance, as defined by the local policy. An OSOS Comment must be entered confirming if the additional assistance is to complete an educational program or to secure and hold employment. The information must be recorded at the time of enrollment or first service under the youth program. A copy of the source documentation (including self-attestation where applicable) must be retained in the customer folder.

Self-attestation, except where it is prohibited by Federal or State Guidelines is an acceptable data element validation method. Self-attestation must include the following signed statement:

“I certify that the information provided on this document is true and accurate to the best of my knowledge. I understand that such information is subject to verification and further understand that the above information, if misrepresented or incomplete, may be grounds for immediate termination from any WIOA program and/or penalties as specified by law.”

Barrier	ISY	OSY	Date Element Verification
Attendance patterns	X	X	Records from educational institution (i.e. diploma, GED certificate, transcripts, attendance record, dropout letter, or documentation from school. Self-attestation is not allowable.
Failing core subjects	X		Records/transcripts from educational institution. Self-attestation is not allowable.
Grade level	X		Records/transcripts or documentation from educational institution. Self-attestation is not allowable.
Foster Care	X	X	Documentation/confirmation from NYS OCFS or local DSS
Loss of primary parent/guardian	X	X	Record from authorizing agency, public record search, cross reference with public record search.
Work history		X	Employment status at participation, pay stubs, Unemployment Insurance field population,
Mandated participation or referral	X	X	Documentation/confirmation from local DSS, court or referral letter from program/agency (i.e. rehabilitation, recovery, etc.)
Traumatic events or medical issues	X	X	Record or documentation from school official or other qualified professional.
Gang activities	X	X	Court record, juvenile justice record.

