

WORKFORCE INVESTMENT NOTICE: 17-02

TO: WORKFORCE INVESTMENT AREAS

FROM: Governor's Workforce Board

SUBJECT: WIOA Title I Youth "Requiring Additional Assistance" Determination

DATE: Effective: June 15, 2017

- 1. PURPOSE:** To issue a statewide definition for determining in-school and out-of-school youth who require "additional assistance" pursuant to the terms of WIOA Section 129.
- 2. REFERENCES:** WIOA Title I sec. 129 ETA Training and Employment Guidance Letter (TEGL) No. 23-14, ETA Training and Employment Guidance Letter (TEGL) No. 08-15
- 3. BACKGROUND:** Youth who participate in WIOA Title I youth funded activities must meet the eligibility criteria for an in-school youth or an out-of-school youth **and** meet one or more of the barriers as described in WIOA section 129 (a)(1)(B) and (C).

According to WIOA section 129 (a)(1)(C)(VII) one of the barriers for an in-school youth is "an individual who requires additional assistance to complete an education program or to secure or hold employment."

Out-of-school youth have a similar barrier with the added phrase "to enter"; "an individual who requires additional assistance to enter or complete an educational program or to secure or hold employment (WIOA section 129 (a)(1)(B)(VIII))."

Both in-school and out-of-school youth who require additional assistance must be low-income. State Boards have the ability to define "additional assistance barriers" in addition to the already defined WIOA youth eligibility barriers as described in WIOA section 129 (a)(1)(B) and (C). A barrier in the "youth requires additional assistance" policy must not be duplicative of the WIOA in-school and out-of-school eligibility barriers.

- 4. Inquiries:** Questions concerning this issuance may be directed by phone or by email at:

Rhode Island Department of Labor and Training
Governor's Workforce Board RI
1511 Pontiac Avenue, Building 72-3
Cranston, Rhode Island 02920
(401) 462-8860 Phone (401) 462-8865 Fax
www.dlt.ri.gov | www.gwb.ri.gov

5. Policy: Youth who do not meet the eligibility for Categories 1-6 for In-School Youth, and Categories 1-7 for Out-of-School Youth can be qualified for program participation through requiring additional assistance. The state has determined that following factors, along with proper documentation, are indicators of requiring additional assistance:

Additional Assistance - Educational Barriers	
In-School Youth	• Has missed 18 or more days of school in the most recent academic year (secondary only)
	• In school (secondary or postsecondary) with a GPA of less than 2.0.
Out of School Youth	• Has left educational program because of transportation or financial situation (secondary only)
In-School and Out of School Youth	• One or more grade levels below age appropriate level
	Additional Assistance - Employment Barriers
	• Has never held a job
	• Has had two or more employment interviews without being hired in past 60 days
	• Has lost employment placement in past 30 days
• Has a family history of chronic unemployment, including long-term public assistance.	

6. Acceptable Verification: Acceptable verification for these barriers are described in Appendix A.

7. Action Required: Local areas are requested to widely distribute copies of this issuance to staff and NetworkRI partners within your local area.

APPENDIX A – ACCEPTABLE VERIFICATION

Additional assistance enrollments should be documented in participant files, and contain required documentation for each participant.

A. ELIGIBILITY CRITERIA	B. ACCEPTABLE VERIFICATION
Has missed 18 or more days of school in the most recent academic year	School Records of Attendance
In school with a GPA of less than 2.0.	Current Transcript
One or more grade levels below age appropriate level	Assessed by a Generally Accepted Standardized Test
Has left educational program because of transportation or financial situation	Letter from High School Counselor
Has never held a job	Self-attestation
Has had two or more employment interviews without being hired in past 60 days	Self-attestation
Has lost employment placement in past 30 days	Termination Documentation
Has a family history of chronic unemployment, including long-term public assistance	Self-attestation