

East Central Georgia



Connecting Talent with Opportunity  
A proud partner of the American JobCenter network

# Workforce Innovation and Opportunity Act (WIOA) Youth Programs

“Leading Today’s Workforce to Tomorrow’s Educational and Labor Opportunities”

# WIOA YOUTH PROGRAMS

## Overview of the Workforce Innovation and Opportunity Act (WIOA)

- WIOA was signed into law by President Obama on July 22, 2014
- WIOA supersedes the Workforce Investment Act (WIA) of 1998
- In general, WIOA became effective on July 1, 2015, the first full year after enactment, unless otherwise noted.
- Title 1 of WIOA includes funding streams for adults, dislocated workers, and *youth*.
- Designed to help job seekers access employment, education, training and support services to succeed in the labor market.



# WIOA YOUTH PROGRAMS

## Goals of WIOA

- Improve the quality of the workforce
- Reduce welfare dependency
- Increase economic self-sufficiency
- Meet employer needs
- Enhance the productivity and competitiveness of the nation



# WIOA YOUTH PROGRAMS

## Introduction

A Non-Profit Organization bringing resources to Youth, Adults, and Employers in WorkSource East Central Georgia's 9 county areas.

- **Federally funded Workforce Innovation and Opportunity Act**

## **Organization's Vision**

To provide seamless program resources and alternatives for the skill development of our regional workforce.

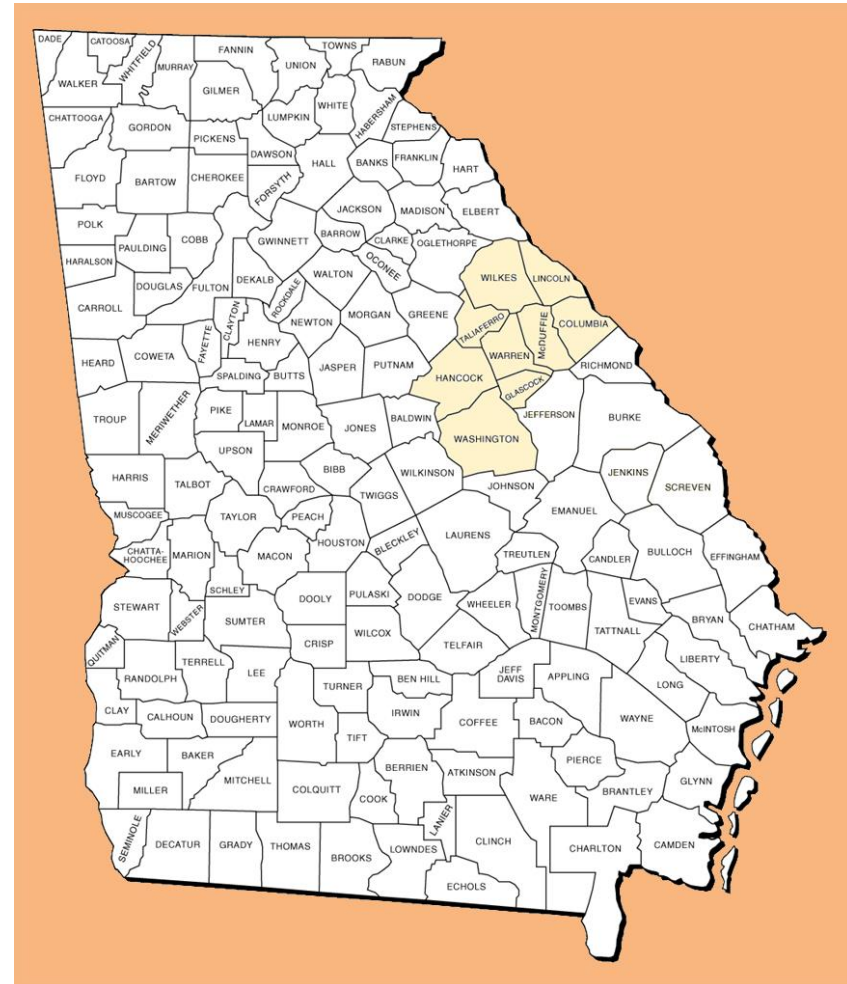


# WIOA YOUTH PROGRAMS



## Our Area

- Columbia
- Glascok
- Hancock
- Lincoln
- McDuffie
- Taliaferro
- Warren
- Washington
- Wilkes



