



**POCONO COUNTIES
WORKFORCE DEVELOPMENT BOARD (WDB)/AREA (NE 135)**

POCONO COUNTIES WIOA TITLE I-B YOUTH PROGRAM ELIGIBILITY POLICY

1. Purpose

The purpose of this policy is to ensure that all WIOA Program Operators are in compliance with the requirements of the **Workforce Innovation and Opportunity Act (WIOA)** Title I-B Programs regarding eligibility, and allowable services as authorized in the Act. The policy also explains the interaction between the Title I-B Youth Program and the Veterans’ Priority of Service requirement of the WIOA.

2. Effective Date: 5/27/16

3. Implementation

WIOA In-School Youth (14-21)

Eligibility	WIOA In-School Youth Services
<p>To be eligible as a WIOA In-School (ISY) participant, individuals must meet the General Eligibility criteria as shown below and meet the definition of an In-School Youth as defined in WIOA Sec. 129(a)(1)(C).</p> <ul style="list-style-type: none"> • Ages 14-21 (at WIOA Registration although youth age 13 can be determined eligible for the ISY Program. However, the first service must not be provided until age 14.) • U.S. Citizen or Eligible-to-Work • Selective Service (if applicable) • Resident of the Pocono Counties WDA <p>In-School Youth (14-21) – the term “in-school youth” means an individual who is –</p> <ol style="list-style-type: none"> 1. attending school (as defined by State law); (<i>WIOA ISY (14-21) Application School Status: In-School, HS or Less; In-School, Alternative School; In-School, Post HS</i>) 2. not younger than age 14 or (unless an individual with a disability who is attending school under State law) older than age 21; 	<p>YOUTH PROGRAM REQUIREMENTS</p> <ul style="list-style-type: none"> • Youth Objective Assessment, Service Strategy (WYR01) <p>YOUTH EDUCATIONAL ACHIEVEMENT SERVICES</p> <ul style="list-style-type: none"> • Tutoring, Study Skills Training, and Instruction Leading to Completion of Secondary School (Including Dropout Prevention Strategies) (WYS01) • Alternative Secondary School Services (WYS02) <p>YOUTH EMPLOYMENT SERVICES</p> <ul style="list-style-type: none"> • Occupational Skills Training (WYS06) • Entrepreneurial Skills (WYS11) • Education Offered Concurrently with and in the same context as workforce preparation activities and training for a specific occupation or occupational cluster (WYS13) <p>ADDITIONAL SUPPORT FOR YOUTH SERVICES</p>

3. a low-income individual; **and** one or more of the following:

- (A.) Basic skills deficient
- (B.) An English language learner
- (C.) An offender
- (D.) A homeless individual (as defined in section 41403(6) of the Violence Against Women Act of 1994 (42 U.S.C. 14043e–2(6))), a homeless child or youth (as defined in section 725(2) of the McKinney-Vento Homeless Assistance Act (42 U.S.C. 11434a(2))), a runaway, 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 (42 U.S.C. 677), or in an out-of-home placement.
- (E.) Pregnant or parenting
- (F.) A youth who is an individual with a disability.
- (G.) An individual who requires additional assistance to complete an educational program or to secure or hold employment. *
Note- Based on TEGL 8-15, no more than 5% of ISY participants served during a Program Year may be eligible based on this barrier.

The Pocono Counties WDB defines (G.) as a Low Income IS Youth who lacks any prior work history and would benefit from participation in WIOA Work Experience Program Services.

