



Workforce Issuance

100 DCS 19.117

Policy Information

To: Chief Elected Officials
MassHire Workforce Board Chairs
MassHire Workforce Board Directors
MassHire Career Center Directors
MassHire Fiscal Officers
MassHire DCS Operations Managers

cc: WIOA State Partners

From: Diane Hurley, Acting Director
MassHire Department of Career Services

Date: March 29, 2023

Subject: **WIOA Title I Youth Formula Program Guidance – TEGL 9-22**

Purpose: To provide MassHire Workforce Boards, MassHire Career Center Operators, WIOA Youth Service Providers, and other local workforce partners guidance to address the Employment and Training Administration (ETA's) priorities for youth programs, and further clarify WIOA Youth program policies. The guidance is detailed in Training Employment and Guidance Letter ([TEGL](#)) No. 9-22 - [Workforce Innovation and Opportunity Act Title I Youth Formula Program Guidance](#), released on March 3, 2023.

Background: This is the first WIOA Youth program guidance since the COVID-19 pandemic required states and local areas to shift service delivery strategies and develop innovative approaches to serving youth. Since then, ETA has set priorities for programs serving youth as well as a vision for coordination and impact, many based on lessons learned from the pandemic and best practices used in states and local areas. It also provides information to help states and local areas

An equal opportunity employer/program.

Auxiliary aids and services are available upon request to individuals with disabilities.

TDD/TTY 1-800-439-2370 - Voice 1-800-439-0183

improve services, supports, and outcomes for youth, particularly opportunity youth (out-of-school and out-of-work youth), by integrating equity and job quality principles into program design and service delivery as well as elevating youth voice and addressing mental health.

This guidance highlights different ways to meet the evolving needs of youth participants. Section 4 includes important policy clarifications that States and local areas need to be aware of when developing and implementing the WIOA Youth program including:

- a. Documenting WIOA Youth Eligibility
- b. Mental Health Assessment, Referrals, and Training for Staff
- c. Virtual Work Experiences
- d. Digital Literacy and Access
- e. Assessment
- f. Supportive Services
- g. Reporting and Expenditures for Pre-Apprenticeship and Apprenticeship
- h. Comprehensive Guidance and Counseling Reporting
- i. Follow-up Services and Mentoring Reporting
- j. Reporting Barriers, Including In-School Youth Who Require Additional Assistance

Effective: Immediately

Inquiries: Please share with managers, staff, and partners as appropriate.

Reference: TEGL No. 9-22