# WIOA YOUTH PROGRAMS

## Targets for Youth Funds

- **Transparency and accountability**
- **Timely spending of the funds and implementation of services and activities**
- **Provide opportunities for training, education, employment and entrepreneur alternatives**
- **Boost capacity of the workforce system and increase service levels to meet the growing in-demand occupations for the changing workforce**



# WIOA YOUTH PROGRAMS

## **Target Population:**

In-School and Out-of-School Youth

WIOA requires that 75% of state and local Youth funding be used for out-of-school youth and 25% to be used on in-school youth

- **WIOA shifts the focus to serving Out-Of-School Youth.**
- **Local areas must spend a minimum of 75 percent of PY 2021 funds on OSY.**



# WIOA YOUTH PROGRAMS

## **ISY Target Population:** Identify the Barrier

Under WIOA, an in-school youth must be aged 14-21, attending school, low income, and meet one or more additional conditions, which could include:

- **Basic skills deficient;**
- **English language learner;**
- **an offender;**
- **homeless, runaway;**
- **in foster care or aged out of the foster care system;**
- **pregnant or parenting;**
- **an individual with a disability;**
- **person who requires additional assistance to enter or complete an educational program or to secure and hold employment.**





# WIOA YOUTH PROGRAMS

## **OSY Target Population: Identify the Barrier**

Under WIOA, an out-of-school youth is an individual who is:

- **Not attending any school** (as defined under State law);
- **Not younger than 16 or older than age 24 at time of enrollment.** Because age eligibility is based on age at enrollment, participants may continue to receive services beyond the age of 24 once they are enrolled in the program;
- **A school dropout;**
- **A youth who is within the age of compulsory school attendance but has not attended school for at least the most recent complete school year calendar quarter.** School year calendar quarter is based on how a local school district defines its school year quarters;
- **A recipient of a secondary school diploma or its recognized equivalent who is a low-income individual and is either basic skills deficient or an English language learner;**
- **An individual who is subject to the juvenile or adult justice system;**
- **A homeless individual, a runaway, an individual who is in foster care or has aged out of the foster care system;**
- **An individual who is pregnant or parenting;**
- **An individual with a disability;**
- **A low-income individual who requires additional assistance to enter or complete an educational program or to secure or hold employment. (WIOA sections 3(46) and 129 (a)(1)(B).)**



# WIOA YOUTH PROGRAMS

## Target Population: Income Eligibility

**Six Month Income Guidelines for WIOA  
 Program Year 2021  
 Low Income Level Effective June 01, 2020**

| Family Size | Poverty Guideline |
|-------------|-------------------|
| 1           | \$6,380           |
| 2           | \$8,620           |
| 3           | \$10,860          |
| 4           | \$13,213          |
| 5           | \$15,592          |
| 6           | \$18,235          |
| 7           | \$20,877          |
| 8           | \$23,520          |

For families/households with more than 8 persons, add \$2,643 for each additional person.



# WIOA YOUTH PROGRAMS

## Program Design

WIOA Youth Program Design Requirements:

- **Objective Assessment of academic levels, skills levels, and service needs, which includes a review of basic skills, occupational skills, prior work experience, employability, interests, aptitudes, supportive service needs, and developmental needs must be completed on each participant**
- **Individual Service Strategy (ISS) based on the needs of participant and links to one or more performance indicators that identifies career pathways that include education and employment goals must be completed on each participant**
- **Recruitment**
- **Case Management including 12- month follow-up services**
- **Implementation of the 14 Program Elements**



# WIOA YOUTH PROGRAMS

## PROGRAM DESIGN

Impact the Youth's ability to connect education to the workplace by developing a career and education plan.

- **Job Shadowing, Paid Work Experiences**
- **Paid Apprenticeships, OJT, Internship**
- **Develop Soft Skills/Work Ethics, Work Readiness Skills**
- **Volunteer Experiences and Entrepreneurial Opportunities**
- **Provide funding sources and program resources with partner collaborative agencies**
- **Implement and maintain current Literacy/Numeracy policies**



# WIOA YOUTH PROGRAMS

## Program Design Follow-Up Services:

Provide post program follow up that encourages participants to continue to follow the developed career and education plan.

