

Mass Workforce Issuance

Workforce Issuance No. 13-32

Policy Information

To: Chief Elected Officials
Workforce Investment Board Chairs
Workforce Investment Board Directors
Title I Administrators
Career Center Directors
Title I Fiscal Officers
DCS Operations Managers

cc: WIA State Partners

From: Alice Sweeney, Director
Department of Career Services

Date: May 20, 2013

Subject: **TEN 31-12 Youth Practitioner's Resource Guide to Supportive Services**

Purpose: To notify Local Workforce Investment Boards, One-Stop Career Center Operators and other local workforce investment partners the release and availability of the [First Step: A Youth Practitioner's Resource Guide to Supportive Services](#) through the Employment and Training Administration's (ETA) Training and Employment Notice ([TEN](#)) No. 31-12 dated April 12, 2013.

Background: Programs funded by ETA provide targeted services, such as occupational skills training, subsidized employment, and educational attainment. Grantees are encouraged, or required, (as in the case of the Workforce Investment Act Youth Program), to make available supportive services when they are necessary to enable an individual to participate in authorized activities. Developing intentional partnerships with private and public sector agencies increases the resources available to meet the needs of youth. This resource guide provides valuable information and links to the following supportive services:

Cash Assistance	Foster Care	Legal Aid
Child Care	General Assistance	Mentoring
Child Support	Health, Mental Health, and	Transportation
Disabilities	Substance Abuse	Violence and Abuse
Financial Literacy	Homelessness	Volunteer Opportunities
Food/Nutrition	Juvenile Justice	

Action

Required: Please disseminate this information and assure that youth staff is aware of this information.

Inquiries: Questions concerning this Training and Employment Notice should be directed to the appropriate regional office.