

Mass Workforce Issuance

Workforce Issuance No. 14-93

☒ **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: November 4, 2014

Subject: **Youth Requires Additional Assistance Barrier**

Purpose: To notify Local Workforce Investment Boards, One-Stop Career Center Operators and other local workforce investment partners of the local requirements pertaining to the use of the Youth Requires Additional Assistance eligibility barrier.

Background: The WIA definition of eligible youth includes three parts: 1) age, 2) low income, and 3) is within one or more of the following categories:

- (1) Deficient in basic literacy skills
- (2) School dropout
- (3) Homeless, runaway or foster child
- (4) Pregnant or parenting
- (5) Offender
- (6) Is an individual (including a youth with a disability) who requires additional assistance to complete an educational program, or to secure and hold employment (WIA Section 101 (13)(c)(vi)). Local areas must define the sixth barrier.

The definition of the Youth Requires Additional Assistance barrier often includes a list of youth characteristics. The following examples of such characteristics are drawn from state and local level policies throughout the country; Massachusetts does not endorse the use of any particular characteristic and the list is not intended to be all-inclusive.

Examples include a youth who: is one of more grade levels below their actual grade level in reading or math; has an above average number of absences during the past school year in comparison to other students in the school; is placed on probation, suspended from school, or expelled from school one or more times during the past two years; is an individual with a disability; has an incarcerated parent; is limited English proficient; is an out-of-school youth who has not held a full-time job for more than three consecutive months and lacks work readiness skills necessary to obtain and retain employment as documented by the youth objective assessment.

Policy: Utilization of the Youth Requires Additional Assistance barrier for youth program eligibility determination must be supported by a locally approved policy. The local definition must be approved by the Workforce Investment Board and included in the Annual Plan. Implementation of the Youth Requires Additional Assistance barrier must include documentation that clearly demonstrates that the youth meet this definition.

Action Required: Local policies for the Youth Requires Additional Assistance barrier must be approved by the Workforce Investment Board and included in the Local Annual Plan. If a local definition is already in place and board-approved, but has not been incorporated into the Local Annual Plan it may be included as an addendum. In such cases, please email the definition with documentation of board approval to Lisa Caissie LCaissie@detma.org. DCS will include the locally approved definition with the local area Annual Plan file.

Please assure that all appropriate staff persons are knowledgeable of the content of this Policy Issuance.

Reference: Workforce Investment Act of 1998 (WIA), as amended (29 U.S.C. 2801 et seq.)
<http://www.doleta.gov/usworkforce/wia/wialaw.pdf>

TEGL No. 05-14, *Workforce Investment Act (WIA) Youth Program Guidance for Program Year (PY) 2014*
http://wdr.doleta.gov/directives/attach/TEGL/TEGL_05-14_Acc.pdf

Effective: Immediately

Inquiries: Please email all questions to PolicyQA@detma.org. Also, indicate Issuance number and description.