- **Twelve- month follow-up service is required after participant exits WIOA services**
- **Post program follow up must be indicated and services to be offered must be defined**
- **Post program follow up is more than a phone call to check up on participants**
- **May include workshops, speakers, etc.**



# WIOA YOUTH PROGRAMS

## Program Design

- More focus on demand driven opportunities for occupational training programs
  - *Link Education goals to the High-Demand Occupational Training Programs*
- Priority employment where possible at Health Care, I.T., and Advanced Manufacturing
  - *Possible Worksites, Job Shadowing, etc., at these sites*



# WIOA YOUTH PROGRAMS

## Program Design

Utilize Partnerships

- **Expand the existing links between Employers, community leaders/organizations**
- **Expand services in local Educational agencies and Technical Colleges to youth**
- **Use Industry Organizations, Industry leaders, Professional Organizations**
- **Partnerships with Faith Based/Community-Based Organizations**



# WIOA YOUTH PROGRAMS

## **Work Experience**

At least 20% of local Youth formula funds must be used for work experience.

Under WIOA paid and unpaid work experiences that have as a component academic and occupational education may include the following four categories:

- **On-the-Job Training**
- **Summer Employment/Year Round Employment**
- **Internships and Job Shadowing**
- **Pre-Apprenticeship & Apprenticeship Programs**