Low Income Individual –

1. In General – The term “low-income individual” means an individual who -
 - (a) receives, or in the past 6 months has received, or is a member of a family that is receiving or in the past 6 months has received, assistance through the supplemental nutrition assistance program established under the Food and Nutrition Act of 2008 (7 U.S.C. 2011 et seq.), the program of block grants to States for temporary assistance for needy families program under part A of title IV of the Social Security Act (42 U.S.C. 601 et seq.), or the supplemental security income program established under title XVI of the Social Security Act (42 U.S.C. 1381 et seq.), or State or local income-based public assistance;
 - (b) is in a family with total family income that does not exceed the higher of—
 - (1) the poverty line; or
 - (2) 70 percent of the lower living standard income level;
 - (3) is a homeless individual (as defined in section 41403(6) of the Violence Against Women Act of

- Adult Mentoring (WYS08)
- Comprehensive Guidance and Counseling (WYS09)
- Financial Literacy Education (WYS12)
- 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 (WYS14)

YOUTH LEADERSHIP DEVELOPMENT OPPORTUNITIES

- Youth Leadership Development Opportunities (WYS10)

YOUTH WORK EXPERIENCE

- Work Experience: Summer Employment Opportunities Directly Linked to Academic and Occupational Learning (WSM01)
- Work Experience: Summer Services for Academic – Basic Educational Skills Enrichment (WSM02)
- Work Experience: Internship (WYS04)
- Work Experience: Job Shadowing (WYS05)
- Work Experience: On-the-Job Training (WYS07)

YOUTH TRAINING SERVICES

- Partner Program Funded Training (WTS10) – training funded by a partner program (e.g., TAA)
- Registered Apprenticeships (WYS15)

ASSESSMENT TESTING SERVICES

- ABLE (WAT01)
- BEST (WAT02)
- BEST Plus (WAT03)
- CASAS (ESL) (WAT04)
- CASAS (Life Skills) (WAT05)
- TABE (7-8) (WAT07)
- TABE (9-10) (WAT08)
- WorkKeys (WAT09)
- WorkKeys – Workplace Skills Analysis (WWKWSA)
- Participant Refused Assessment Testing (WPRAT)

YOUTH SUPPORTIVE SERVICES

- Linkages to Community Services (WYS20)
- Assistance with Transportation (WYS21)

<p>1994 (42 U.S.C. 14043e-2(6))), or a homeless child or youth (as defined under section 725(2) of the McKinney-Vento Homeless Assistance Act (42 U.S.C. 11434a(2)));</p> <p>(4) receives or is eligible to receive a free or reduced-price lunch under the Richard B. Russell National School Lunch Act (42 U.S.C. 1751 et seq.);</p> <p>(5) is a foster child on behalf of whom State or local government payments are made; or</p> <p>(6) is an individual with a disability whose own income meets the income requirement of clause, but who is a member of a family whose income does not meet this requirement.</p> <p>2. LOWER LIVING STANDARD INCOME LEVEL. The term “lower living standard income level” means that income level (adjusted for regional, metropolitan, urban, and rural differences and family size) determined annually by the Secretary of Labor based on the most recent lower living family budget issued by the Secretary. WIOA Sec. 3(36)</p> <p>NOTE: In-School Youth (14-21) living in a high-poverty area are also considered “low income” for purposes of determining ISY eligibility.</p>	<ul style="list-style-type: none"> • Assistance with Child Care and Dependent Care (WYS22) • Assistance with Housing (WYS23) • Referral to Medical Services (WYS24) • Assistance with Uniforms or Other Appropriate Attire and Work-Related Tool Costs, including Such Items as Eyeglasses and Protective Eye Gear (WYS25) • Youth Stipend (WYS26) • Assistance with Educational Testing (WYS27) • Reasonable Accommodations for Youth with Disabilities (WYS28) <p>YOUTH FOLLOW-UP SERVICES (follow-up services can only be provided after program exit)</p> <ul style="list-style-type: none"> • Leadership Development and Supportive Services Activities (WYF01) • Regular Contact with a Youth Participant’s Employer, Including Assistance in Addressing Work-Related Problems that Arise (WYF02) • Assistance in Securing Better Paying Jobs, Career Development, and Further Education (WYF03) • Work-Related Peer Support Groups (WYF04) • Adult Mentoring (WYF05) • Tracking the Progress of Youth in Employment and/or Postsecondary Education (WYF06)
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Basic Skills Deficient Individual

An individual who is a youth, that the individual has English reading, writing, or computing skills at or below the 8th grade level on a generally accepted standardized test; or

An individual who is a youth or adult, that the individual is unable to compute or solve problems, or read, write, or speak English, at a level necessary to function on the job, in the individual’s family, or in society.

