



Youth Program 14 Elements

Local programs must make each of the following 14 services available to youth participants. These services may be provided at agency or provided as a referral through a partner organization.

(https://wdr.doleta.gov/directives/attach/TEGL/TEGL_21-16.pdf)

1.	Tutoring, study skills training, instruction, and evidence-based dropout prevention.	Lead to the completion of the requirements for a secondary school diploma or its recognized equivalent (including a recognized certificate of attendance or similar document for individuals with disabilities) or for a recognized postsecondary credential.
2.	Alternative secondary school services, or dropout recovery services, as appropriate	Alternative secondary school services, such as basic education skills training, individualized academic instructions, and English as a Second Language training, as those that assist youth who have struggled in traditional secondary education. Dropout recovery services, such as credit recovery, counseling, and educational plan development.
3.	Paid and unpaid work experiences	<p>A planned, structured learning experience that takes place in a workplace for a limited period. Work experience may be paid or unpaid, as appropriate. A work experience may take place in the private for-profit sector, the non-profit sector, or public sector. Work experience provide the youth participant with opportunities for career exploration and skills development. Work experience must include academic and occupational education.</p> <p>WIOA identifies four categories of work experience</p> <ol style="list-style-type: none">1. Summer employment opportunities and other employment opportunities available throughout the school year2. Pre-apprenticeship programs3. Internships and Job Shadowing4. On-the-Job Training (OJT)
4.	Occupational skills training	An organized program study that provides specific vocational skills that lead to proficiency in performing actual tasks and technical functions required by certain occupational fields at entry, intermediate, or advanced levels.
5.	Education offered concurrently with workforce preparation and training for a specific occupation	Program element reflects an integrated education and training model and describes how workforce preparation activities, basic academic skills, and hands-on occupational skills training are to be taught within the same time frame and connected to training in a specific occupation, occupational cluster, or career pathway.
6.	Leadership development opportunities	<p>Program element as opportunities that encourage responsibility, confidence, employability, self-determination, and other positive social behaviors such as:</p> <ol style="list-style-type: none">(a) Exposure to postsecondary educational opportunities;(b) Community and service-learning projects;(c) Peer-centered activities, including mentoring and tutoring;

		<p>(d) Organizational and team work training, including team leadership training;</p> <p>(e) Training in decision-making, including determining priorities and problem solving;</p> <p>(f) Citizenship training, including life skills training such as parenting and work behavior;</p> <p>(g) Civic engagement activities which promote the quality of life in a community;</p> <p>(h) Other leadership activities that place youth in a leadership role such as service on a youth leadership committee.</p>
7.	Support Services	<p>Services that enable an individual to participate in WIOA activities. These services included, but not limited to, the following:</p> <p>(a) Linkage to community services;</p> <p>(b) Assistance with transportation;</p> <p>(c) Assistance with child care and dependent care;</p> <p>(d) Assistance with housing;</p> <p>(e) Needs-related payments;</p> <p>(f) Assistance with educational testing;</p> <p>(g) Reasonable accommodations for youth with disabilities;</p> <p>(h) Legal aid services;</p> <p>(i) Referrals to health care;</p> <p>(j) Assistance with uniforms or other appropriate work attire and work-related tools, including such items as eyeglasses and protective eye gear;</p> <p>(k) Assistance with books, fees, school supplies, and other necessary items for students enrolled in postsecondary education; and</p> <p>(l) Payments and fees for employment and training-related applications, test, and certifications.</p>
8.	Adult Mentoring	<p>Must last at least 12 months and may take place both during the program and following exit from the program and be a formal relationship between a youth participant and an adult mentor that includes structured activities where the mentor offers guidance, support, and encouragement to develop the competence and character of the mentee. Group mentoring activities and mentoring through electronic means are allowable as part of the mentoring activities, at a minimum, the youth program must match the youth with and individual mentor with whom the youth interacts on a face-to-face basis.</p>
9.	Follow-up services	<p>Critical services provided following a youth's exit from the program to help ensure the youth is successful in employment and/or postsecondary education and training. Follow-up services may include regular contact with a youth participant's employer, including assistance in addressing work-related problems that arise. Follow-up may begin immediately following the last expected date of service in the Youth program when no future service are scheduled. The 12-month follow-up requirement is completed upon one year from the date of exit. Follow-up services for youth also may include the following elements:</p> <ol style="list-style-type: none"> 1. Supportive services;

		<ol style="list-style-type: none"> 2. Adult mentoring; 3. Financial literacy education; 4. Services that provide labor market and employment information about in-demand industry sectors or occupations available in local area, such as career awareness, career counseling, and career exploration services; and 5. Activities that help youth prepare for and transition to postsecondary education and training.
10.	Comprehensive guidance and counseling.	Individualized counseling to a participant. This includes drug and alcohol abuse counseling, mental health counseling, and referral to partner programs, as appropriate.
11.	Financial literacy education	<p>This program element may include the following activities:</p> <ol style="list-style-type: none"> 1. Support the ability to create budgets, open checking and savings accounts at banks, and make informed financial decisions 2. Learn how to effectively manage spending, credit, and debt, including student loans, consumer credit, and credit cards 3. Learn the significance of credit reports and credit scores 4. Understand, evaluate, and compare financial products, services, and opportunities 5. Learn about identity theft, ways to protect from identity theft, and how to resolve cases of identity theft. 6. Address the financial literacy needs of non-English speakers 7. Address the financial literacy needs of youth with disabilities 8. Learn financial education that is age appropriate, timely, and provides opportunities to put lessons into practice 9. Implement other approaches to help participant gain knowledge, skills, and confidence to make informed financial decisions.
12.	Entrepreneurial skills training	Program elements provides the basics of starting and operating a small business. Such training must develop the skills associated with entrepreneurship.
13.	Services that provide labor market and employment information	Services that provide labor market and employment information about in-demand industry sectors or occupations available in the local area, such as career awareness, career counseling, and career exploration. The tool can be used to help youth make appropriate decisions about education and careers. It is important for youth providers to share and discuss state and local LMI with youth participants.
14.	Post-secondary preparation and transition activities	Activities that help youth prepare and transition to postsecondary education and training. Postsecondary preparation and transition activities and services prepare ISY and OSY for advancement to postsecondary education after attaining a high school diploma or its recognized equivalent.