# WIOA YOUTH PROGRAMS

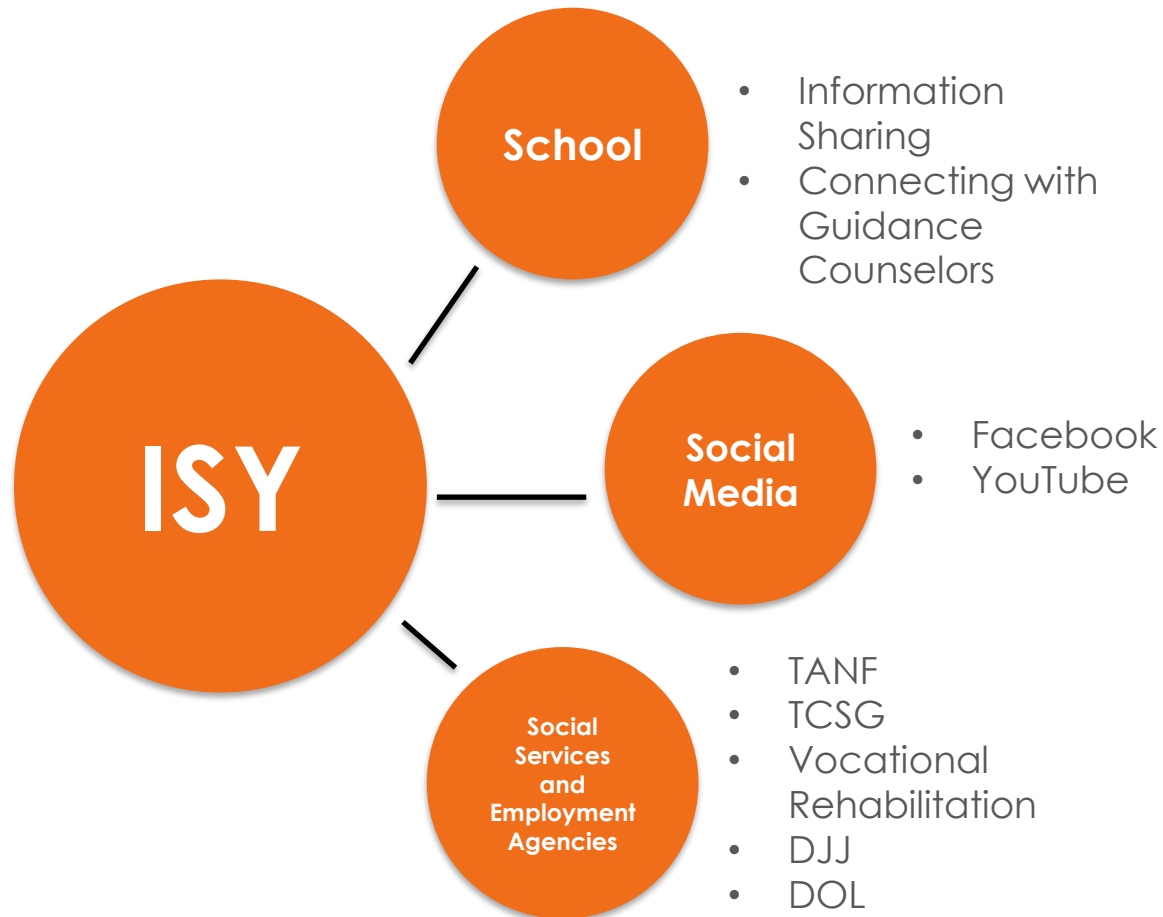
## Strategy

- What is your plan for Recruitment?
- How will you determine who to serve? (Selection Process)
- What is your system for implementation?
- How will you develop worksites?
- How will you motivate them?
- What is your plan for Reporting/Tracking?



