

	Policy No: PW-306
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	New ☐ Revised ☒
YOUTH ELIGIBILITY & ENROLLMENT	

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
TEGL 23-14
TEGL 21-16
20 CFR 681.200 – 681.220

POLICY

As outlined in WIOA, SOWIB expects that Youth workforce Investment Activities are integrated and aligned to provide service 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).

Out-of-School Youth (OSY)

An out-of-school youth is an individual who is:

- (a) Not attending any school (as defined under State law);
- (b) Not younger than 16 or older than age 24 at time of enrollment. Because age eligibility is based on age at enrollment, participants may continue to receive services beyond the age of 24 once they are enrolled in the program; and
- (c) One or more of the following:
 - (1) A school dropout;
 - (2) A youth who is within the age of compulsory school attendance, but has not attended school for at least the most recent complete school year calendar quarter. School year calendar quarter is based on how a local school district defines its school year quarters;
 - (3) A recipient of a secondary school diploma or its recognized equivalent who is a low-income individual and is either basic skills deficient or an English language learner;
 - (4) An individual who is subject to the juvenile or adult justice system;
 - (5) A homeless individual, a runaway, an individual who is in foster care or has aged out of the foster care system, a child eligible for assistance under section 477 of the Social Security Act, or an individual who is in an out-of-home placement;
 - (6) An individual who is pregnant or parenting;
 - (7) An individual with a disability;

(8) A low-income individual 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 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 in school for the purposes of determining school status.

OSY Spending

- Providers of youth services 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 unless a waiver has been granted.
- 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;

- 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 a duration of at least 12 months, that may occur both during and after program participation;
 - 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 OSY 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)

An ISY is an individual who is:

- (a) Attending school (as defined by State law), including secondary and postsecondary school;
- (b) Not younger than age 14 or (unless an individual with a disability who is attending school under State law) older than age 21 at time of enrollment. Because age eligibility is based on age at enrollment, participants may continue to receive services beyond the age of 21 once they are enrolled in the program;
- (c) A low-income individual; and
- (d) One or more of the following:
 - (1) Basic skills deficient;
 - (2) An English language learner;
 - (3) An offender;
 - (4) A homeless individual aged 14 to 21 who meets the criteria defined in sec. 41403(6) of the Violence Against Women Act of 1994 ([42 U.S.C. 14043e-2\(6\)](#)), a homeless child or youth aged 14 to 21 who meets the criteria defined in sec. 725(2) of the McKinney-Vento Homeless Assistance Act ([42 U.S.C. 11434a\(2\)](#)), or a runaway;
 - (5) An individual in foster care or who has aged out of the foster care system or who has attained 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;

(6) An individual who is pregnant or parenting;

(7) An individual with a disability; or

(8) An individual who requires additional assistance to 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.

- Providers of youth services 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 unless a waiver has been granted.
- 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))
- Providers of youth services 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.