
WIA Youth

- Stimulus Eligibility

Presenter:

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Session Overview

- Program Eligibility – Service Eligibility
 - Eligibility Considerations
 - Youth Eligibility Criteria
 - TABE and Eligibility
 - Source Documentation – WIATL 27
 - Reporting & Data Integrity
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Program Eligibility vs Service Eligibility

- WIA is **not** an entitlement program
 - Eligibility criteria permits local flexibility and ability to design programs that are responsive to local needs
 - Programs should fit the need of the youth rather than having the youth fit into your program
 - Youth who are interested in the WIA Youth Program may be better served (e.g. have their needs met) by someone else in the community.
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Entitlement vs Need

From WIA Section 195 “General Program Requirements”

- (1) Each program under this title shall provide employment and training opportunities to those who can benefit from, and who are most in need of, such opportunities. In addition, efforts shall be made to develop programs which contribute to occupational development, upward mobility, development of new careers, and opportunities for nontraditional employment.
- (12) Nothing in this title shall be construed to provide an individual with an entitlement to a service under this title.
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WIA Program vs Service Eligibility

- Access to WIA services is based on many factors which include:
 1. Program eligibility
 2. Suitability for services available
(ability to benefit from and successfully complete program)
 3. Customer career goals and objectives
 4. Local area policies and procedures
 5. Local funding, capacity, and resources
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Eligibility Considerations

- Be consistent, compliant, and customer-focused
(Do you screen them in or screen them out?)
 - Document as needed – follow federal, state, and local rules, but make sure there is a reason why you're requiring the info from the customer!
 - Be as expedient as possible – you are the gatekeeper for individuals getting the services they need!!
 - Basic intake screens in SCOTI alone do not equal participation for performance – (e.g. It's okay to enter basic information for universal customer headcount purposes—This doesn't count toward performance!)
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Common Misunderstandings with Youth Eligibility

- “Low Income” always means family and/or individual earnings
 - 6-month income always has to be documented
 - Self-attestation is never acceptable documentation
 - All low income categories must be documented
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Youth Eligibility Snapshot – 95%

- **Aged 14-24**
 - **Low Income** (statutorily defined categories & income guidelines)
 - **With one or more of the following barriers:**
 - * Basic literacy skills deficient
 - * School dropout
 - * Homeless, runaway or foster child
 - * Pregnant or parenting
 - * Offender
 - * Is an individual (including youth with a disability) who requires **additional assistance*** to complete an educational program or to secure and hold employment
(* defined by the local board)
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Youth Eligibility Snapshot - 5% Exception

Up to 5% of youth participants served by youth programs in a local area may be individuals who do not meet the income criterion for eligible youth, but who have **one** or more of the following barriers:

- * School dropout
 - * Basic skills deficient
 - * Behind one or more grade levels
 - * Pregnant or parenting
 - * Individual with a disability (real or perceived)
 - * Homeless or runaway
 - * Offender
 - * **Face serious barrier(s) to employment** as identified by the local board
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General Eligibility Criteria

- Must be 14-24 years of age
 - Age is frozen once the youth is registered in the program
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General Eligibility Criteria

Citizenship Status/Authorization to Work: **Section 188(a)(5)**

Participation in programs and activities shall be available to:

- Citizens and nationals
 - Lawfully admitted permanent resident aliens, refugees, asylees, and parolees
 - Other immigrants authorized by the Attorney General to work in the United States
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General Eligibility Criteria

Proper Selective Service Registration

- All applicants must meet requirements of the Military Selective Service Act
 - Males born on or after Jan 1, 1960
 - Can register within 6 months of their 18th birthday and up to the age of 26
 - Exempt from registration if he is an honorably discharged veteran or has an obvious mental or physical disability which would permanently disqualify him from military service
 - www.sss.gov – website to check / verify compliance with this requirement
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General Eligibility Criteria

Selective Service, continued

- If registration is not found or proven, and exempt categories are not applicable.....
 - if he is 18-25 years of age, can register him at application
 - if too old to register, ask if his failure to register was knowing or willful. If “no,” he can be served in the program
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“Low Income”

95% of all Youth Participants

- This is a statutory definition
 - Six categories of low income
 - Applicant need only satisfy one of the categories to meet the definition
 - Document the one category that is the easiest!!!
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Low Income Categories

1. Receives or is a member of a family that receives cash payments under a Federal, State, or local income based public assistance program

(TANF/OWF, SSI, Refugee Assistance, Disability Assistance)

Low Income - Categories

- 2.** Received an income, or is a member of a family that received a total family income for the 6-month period prior to application for the program that, in relation to family size, does not exceed the higher of the poverty level (for the equivalent period of time) or 70% of the lower living standard income level (LLSIL) for an equivalent period of time
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Poverty Level & LLSIL Guidelines

- It's the higher of either 100% of the poverty level OR 70% of LLSIL
 - Tables are revised in SCOTI when both tables are revised at the federal level
 - Poverty tables are revised first (winter), followed by LLSIL in late spring
 - Notification of SCOTI update is made via e-alert on website and SCOTI What's New last week
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Low Income Categories, continued

- 3.** Is a member of a household that receives (or has been determined within the 6-month period prior to application for the program involved to be eligible to receive) food stamps
 - 4.** Qualifies as a homeless individual
 - 5.** Is a foster child on behalf of whom State or local government payments are made
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Low Income Categories, continued

- 6.** Is an individual with a disability whose own income meets the income requirements described for a family size of one but who is a member of a family whose income does not meet such requirements

Note: Local areas need to continue to assess if family will fall within income guidelines. If not, based upon initial assessment, local areas can consider this category. Documentation of the 6-month family income is not expected.