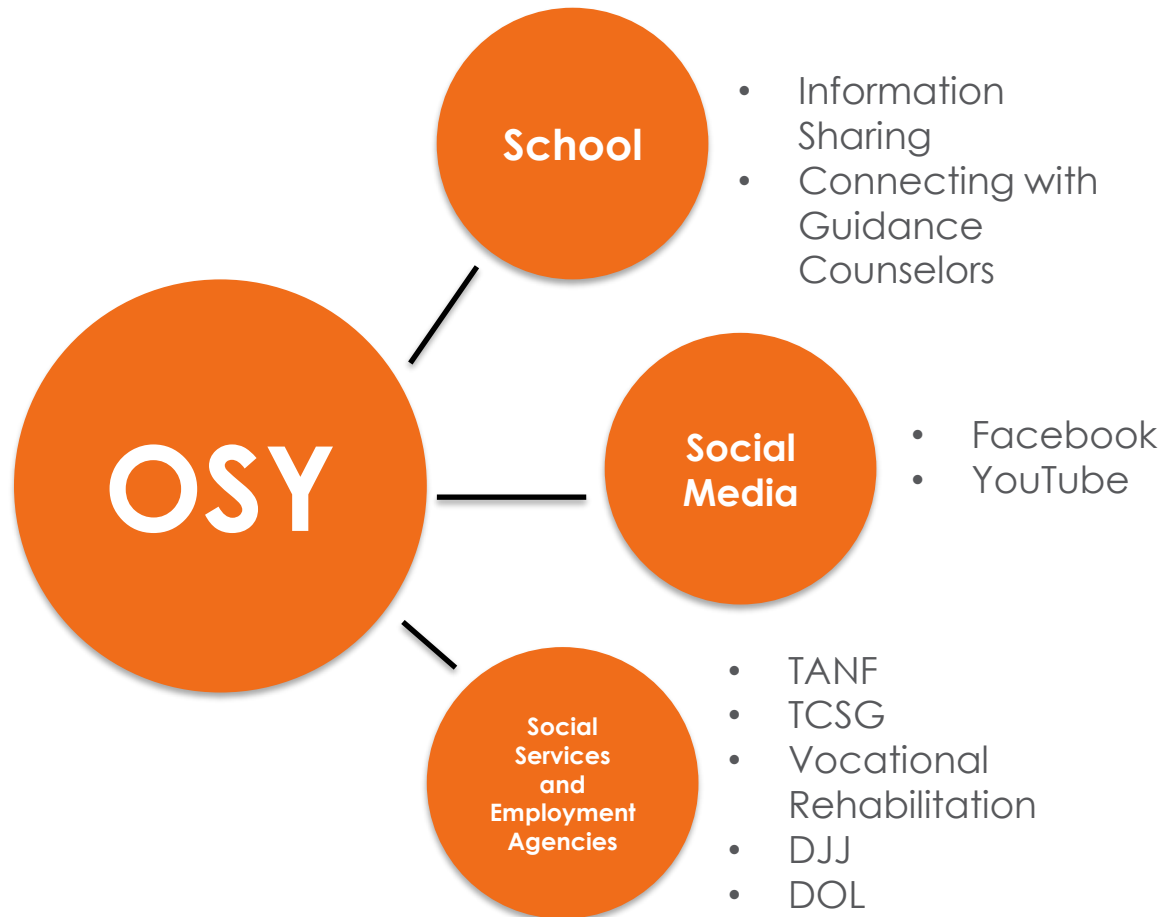
# WIOA YOUTH PROGRAMS

## Recruitment for ISY



# WIOA YOUTH PROGRAMS

## Recruitment for OSY



# WIOA YOUTH PROGRAMS

## WIOA 14 Youth Program Elements

WIOA section 129(c)(2) includes 14 program elements.

- Tutoring, study skills training
- Alternative secondary school services, or dropout recovery services
- Paid and unpaid work experiences
- Occupational skills training
- Education offered concurrently with and in the same context as workforce preparation activities and training
- Leadership development opportunities
- Supportive services
- Adult mentoring
- Follow-up services
- Comprehensive guidance and counseling
- Financial literacy education
- Entrepreneurial skills training
- Services that provide labor market and employment information
- Activities that help youth prepare for and transition to post-secondary education and training.



# WIOA YOUTH PROGRAMS

## Individual Service Strategy Plan

An Individual Service Strategy (ISS) plan or Individual Employment Plan (IEP) must be developed for each youth participant.

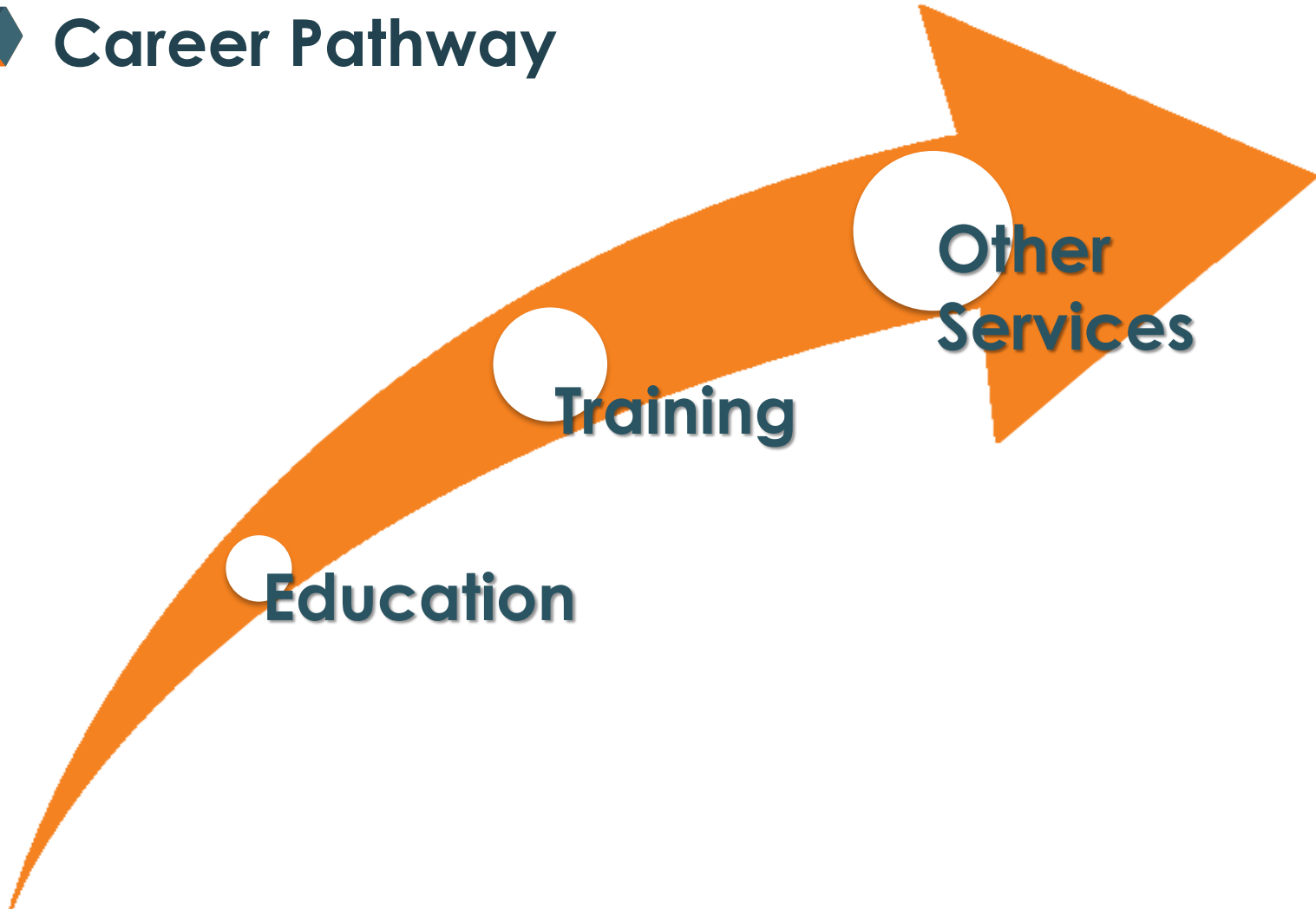
The ISS/IEP must:

