

GLOW Workforce Development Board (WDB) Policy
Under the Workforce Innovation and Opportunity Act (WIOA)

Name of Policy: WIOA Youth in Need of Additional Assistance Definition

Approval Date: ~~3/20/18, 11/19/19~~, 3/17/26

Effective Date: ~~11/19/19~~, 3/18/26

Purpose: The GLOW Workforce Development Board (WDB) defines WIOA Youth in Need of Additional Assistance as:

- An out-of-school Youth (OSY) who needs help to enter an educational program or to secure or hold employment; or
- An in-school youth (ISY) who needs help to complete an educational program or to secure and hold employment;

With one or more of the following barriers:

- ISY and failing a core subject;
- ISY and receiving Academic Intervention Services (AIS);
- ISY who has been retained at least one grade level in school;
- ISY or OSY suffering from substance or medical issues;
- ISY or OSY who is an expectant father;
- ISY or OSY with an incarcerated parent;
- ISY or OSY who is a victim of physical, sexual, or psychological abuse; or
- An OSY who has been terminated from employment and has been unable to obtain employment in the 90 days following separation.

Workforce Development System Technical Advisory (WDS TA) #19-02 and **Training and Employment Guidance Letter No. 21-16** require a 5% cap of total newly enrolled ISY in each program year with “requires additional assistance” as the sole eligibility barrier, however there are no limitations on using the “requires additional assistance” criterion for OSY. **Reminder:** the 5% limit only applies to ISY whose sole barrier is needs additional assistance. So, for example, if an ISY who needs additional assistance is also pregnant or parenting, or an offender, they wouldn’t count toward the 5% limit.

Any service provider using the 5% “requires additional assistance” as the sole eligibility barrier for ISY must first have GLOW WDB Executive Director (ED) approval to ensure that the 5% cap has not been exceeded in the multi-county area.

Procedure: Staff who have decided to use the requires additional assistance criteria for ISY will email the GLOW WDB ED with the customer’s OSOS ID#, enrolling barrier from the list above, and the date that services will begin. The GLOW WDB ED will give final approval and will send the decision back via email. This final approval will be kept in the customer file.

Documentation: The approval from the GLOW WDB Director must be included in documenting and verifying eligibility for "additional assistance."

References:

- WIOA Section 129 (a) (3) (B)
- 20 CFR Sec. 681.300
- 20 CFR Sec. 681.310
- TA #19-02