

	<b>Policy No:</b> PW-306
	<b>Effective Date:</b> July 1, 2019 <b>Original Approval:</b> May 4, 2015
	<b>New</b> <input type="checkbox"/> <b>Revised</b> <input checked="" type="checkbox"/>
<b>YOUTH ELIGIBILITY &amp; ENROLLMENT</b>	

**PURPOSE**

To convey expectations for the enrollment of eligible youth into services funded by WIOA under Title I of the Workforce Innovation and Opportunity Act (WIOA) Section 129.

**REFERENCES**

- WIOA 129(a)(1)(B)&(C)
- Oregon WIOA Title 1B Youth Eligibility Policy Rev. 2
- TEGL 23-14
- TEGL 21-16

**POLICY**

As outlined in WIOA, SOWIB expects contractors funded with WIOA resources to make every effort to integrate and align services to eligible youth as part of a broader youth vision to leverage other Federal, state, local, and philanthropic resources to support in-school youth (ISY) and out-of-school youth (OSY).

SOWIB investments into youth services are intended to assure that disadvantaged youth are able to become employed and continue along career paths that lead to greater self-sufficiency.

**Out-of-School Youth (OSY)**

- A. Not attending any school including:
  - 1. A youth who does not have a GED or secondary diploma and is not enrolled in secondary education; or
  - 2. A youth who has a GED or secondary diploma and is not enrolled in postsecondary education; or
  - 3. A youth who is attending an alternative education program, dropout reengagement program or high school equivalency program;\* or
  - 4. A youth who is attending an adult education program under Title II (ABE/ESL), or a YouthBuild or Job Corps program.
- B. Age 16 to 24 at the time of enrollment; and

C. One or more of the following:

1. A secondary school dropout as defined in ORS 339.505(1)(b);
2. A youth who is within the age of compulsory school attendance as defined in ORS 339.010, but has not attended school for at least the most recent complete school year calendar quarter;
3. A recipient of a secondary school diploma or its recognized equivalent who is low income and is either basic skills deficient or an English language learner;
4. An offender;
5. Is a homeless individual aged 16 to 24 who meets the criteria defined in sec. 41403(6) of the Violence Against Women Act of 1994, a homeless child or youth aged 16 to 24 who meets the criteria defined in sec. 725(2) of the McKinney-Vento Homeless Assistance Act or a runaway;
6. In foster care or has aged out of the foster care system or who has attained age 16 years of age and left foster care for kinship guardianship or adoption, a child eligible for assistance under sec. 477 of the Social Security Act (42 U.S.C. 677), or in an out-of-home placement;
7. Is pregnant or parenting;
8. Has a disability;
9. Is low-income who requires additional assistance to enter or complete an educational program or to secure or hold employment.

ORS 660.310 provides that for the purposes of WIOA, an individual enrolled in alternative education programs, as provided by ORS 336.615 to 336.675, may be considered to be an out-of-school youth. See the exception to this below.

20 CFR 681.230 provides adult education under Title II of WIOA, YouthBuild programs, the Job Corps program, high school equivalency programs, and dropout re-engagement programs are not considered to be school for the purposes of determining school status.

**OSY Spending**

- Contractors shall use at least 75 percent of WIOA Title I Youth program resources available after administrative costs have been deducted to serve OSY as defined by WIOA and Oregon WIOA Title 1B Youth Eligibility Policy Rev. 2.
- SOWIB expects that at least 75% of participants enrolled as youth will be enrolled as OSY.

- SOWIB defines OSY who require “additional assistance” as youth who meet the OSY enrollment criteria, are low income and can benefit from the provision of any of the required 14 youth program elements described at 20 CFR 681.310 in order to enter or complete an educational program or to secure or hold employment.
- The required program elements include:
  - A. tutoring, study skills training, instruction, and evidence-based dropout prevention and recovery strategies that lead to completion of the requirements for a secondary school diploma or its recognized equivalent (including a recognized certificate of attendance or similar document for individuals with disabilities) or for a recognized postsecondary credential;
  - B. Alternative secondary school services, or dropout recovery services, as appropriate;
  - C. Paid and unpaid work experiences that have as a component academic and occupational education, which may include—
    - i. Summer employment opportunities and other employment opportunities available throughout school year;
    - ii. Pre-apprenticeship programs;
    - iii. Internships and job shadowing; and
    - iv. On-the-job training opportunities;
  - D. Occupational skill training, which shall include priority consideration for training programs that lead to recognized postsecondary credentials aligned with in demand industry sectors or occupations in the local area involved, if the local board determines that the programs meet the quality criteria described in section 123;
  - E. Education offered concurrently with and in the same context as workforce preparation activities and training for a specific occupation or occupational cluster;
  - F. Leadership development opportunities, which may include community service and peer-centered activities encouraging responsibility and other positive social and civic behaviors, as appropriate;
  - G. Supportive services;
  - H. Adult mentoring for the period of participation and a subsequent period, for a total of not less than 12 months;
  - I. Follow-up services for not less than 12 months after the completion of participation, as appropriate;
  - J. Comprehensive guidance and counseling, which may include drug and alcohol abuse counseling and referral, as appropriate;
  - K. Financial literacy education;
  - L. Entrepreneurial skills training;

- M. Services that provide labor market and employment information about in-demand industry sectors or occupations available in the local area, such as career awareness, career counseling, and career exploration services; and
  - N. Activities that help youth prepare for and transition to postsecondary education and training. (WIOA Sec. 129 (c) (2).
- Contractors are expected to prioritize OYS identified via WorkSource Centers.
  - OSY aged 18 or older should also be co-enrolled as WIOA Title I Adults and/or Dislocated Workers.

### **In-School Youth (ISY)**

- A. Enrolled in a secondary or post-secondary education institution\*;
- B. Age 14 to 21 at the time of enrollment;
- C. Is, or is a member of a family that is low-income; and
- D. One or more of the following:
  1. Basic skills deficient;
  2. An English language learner;
  3. An offender;
  4. Is a homeless individual;
  5. Is pregnant or parenting;
  6. Has a disability;
  7. Is an individual who requires additional assistance to enter or complete an educational program or to secure or hold employment.

\*Exception: TEGL 21-16 provides that youth attending high school equivalency programs, including those considered to be dropout re-engagement programs, funded by the public K-12 school system who are classified by the school system as still enrolled in school are considered In-School Youth.

- Contractors must not expend more than 25 percent of WIOA Title I Youth program resources available after administrative have been deducted to serve ISY as defined by WIOA and Oregon WIOA Title 1B Youth Eligibility Policy Rev. 2.
- SOWIB expects no more than 25% of participants enrolled as youth will be enrolled as ISY.
- SOWIB defines ISY who require “additional assistance” as youth who meet the ISY enrollment criteria, are low income and can benefit from the provision of any of the required 14 youth program elements described at 20 CFR 681.310 in order to enter or complete an educational program or to secure or hold employment (a complete list of the 14 elements is provided in the OSY section of this policy).

## **PROCESS**

- Each eligible youth must be provided with an objective assessment of academic and skill levels and service needs, in order to develop an individual service strategy (ISS) directly linked to one or more performance indicators and that identifies career pathways that include education and employment goals.
- All youth will be provided access to the required 14 program elements. The program elements identified as appropriate for the participant must be based on the objective assessment and the plan developed in the ISS (WIOA Sec. 129 (c)(1))
- Contractors will track enrollments and investments in order to maintain the expectation that at least 75% of resources and enrollments will be directed at OSY and no more than 25% will be directed at ISY.