- **Include career planning and the results of objective assessments**
- **Include education and employment goals**
- **Include achievement objectives and services**
- **Directly link to one or more performance indicators**
- **Identify an appropriate career pathway**



# WIOA YOUTH PROGRAMS

## Career Pathway



# WIOA YOUTH PROGRAMS

## Expected Outcomes

Areas of impact that lead to performance:

- **Recruitment/Participation**
- **Numeracy/Literacy Increase**
- **Attainment of Credentials**
- **Worksite Participation**
- **Unsubsidized Employment**
- **Post Secondary Placement**
- **Intermediate Goal Attainment**
- **In-Program Measurable Skills Gain**

What will you do to lead the participants to success?

How many successes or positive outcomes do you anticipate?

How will you evaluate your success in each of these areas?



# WIOA YOUTH PROGRAMS

## WIOA Youth Performance Indicators

| Performance Measure   | Measure Detail   |
|---|--|
| <b>In Employment or Post Secondary Education or Training in the 2<sup>nd</sup> Quarter After Exit</b> | Percentage of youth who are in education or training or entered employment during 2 <sup>nd</sup> Quarter after exit.<br>All exiters are measured.   |
| <b>In Employment or Post Secondary Education or Training in the 4<sup>th</sup> Quarter After Exit</b> | Percentage of youth who are in education or training or entered employment during 4 <sup>th</sup> Quarter after exit.<br>All exiters are measured.   |
| <b>Median Wages 2<sup>nd</sup> Quarter After Exit</b>   | Median wages of those in employment during 2 <sup>nd</sup> Quarter after exit.   |
| <b>Credential Attainment</b>  | Percentage of youth who obtain post-secondary credential; diploma or equivalent*<br><br>*diploma/equivalent counts ONLY if, in addition, have obtained or retained a job OR are in an education or training program that leads to a post-secondary credential within 1 year of exit. |
| <b>Measurable Skill Gain</b>  | Percentage of youth who are in an education or training program that leads to a post-secondary credential or employment and who are achieving “measurable skills gains”.   |





# WIOA YOUTH PROGRAMS

## Design Can Include Class Participation Incentives

Must be tied to performance measures as needed to achieve program success.

**Incentives**



# WIOA YOUTH PROGRAMS

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## Fiscal Management

All contracts are cost reimbursement.



# WIOA YOUTH PROGRAMS

## Cost Reimbursement

- Financial statements should reflect adequate start up capital
- Community/Faith-Based organizations have a financial capacity with funds for no less than 90 days of expenses
- Awards are enough to fill in gaps, not to sustain the programs
- Staff must be present to handle the documentation and data entry of the program in a timely manner
- Financial Monitoring is required once each year



# WIOA YOUTH PROGRAMS

## Allowable Costs

- Funds can be used for staff
  - *Bachelor or Associate degree in a related field with one year in instructing and/or counseling, or 4 years of successful experience in instructing and/or counseling with students.*
  - *A copy of the credential will be required.*
- Proposals will be evaluated on Cost Effectiveness as well as Design and Reasonableness



# WIOA YOUTH PROGRAMS

## Allowable Costs

- Program can serve **Out-Of-School Youth (16-24)** and **In-School Youth (14-21)**
  - *Budgets must be broken down to clearly define funding spent in each category.*
- In a cost reimbursable contract, the sub-recipient is reimbursed for the actual cost incurred in operating the program if those costs are consistent with the approved budget, which is incorporated into the contract.