WIOA Out-of-School Youth (16-24)

Eligibility	WIOA Out-of-School Youth Services
<p>To be eligible as a WIOA Out-of-School (OSY) participant, individuals must meet the General Eligibility criteria as shown below and meet the definition of an Out-of-School Youth as defined in WIOA Sec. 129(a)(1)(B).</p> <ul style="list-style-type: none"> • Ages 16-24 (at WIOA registration) • U.S. Citizen or Eligible-to-Work • Selective Service (if applicable) • Resident of the Pocono Counties WDA <p>Out-of-School Youth (16-24) – the term “out-of-school youth” means an individual who is –</p> <ol style="list-style-type: none"> 1. not attending any school (as defined under State law); <i>(WIOA OSY Application School Status: Not Attending School or HS Dropout; Not Attending School, HS Graduate)</i> 2. not younger than age 16 or older than age 24; and one or more of the following: <ol style="list-style-type: none"> (A.) A school dropout. (B.) 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 (C.) A recipient of a secondary school diploma or its recognized equivalent who is a low-income individual and is <ol style="list-style-type: none"> (i) basic skills deficient; or (ii) an English language learner (D.) An individual who is subject to the juvenile or adult justice system (E.) A homeless individual (as defined in section 41403(6) of the Violence Against Women Act of 1994 (42 U.S.C. 14043e–2(6))), a homeless child or youth (as defined in section 725(2) of the McKinney-Vento Homeless Assistance Act (42 U.S.C. 11434a(2))), a runaway, 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 (42 U.S.C. 677), or in an out-of-home placement. (F.) An individual who is pregnant or parenting (G.) A youth who is an individual with a disability (H.) A low-income individual who requires additional assistance to enter or complete an educational program or to secure or hold employment. <p><i>The Pocono Counties WDB defines (H.) as a low-income OS Youth who lacks any prior</i></p> 	<p>YOUTH PROGRAM REQUIREMENTS</p> <ul style="list-style-type: none"> • Youth Objective Assessment, Service Strategy (WYR01) <p>YOUTH EDUCATIONAL ACHIEVEMENT SERVICES</p> <ul style="list-style-type: none"> • Tutoring, Study Skills Training, and Instruction Leading to Completion of Secondary School (Including Dropout Prevention Strategies) (WYS01) • Alternative Secondary School Services (WYS02) <p>YOUTH EMPLOYMENT SERVICES</p> <ul style="list-style-type: none"> • Occupational Skills Training (WYS06) • Entrepreneurial Skills (WYS11) • Education Offered Concurrently with and in the same context as workforce preparation activities and training for a specific occupation or occupational cluster (WYS13) <p>ADDITIONAL SUPPORT FOR YOUTH SERVICES</p> <ul style="list-style-type: none"> • Adult Mentoring (WYS08) • Comprehensive Guidance and Counseling (WYS09) • Financial Literacy Education (WYS12) • 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 (WYS14) <p>YOUTH LEADERSHIP DEVELOPMENT OPPORTUNITIES</p> <ul style="list-style-type: none"> • Youth Leadership Development Opportunities (WYS10) <p>YOUTH WORK EXPERIENCE</p> <ul style="list-style-type: none"> • Work Experience: Summer Employment Opportunities Directly Linked to Academic and Occupational Learning (WSM01) • Work Experience: Summer Services for Academic – Basic Educational Skills Enrichment (WSM02) • Work Experience: Internship (WYS04) • Work Experience: Job Shadowing (WYS05) • Work Experience: On-the-Job Training (WYS07)

work history and would benefit from either participation in WIOA Work Experience, OJT, or ITA services, or

Lacks any postsecondary high priority occupation credential and would benefit from either participation in WIOA Work Experience, OJT, or ITA services.

