


<b>Northeastern Workforce Development Board (NWDB)</b> <b>General Policies and Procedures</b> <b>Local Definition of Youth Requires Additional Assistance</b>	
<b>Policy 003</b>	<b>EFFECTIVE DATE: 8/15/2016</b> <i>Revised 10/26/2016</i>
<b>Approved by: NWDB - Executive Director</b>	

**PURPOSE:**

To define the barrier(s) eligibility criterion for youth requiring additional assistance.

**BACKGROUND:**

Section 29 CFR 664.20 of the WIA provides local workforce development board area with the authority to determine criteria and eligibility documentation requirements in the sixth barrier for WIOA youth eligibility which reads:

- o *“An individual (including youth with a disability) who requires additional assistance to complete an educational program or to secure and hold employment.”*

**WIOA Section 129 (a)(3)(A)(2)(i)(ii)(B)**

Exception and limitation. --

**(A)** Exception for persons who are not low-income individuals. --

**(i)** Definition. --In this subparagraph, the term “covered individual” means an in-school youth, or an out-of-school youth who is described in subclause (III) or (VIII) of paragraph (1)(B)(iii).

**(ii)** Exception. --In each local area, not more than 5 percent of the individuals assisted under this section may be persons who would be covered individuals, except that the persons are not low-income individuals.

**(B)** Limitation. --In each local area, not more than 5 percent of the in-school youth assisted under this section may be eligible under paragraph (1) because the youth are in-school youth described in paragraph (1)(C)(iv)(VII).

**Additional Assistance Barrier Criterion:**

The NWDB has identified the criterion as follows: (additional barriers must be sent to the NWDB Executive Director who is authorized to approve)

<b>Youth requires additional assistance (must meet one of the barriers listed in this column)</b>	<b>Definition</b>	<b>Acceptable Documentation</b>
Incarcerated parent/legal guardian.	Youth with a parent or legal guardian who is currently or has been incarcerated within the past 5 years.	Letter or other documentation from a corrections facility, corrections/parole/police officer, or the court system; criminal background check; self-attestation.
Youth who has experienced recent traumatic events, are	Youth who has experienced and	Letter or other form of documentation from: a social

victims of abuse, or resided in an abusive environment	impacted by recent traumatic events, are victims of abuse, or resided in an abusive environment within the past 5 years.	service agency, the legal system, a school official; self-attestation.
Youth who has been referred to or is being treated by an agency for substance abuse disorder. And/Or Youth or parent or guardian who has a substance abuse issue	Youth with a substance abuse disorder or has been treated for such a disorder within the past 5 years. And/Or Youth residing with a parent/guardian with a substance abuse disorder or who has been treated for such a disorder within the past 5 years.	Letter or other form of documentation from: a treatment facility, a school official, a court official, medical doctor, or social service agency. Signed statement from a parent or guardian; medical records; self-attestation.
Youth who has been fired from a job.	Youth who has been fired from a job within 12 months prior to application and is age 19 or older.	Employer verification; UI reason for layoff; self-attestation.

- **Effective Dates:**  
This policy shall remain in effect from 10/26/2016 until otherwise modified by the Northeastern Workforce Development Board. A copy of the policy and all future modifications must be sent to MDOL

This policy will be reviewed every two years from effective date.