



2 South Main Street 2nd Floor Pleasantville, NJ 08232
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ADDITIONAL ASSISTANCE POLICY

Purpose: This policy provides guidance on the criteria for youth qualifying for program services through the “requires additional assistance” eligibility category. Specific guidelines and requirements are left to local workforce boards to determine what qualifies as a need for additional assistance. This allows youth to be eligible based on their need for increased support to achieve their educational and career goals.

Background: The Workforce Innovation an Opportunity Act (WIOA) provides assistance for our youth that also includes ADA program guidelines for WIOA with supportive services guidance provided in CFR parts 676,677 and 678.

Policy : In compliance with TEGL 3-15, TEGL 19-16 and this policy addresses:

Youth who do not meet the eligibility for Categories 1-6 for In-School Youth, and Categories 1-7 for Out-of-School Youth can be qualified for program participation through requiring additional assistance.

Policy Guidelines

In-School

Youth who are attending school, per State definition, can be eligible for program participation if they require additional assistance to complete an educational program, or to secure or hold employment.

Out-of-School

Youth who are not attending school, per State definition, and are low-income based on WIOA criteria, can be eligible for program participation if they require additional assistance to complete an educational program, or to secure or hold employment. The program is for youth between the ages 16-24.

Criteria: Atlantic County WFNJ believes the following factors along with documentation are indicators of such factors and describe the need:

Educational Program

- Display a need for assistance with reconnecting to educational system
- Test in reading and math below a 9th grade level
- Have left educational program because of transportation, financial situation, family crisis, employment, or relocation
- Drug and Alcohol abuse treatment interfering with attendance in school
- Displays the willingness to work with the Division of Vocational Rehabilitation Services



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Employment

- Does not have a resume
- Has been currently laid off
- Released from court required program/adjudicated
- Having trouble holding/ locating a job due to disability

Contractors may submit an exception waiver for participants not qualifying under the established criteria for additional assistance needs.

Documentation standards, including acceptable forms of proof, can be found in the on the WDB website and in person.

Any discrepancies arising between WFNJ policy and or procedures with federal and state provisions due to current or future revisions will default to the current minimum federal and state regulations and guidance available. WFNJ policy and or procedures may set forth stricter requirements than provided by federal and state guidance, but in no case will WFNJ policy and or procedures not meet minimum federal and state policy.

References

Workforce Innovation and Opportunity Act of 2014

WIOA Final Rule; 20 CFR Parts 676, 677, and 678; Federal Register, Vol. 81, No. 161, August 19, 2016

WIOA Final Rule; 20 CFR Parts 603, 651, 652, et al; Federal Register, Vol. 81, No. 161, August 19, 2016

Training and Employment Guidance Letters (TEGL's) 23-14 & 08-15

This policy pending approval.

FR 9.16.22/sam