NOTE: Low income is only an OSY Program (16-24) eligibility requirement when the barrier is (1) Basic Skills Deficient, (2) English Language Learner, or (3) Youth Who Needs Additional Assistance to enter or complete an educational program or to secure or hold employment.

Low Income Individual –

(A) In General – The term “low-income individual” means an individual who -

(i) receives, or in the past 6 months has received, or is a member of a family that is receiving or in the past 6 months has received, assistance through the supplemental nutrition assistance program established under the Food and Nutrition Act of 2008 (7 U.S.C. 2011 et seq.), the program of block grants to States for temporary assistance for needy families program under part A of title IV of the Social Security Act (42 U.S.C. 601 et seq.), or the supplemental security income program established under title XVI of the Social Security Act (42 U.S.C. 1381 et seq.), or State or local income-based public assistance;

(ii) is in a family with total family income that does not exceed the higher of—

(I) the poverty line; or

(II) 70 percent of the lower living standard income level;

(iii) is a homeless individual (as defined in section 41403(6) of the Violence Against Women Act of 1994 (42 U.S.C. 14043e–2(6))), or a homeless child or youth (as defined under section 725(2) of the McKinney-Vento Homeless Assistance Act (42 U.S.C. 11434a(2)));

(iv) receives or is eligible to receive a free or reduced-price lunch under the Richard B. Russell National School Lunch Act (42 U.S.C. 1751 et seq.);

(v) is a foster child on behalf of whom State or local government payments are made; or

(vi) is an individual with a disability whose own income meets the income requirement of clause (ii), but who is a member of a family whose income does not meet this requirement.

(B) LOWER LIVING STANDARD INCOME LEVEL. —The term “lower living standard income level” means that income level (adjusted for regional, metropolitan, urban, and rural differences and family size) determined

YOUTH TRAINING SERVICES

- Partner Program Funded Training (**WTS10**) – training funded by a partner program (e.g., TAA)
- Registered Apprenticeships (**WYS15**)

ASSESSMENT TESTING SERVICES

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- Reasonable Accommodations for Youth with Disabilities (**WYS28**)

YOUTH FOLLOW-UP SERVICES (follow-up services can only be provided after program exit)

- Leadership Development and Supportive Services Activities (**WYF01**)
- Regular Contact with a Youth Participant’s Employer, Including Assistance in Addressing Work-Related Problems that Arise (**WYF02**)
- Assistance in Securing Better Paying Jobs, Career Development, and Further Education (**WYF03**)
- Work-Related Peer Support Groups (**WYF04**)
- Adult Mentoring (**WYF05**)
- Tracking the Progress of Youth in Employment and/or Postsecondary Education (**WYF06**)

annually by the Secretary of Labor based on the most recent lower living family budget issued by the Secretary.

WIOA Sec. 3(36)

NOTE: Out-of-School Youth (16-24) living in a high-poverty area are also considered “low income” for purposes of determining OSY eligibility.

5% ELIGIBILITY EXCEPTION RULE – BOTH WIOA ISY (14-21) & OSY (16-24) PROGRAMS

In each local area, not more than 5% of the individuals assisted under both the **WIOA In-School (14-21)** and **Out-of-School (16-24) Youth Programs** may be persons who would be covered individuals, except that the persons are not low-income individuals. This rule applies to all In-School Youth (14-21) since low income is a requirement for all ISY eligibility, but only applies to Out-of-School Youth (16-24) who are Basic Skills Deficient, an English Language Learner or a Youth Who Needs Additional Assistance.

Basic Skills Deficient Individual

An individual who is a youth, that the individual has English reading, writing, or computing skills at or below the 8th grade level on a generally accepted standardized test; or

An individual who is a youth or adult, that the individual is unable to compute or solve problems, or read, write, or speak English, at a level necessary to function on the job, in the individual’s family, or in society.

Interaction of the Veterans’ Priority of Service

The priority of service for veterans and eligible spouses applies to Title I-B Youth Participants served through the Pocono Counties WIOA employment or training programs.