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October 15, 2006

Workforce Investment Act Memorandum Number E&T 00-07, Change 1

Topic: Services to Youth

Subject: Youth Eligibility Criteria

Purpose: To change the Youth Eligibility Criteria issued in Tennessee's Workforce Investment Guide for Administrative Entities

Background: On June 15, 2000, the eligibility criteria for the Youth, Adults and Dislocated Worker programs were issued in the Technical Guide for Administrative Entities. The eligibility criteria emphasized basic skill as a first priority. This has become an obstacle to several program operators. Based on requests from local program operators, the state has adjusted the eligibility by addressing all barriers youth face, including basic skills, when determining the eligibility of youth for WIA Title I services.

Instructions: Attached is the changed policy. Please insert the new issue in your Technical Assistance Guide for Administrative Entities (page 15). Additionally, if there were youth declined access to the program because of prior eligibility criteria, efforts should be made to contact them and determine their eligibility under the revised criteria. Tennessee will still consider eligible youth that are deficient in basic literacy skills as a priority; however, the state will not set a percentage requirement as this may exclude additional eligible youth.

Contact: For questions regarding this policy, please contact Susan Cowden, Director for Employment and Training Section, at 1-800-255 5872.

Effective Date: July 1, 2000

Expiration Date: Immediately

Replaces: E&T 00-07

RLM/SKC/RT

Attachment: Insert the attached Eligibility Policy Form to the Technical Assistance Guide for Administrative Entities, and ICMAT Eligibility Form

Eligible Youth

Individuals must meet the following criteria:

- Youth age 14-21
- Economically disadvantaged (Up to five percent of the funds allocated to a local workforce area may be used for youth that do not meet the income criterion.)
- Meeting at least one of the following criteria--
  - Deficient in basic literacy skills
  - School dropout
  - Homeless, a runaway, or a foster child
  - Pregnant or a parent
  - Offender
  - Requires additional assistance to complete an education program or to secure employment (as defined in the LWIA's plan).

Out-of-School Youth (for the purpose of identifying 30% expenditures on out-of-school youth)

An out-of-school youth is an eligible youth (as described above) who is:

- A school dropout, or
- A high school graduate or holder of a GED but is one of the following--
  - Basic skills deficient
  - Unemployed
  - Underemployed.

Priority

Tennessee's broad strategic goals for its youth are to establish, as first priority, the attainment of educational skills. This goal, as delineated in Tennessee's five-year plan, encompasses the attainment of credits required for a high school diploma for any eligible youth and/or the attainment of credits toward an equivalency for out-of-school youth. To this end, Tennessee is designating eligible youth, who are deficient in basic literacy skills, as a priority for all WIA funded youth programs.