

Northeastern Workforce Development Board (NWDB) General Policies and Procedures Local Definition of Youth Requires Additional Assistance	
Policy 003	EFFECTIVE DATE: 8/15/2016 <i>Revised 10/26/2016; 09/14/2023; 6/18/2026</i>
Approved by: Northeastern Workforce Development Board	Executive Director: <i>Halan E. Williams Jr</i>

PURPOSE:

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

APPLICABLE REGULATIONS

WIOA Section 129(a)(3)(B), WIOA Section 129(a)(1)(C.), 20 CFR 681.210-220, 681.310, Training and Employment Guidance Letter (TEGL) 21-16, Change 1;

ELIGIBILITY CRITERIA

1. A low-income (OSY) youth who requires additional assistance to enter or complete an educational program or to secure or hold employment.
2. A low income (ISY) youth who requires additional assistance to complete an educational program or to secure or hold employment.
3. Not more than 5% of the ISY assisted may be eligible under additional assistance barrier criterion outlined in this policy.

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)

Youth requires additional assistance (must meet one of the barriers listed in this column)	Definition	Acceptable Documentation
Incarcerated parent/legal guardian.	Youth with a parent or legal guardian who is currently incarcerated or incarcerated within the past 12 months.	Documentation from a correctional facility; community corrections officer; the court documentation; criminal background check; public information; self-attestation.
Experienced traumatic events, victims of abuse or reside in an abusive environment.	Youth experienced and been impacted by traumatic events, are victims of abuse or reside in an abusive environment.	Court documentation; treatment or educational documentation; self-attestation.
Emancipated youth	Youth is legally responsible for themselves while within age guidelines of youth enrollment	Court documentation; case notes; self-attestation

Life impacted by substance use disorder	Youth is referred to or receiving treatment for substance use disorder or has a parent or legal guardian referred to or receiving treatment for substance use disorder	treatment or program Documentation; court documentation; self-attestation.
Youth who has been fired from a job.	Youth was fired from a job within 12 months prior to application and is age 18 or older.	Employer verification; UI reason for layoff; self-attestation.

Effective Dates:

This policy shall remain in effect 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.

Questions may be directed to:

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