

GUIDANCE

DATE ISSUED: August 1, 2019

TO: ULEAD Staff

FROM: WIOA Supervisor

SUBJECT: Migrating ISY to OSY

PURPOSE: To ensure that youth who are not attending school, but were attending school when initially enrolled in ULEAD, receive appropriate employment and training services. Additionally, to ensure appropriate WIOA funds are spent on in school youth (ISY), when youth are attending school, and out of school youth (OSY), when youth are not attending school.

BACKGROUND: Federal WIOA statute mandates that Workforce Development Areas spend at least 75% of resources and funds to serve OSY. To aid WFS in serving that percentage of OSY, the following process should be followed to increase the number of OSY being served.

PROCEDURES: The following procedures should be followed **ONLY** for youth who will be graduating from high school, who will be able to have program needs met through Follow-Up services for 90 days, and would like to continue in the ULEAD program.

1. At least 90 days prior to graduation, EGC will discuss decision to exit or continue in ULEAD program after youth participant's high school graduation.
2. EGC will determine if youth participant will be able to have program needs met through Follow-Up services for 90 days.
3. EGC will exit youth participant at least 90 days prior to graduation, from ULEAD program.
4. During the exit period prior to Out-Of-School enrollment, EGC will provide follow up services (including quarterly contact, and Support Services). Follow-up will continue during Out-Of-School enrollment until the 12-month period is over.
5. After youth participant graduates high school, EGC will collect proof of credential attainment.



6. After youth participant's high school graduation, EGC will re-enroll youth participant into ULEAD program, with OSY designation (for WIOA).

EFFECTIVE DATE: August 6, 2019

CONTACT PERSON: ULEAD Planner