



**BUFFALO AND ERIE COUNTY
WORKFORCE INVESTMENT BOARD, INC.**

LOCAL POLICY BULLETIN

BECWIB BULLETIN # 4-19 DATE: January 14, 2019

TO: Lavon Stephens, Administrative Director, WDC, Inc.
FROM: Heather Gresham, Executive Director, WIB, Inc.
SUBJECT: WIOA Youth Supportive Services Policy

EFFECTIVE DATE: IMMEDIATELY

Purpose

This policy provides guidance on supportive services for the youth program under Title I of the Workforce Innovation and Opportunity Act (WIOA). This guidance is to be conveyed to subrecipients and other entities that provide WIOA youth activities and services.

Background

Under the Workforce Innovation and Opportunity Act, supportive services is an allowable activity and one of the fourteen (14) youth program elements.

Definitions/Requirements

Supportive Services enable an individual to participate in WIOA activities. Supportive services may only be provided to individuals who are enrolled in WIOA. Supportive services are to be used when the WIOA participant is unable to obtain services through their own means or through other resources and/or local programs. WIOA Youth Program staff are to record, manage and monitor supportive services.

Supportive services may include, but are not limited to the following:

- Assistance with transportation.
- Assistance with child care and dependent care.
- Assistance with housing.
- Assistance with educational testing.

726 Exchange Street, Suite 630 – Buffalo, NY 14210 – Ph: (716) 504-1480 – Fax: (716) 504-1483 – www.workforcebuffalo.org

SUNY Erie | Buffalo Employment and Training Center | Buffalo and Erie County Workforce Development Consortium | Buffalo and Erie County Workforce Investment Board

- Assistance with books, school supplies, and other necessary items for students enrolled in education.
- Reasonable accommodations for youth with disabilities.
- Assistance with work related clothing, uniforms or other appropriate work attire and related items.
- Payments for employment and training related applications, tests, and certifications.
- Assistance with driver's license/learner's permit.

Supportive Services for WIOA Youth in Follow-Up

Supportive services payments are authorized for WIOA youth participants enrolled in follow-up after exiting from the program. Supportive service payments must in writing as part of the follow-up services plan designed to assist the individual in remaining employed, in a postsecondary training or higher education program. These services include, but are not limited to, the following:

- Clothing
- Work uniforms
- Work tools/occupational equipment
- Training and educational items necessary to retain employment or to continue education

:ATS/bhs

C: Ken Colon, Jeff Conrad, Kate DeCarlo, Makeda Holley, Katya Kroll-Haeick, Deborah Miller, Tom Mormile, Denise Raymond, Karen Simmons, Demone Smith, and WIB staff