

## Additional Assistance Definition for WIOA Youth Program Policy #P-14-6.22

Re: Additional Assistance Definition for WIOA Youth Program

Updated February 24, 2026  
Originated: May 26, 2022  
Approved: August 4, 2022  
Revision Approved: N/A

References: TEGL 21-16  
WIOA Section 129(a)(2)  
TEN 22-19

### I. **Background:**

- A. In compliance with the Workforce Innovation and Opportunity Act of 2014 TEGL No. 21-16, SCPa Works has implemented a definition of the “additional assistance barrier” for WIOA youth programs.

### II. **Additional Assistance Definition Requirement:**

- A. According to TEGL No. 21-16, a state may establish definitions and eligibility documentation requirements for criteria for an individual who requires additional assistance to enter or complete an educational program or to secure or hold employment.”
- B. If the state does not establish these definitions and eligibility documentation, the local area must do so if it uses this criterion.
- C. These policies established at the state or local level should be reasonable, quantifiable, and based on evidence that the specific characteristic of the youth identified in the policy objectively requires additional assistance.
  1. If the youth is OSY, the low-income requirement applies only to the following categories of youth:
    - a. A recipient of a secondary school diploma or its recognized equivalent who is either basic skills deficient or an English language learner;
    - b. An individual who requires additional assistance to enter or complete an educational program or to secure or hold employment.
  2. All ISY must be low-income unless they are served under the five-percent exception.

### III. **In-School Youth (ISY) Eligibility:**

- A. General ISY WIOA eligibility must be established to include the following:
  1. The individual must be attending school, and
  2. Be between the ages of 14-21 at the time of enrollment, and

3. Qualify as a Low Income\* individual, and
4. Qualify as having one or more of the following barriers:
  - a. Basic Skills Deficient; or
  - b. Offender; or
  - c. Pregnant or Parenting; or
  - d. Homeless; or
    - i. As defined in Section 41403(6) of the Violence Against Women Act of 1994.
    - ii. As defined under Section 725(2) of the McKinney-Vento Homeless Assistance Act.
  - a. Be established as a runaway, in foster care, aged out of foster care, eligible for assistance under sec 477 SS Act, or out of home placement; or
  - b. Be an English Language Learner; or
  - c. Have a documented disability.
    - i. Requires additional assistance to complete an educational program or to secure and hold employment.






**IV. Out-of-School Youth (OSY) Eligibility:**

- A. General OSY WIOA eligibility must be established to include the following:
1. The individual must be between the ages of 16-24 years; and
  2. The individual cannot be currently attending a compulsory school, and 3. At least one of the following must apply:
    - a. School Dropout; or
    - b. Required to attend school but has not attended for at least the most recent complete school year's calendar quarter; or
    - c. Homeless or Runaway; or
    - d. In foster care or aged out of foster care; or
    - e. Pregnant/Parenting; or
    - f. Subject to the juvenile or adult justice system; or
    - g. Has a disability; or
    - h. Youth who:
    - i. Has received HS Diploma/equivalent;
      - ii. **Is low-income;** and
      - iii. Is deficient in Basic Literacy Skills or is an English language learner\*, or requires additional assistance to complete an educational program, or to secure and hold employment (**must also meet low-income requirements**) \*\*\*

- V. **Requires Additional Assistance is defined by SCPa Works as follows:**
- A. Youth at risk of dropping out of school (as certified by a school official); or
  - B. Is part of a family who has received medical assistance, LIHEAP assistance, or public housing/rent subsidy within the past six months; or
  - C. Has a parent or legal guardian currently incarcerated or released from incarceration within the past six months; or · Who is an immigrant/refugee; or
  - D. Has been emancipated; or
  - E. Has been referred to, or is being treated by, an agency for a substance abuse-related problem or other behavioral health services; or

- F. Has experienced recent traumatic events, is a victim of abuse, or resides in an abusive environment as documented by a school official or professional; or
- G. Lives in an area that lacks access to reliable high-speed broadband internet service/technology, resulting in an impediment to employment or education; or
- H. A youth who lacks a significant work history is defined as meeting one of the following:
  - 1. Has no unsubsidized work history; or
  - 2. Has been unemployed for more than 15 weeks of the past six months; or
  - 3. Lacks meaningful work experience and career readiness skills.
- I. Exception: Up to 5% of ISY served in a program year who meet eligibility requirements other than Low Income may be enrolled.
- J. Limitation: No more than 5% of ISY enrolled may be made eligible according to the Requires Additional Assistance barrier.
  - 1. According to Section 129(a)(2) of WIOA, for both ISY and OSY, a youth qualifies as low-income if the youth lives in a high-poverty area.
  - 2. All participants enrolled under the ‘Requires Additional Assistance’ barrier must be approved by SCPa Works-Staff must complete the attached Request for Approval form and add it to the participant's file once approved.

**VI. Summary of Changes:** This policy is reviewed every 180 days by the SCPa Works Policy Department for necessary changes, edits, updates, and revisions.

Date of Change:	Changed by:	Summary of Change(s):	Effective Date
06/05/2022	Saranne Miller 	Revised formatting and added author line, page numbers, and footer.	August 4, 2022
01/25/2023	Saranne Miller 	Reviewed for updates. The policy does not require edits at this time.	01/25/2023
07/18/2023	Saranne Miller 	Reviewed for edits. No revision necessary.	07/18/2023
01/14/2024	Saranne Miller 	Reviewed for edits. No revision necessary. Re-formatted header page.	01/14/2024
02/24/2026	Saranne Miller 	Reviewed for edits. No revision necessary.	02/24/2026

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