# WIOA YOUTH PROGRAMS

## Invoice Documents

- Invoices are due for the previous month by the 15th of the month.
- Any invoices not submitted by the thirtieth(30) day of the following calendar month in which the cost were incurred shall not be reimbursed.
- Checks are cut and mailed from WorkSource East Central Georgia in Thomson.
  - *Checks are not to be picked up.*



# WIOA YOUTH PROGRAMS

## Modifications

- Budget modifications are allowed, not to exceed 10% of the total award amount
- Only modified three(3) times without prior approval of all relevant boards
- Program design/activities should only be modified to reflect budget changes – not to affect scope of work. Should the scope of work need to be modified, it will have to go before the Local Workforce Development Board (LWDB) for approval.



# WIOA YOUTH PROGRAMS

**All Proposal Forms Can Be Requested.  
Forms can also be emailed or downloaded:  
[www.ecgwdc.org](http://www.ecgwdc.org)**



How  
does  
your  
future  
look  
to  
you?





# WIOA YOUTH PROGRAMS

## Questions

Do we include the fidelity bond?

- **We will get copies of the Fidelity Bonds once contracts are awarded.**

Who provides Workers' Compensation for Youth in Work Experience?

- **Sub-Recipients are responsible for securing their own Workers' Compensation Insurance for Youth in Work Experience (no exceptions).**



# WIOA YOUTH PROGRAMS

## Questions

### **What programs/staff should be included?**

If you have an In-School youth program, contact high schools, For Out-Of-School Youth Program, contact GED Instructors, Employers, Technical Colleges, community-based organizations, faith-based, etc.

### **What is the amount of the contract award?**

- Not to exceed \$34,000 per county served (minimum enrollment of 12 participants).



# WIOA YOUTH PROGRAMS

## Questions

What are strategies for follow-up services?

- **Recommend an Exit interview at the time that the participant completes the program. At that time develop a plan of follow up actions. This can include employment, workshop, resume services, supportive services, etc.**

How much should we allow on travel?

- **Your rate of reimbursement is based on the allowance of your fiscal agent. Keep in mind that we will plan a provider orientation this year. Quarterly Sub-Recipient Meetings are held 4 times annually.**



# WIOA YOUTH PROGRAMS

## Questions

Should all participants be assessed to determine Basic Skills Level?

- **Yes. A Basic Skills Assessment must be administered to all participants to determine eligibility for WIOA Youth Services.**



# WIOA YOUTH PROGRAMS

## General Information

Responsive Proposals are considered:

- **Turned in to office no later than 5:00pm on April 27, 2021**
- **Turned in to office in sealed envelope with one (1) copy containing ORIGINAL signatures**
- **All Requested Information completed with answers to every topic**

Proposals received after the above date and time are deemed unresponsive.



# WIOA YOUTH PROGRAMS



Q & A



# WIOA YOUTH PROGRAMS

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## Resources

### **Workforce Innovation and Opportunity Act**

<https://www.congress.gov/bills/113/congress/house-bills/803/text>

### **TEGL (CFR Part 677.155 (c)(1-6))**

<https://www.doleta.gov/WIOA/overview.cfm>



# WIOA YOUTH PROGRAMS

## Resources

### **Employment and Training Administration Advisory System, US Department of Labor**

Training and Employment Guidance Letter  
WIOA No. 19-14

### **Employment and Training Administration Advisory System, US Department of Labor**

Training and Employment Guidance Letter  
WIOA No. 23-14

### **Employment and Training Administration Advisory System, US Department of Labor**

Training and Employment Guidance Letter  
WIOA No. 21-16





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**Thank You**