

**Buffalo and Erie County
Workforce Investment Board, Inc.**

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LOCAL POLICY BULLETIN

BECWIB Bulletin # 5-15

Date: October 16, 2015

TO: Lavon Stephens, Administrative Director, WDC

FROM: Heather Okoro, Executive Director, WDC

SUBJECT: Local Definition – Youth who requires additional assistance to enter or complete an educational program or to secure or hold employment under WIOA

Effective Date: IMMEDIATELY

Effective immediately, our local workforce area is updating BECWIB Bulletin #10-14 to reflect the legislative changes of the Workforce Innovation and Opportunity Act (WIOA).

The purpose of this policy is to update the local definition of a youth who requires additional assistance to enter or complete an educational program or to secure or hold employment as part of youth eligibility under WIOA (WIOA Secs. 3 (27 & 46) and 129 (a) (B & C)).

Under WIOA, the seventh barrier for in-school youth eligibility and the eight barrier for out-of-school youth address this eligibility criteria. In the case of out-of-school youth, the youth must be a low-income individual who requires additional assistance (all in-school youth are required to be a low-income individual under all eligible criteria and circumstances.)

As per BECWIB Bulletin #10-14, the following instructions and definitions apply:

During the eligibility determination process, identification and verification of the criterion of the “requires additional assistance” barrier that are listed below will be accomplished through initial assessment of individual basic literacy and work readiness skills.

Supportive documentation is required and must include a copy of the results from the individual basic literacy assessment and an objective assessment of the individual’s work readiness skills. Examples of additional and acceptable documentation verifying a youth requiring additional assistance may include, for example, school records stating that the individual repeated at least one secondary grade level, telephone verification, a written statement from an agency that is aware of the individual’s barrier (s), Applicants Statement, case notes of “observable condition” documented in the Comments tab of OSOS, etc.

The following list defines the criterion of the youth barrier where it has been documented that one of the following specific barriers exists:

1. Has repeated at least one secondary grade level;
2. Has a limited English proficiency;
3. Is an emancipated youth;
4. Has aged out of foster care;
5. Has been referred to or is being treated by an agency for a substance abuse related problem;
6. Has experienced recent traumatic events, is a victim of abuse, or resides in an abusive environment as documented by a school official or professional;
7. Has emotional, medical, physical, cognitive or psychological impairment which creates a significant impediment to employment;
8. Has never held a job (youth 18 years or older);
9. Has been fired from a job within the 12 months prior to program application (youth 18 years or older);
10. Has never held a full time job for more than 13 consecutive weeks (youth 18 years or older);
11. Has a family history of chronic unemployment, including long-term public assistance;
12. Resides in a non-traditional family setting (i.e., single parent, lives with guardian, latchkey, domestic partners, etc.)

Thank you for complying with this policy.

Please direct any questions to me at okoro@becwib.org

c: Kathy Antalik, Crystal Austin, Terry Chatfield, Cynthia Coney-Trowman, Deborah Miller, Jeff Nixon, Christel Peacock, Karen Simmons, Darrell Slisz, Demone Smith, James Szwejbka, Kraven Weeks and WIB staff