Family (DOL Definition)

- Two or more persons related by blood, marriage, or decree of court, who are living in a single residence, and are included in one or more of the following categories:
 - A. A husband, wife, and dependent children
 - B. A parent(s) or guardian(s) and dependent children.
 - C. A husband and wife.

The issue of guardianship concerning dependent children may be determined by decree of court or may be determined by a state or federal agency which has established or assumed guardianship.

Youth Barrier Information

- You must document one barrier
 - Collecting all barrier information is a good practice, not just the one that is documented
 - Enter all barrier information into SCOTI
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Youth Eligibility – Barrier Definitions

- **Basic Literacy Skills Deficient** – An individual who computes or solves problems, read, writes, or speak English at or below the 8th grade level or is unable to compute or solve problems, read, write, or speak English at a level necessary to function on the job, in the individual's family, or in society.
 - **School Dropout** – An individual who is no longer attending school and has not received a secondary school diploma or its recognized equivalent.
 - **Homeless** – An individual who lacks a fixed, regular, adequate night-time residence.
NOTE: Includes people staying at shelters, pre-institutionalization facilities, or places not designated or ordinarily used as a regular sleeping accommodation by human beings.
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Youth Eligibility – Barrier Definitions, continued

- **Runaway** – A person under 18 years of age who absents himself or herself from home or place of legal residence without the permission of his or her family.
 - **Foster Child** – An individual who is **in** foster care or **has been** in the foster care system.
 - **Pregnant or Parenting** – An individual who is either under 22 years of age and who is pregnant, or an individual (male or female) who is providing custodial care for one or more dependents under the age of 18.
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Youth Eligibility – Barrier Definitions, continued

- **Offender** – An individual who is or has been subject to any stage of the criminal justice process for committing a status offense or delinquent act or someone who requires assistance in overcoming barriers to employment resulting from a record of arrest or conviction for committing delinquent acts, such as crimes against persons, property, status offenses, or other crimes.
 - **Youth Who Needs Additional Assistance (includes Youth with a disability)** – A person who is between the ages of 14 and 21 who requires additional assistance to complete an educational program, or to secure and hold employment as defined by the local board.
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Youth Eligibility – Barrier Definitions, continued

- **Behind One or More Grade Levels** – An individual with educational attainment that is one or more grade levels below the grade appropriate to the age of the individual.



Youth Eligibility – Barrier Definitions, continued

- **Individual with a Disability** – An individual with a physical or mental impairment that substantially limits one or more of the person's major life activities.
 - **Faces Serious Barrier(s) to Employment** - An individual between the ages of 14 and 21 who faces serious barriers to employment as defined by the local board.
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Is TABE part of ELIGIBILITY?

- TABE tests (or other literacy – numeracy assessment) should not be given at initial assessment
 - You have up to 60 days to give the literacy/numeracy test
 - DOL TEGL 17-05 suggests that the TABE test makes the person registered for WIA
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How long does all this take?

- No prescribed time by the law or the regulations but quicker is better
 - Local areas can create policy
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DATA RULE #1

**If it's not in
SCOTI....
it didn't
happen!!**



Data Validation

- DOL requirement that states conduct file reviews to ensure accurate reporting of required data elements
- State guidance issued (WIATL 27) regarding acceptable source documentation – closely follows DOL requirements
- ODJFS Program Monitors conduct data validation reviews with local areas at designated times
- Began November 2006

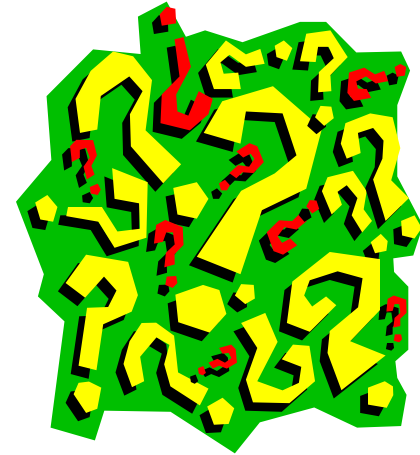


Performance & Data Integrity

- Performance numbers are only as good as the data entered into SCOTI – **ALL** info on participants must be entered!
 - Regularly scheduled follow-ups (during services and after exit) and entering that information into SCOTI is the key to meeting performance
 - Accurate record keeping and proper documentation required
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Got Questions???

We've Got Answers!!!



Send an e-mail to:

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