

**WIOA Youth Program Elements (10/9/2019)  
GUIDE**

Program Element	Definition	Corresponding WF1 Activity	Available Providers
Tutoring, Study Skills Training, Instruction, and Evidence-Based Dropout Prevention Services	Any activities or strategies that lead to the completion of the requirements for a high school diploma, for students currently enrolled in school	<ul style="list-style-type: none"> <li>• Basic Skills Training</li> <li>• Credential Attained without Training</li> <li>• Noncredentialled Training</li> <li>• Study Skills Training/Tutoring</li> </ul>	
Alternative Secondary School Services or Dropout Recovery Services	Any activities or strategies that led those who have dropped out to engage in education, including ABE & Credit Recovery	<ul style="list-style-type: none"> <li>• Alternative Secondary School Services</li> </ul>	The Hubbs Center Harmony Center Minnesota Online High School
Paid and Unpaid Work Experience	Planned, structured learning experience that takes place in a workplace for a limited period of time. Must include academic or occupational education component.	<ul style="list-style-type: none"> <li>• On-the-Job Training (Public or Private)</li> <li>• Apprenticeship</li> <li>• Work Experience</li> </ul>	WFS HAP HIRED YWCA
Occupational Skills Training	An organized program of study that provides specific vocational skills that lead to proficiency in performing actual tasks and technical functions required by occupational field	<ul style="list-style-type: none"> <li>• Credential Attained without Training</li> <li>• Noncredentialled Training</li> <li>• Occupation Skills Training</li> </ul>	See <a href="#">EPTL</a>

Education Offered Concurrently with Workforce Preparation and Training for a Specific Occupation	Concurrent delivery of work readiness, basic academic skills and occupational skill training, in one integrated model	<ul style="list-style-type: none"> <li>• Classroom Training</li> <li>• Apprenticeship</li> </ul>	
Leadership Development Opportunities	Opportunities that encourage responsibility, confidence, employability, self-determination and other positive social behaviors	<ul style="list-style-type: none"> <li>• Community Involvement and Leadership Development</li> </ul>	
Support Services	Services that enable an individual to participate in other WIOA program activities & elements	N/A- Tracked Differently	
Adult Mentoring	Formal relationship between participant and trained adult that includes structured activities for the mentor to offer guidance, support and encouragement of development of competence and character	<ul style="list-style-type: none"> <li>• Mentoring</li> </ul>	
Follow-Up Services	Supports after participant exits program, for 12 months, including quarterly contact with case manager and support services, as needed.	N/A- Tracked Differently	

Comprehensive Guidance and Counseling	Individualized educational and career guidance and counseling, and referrals for additional supports as needed (including substance abuse, mental health, housing, etc.)	<ul style="list-style-type: none"> <li>• <b>Career Counseling*</b> <b>*MUST BE ENTERED FOR ALL PARTICIPANTS</b></li> <li>• School-to-Work Transition</li> <li>• Secondary School Classes</li> <li>• Staff-Assisted Job Placement</li> <li>• Staff-Assisted Job Search In-Area</li> <li>• Staff-Assisted Job Search Out-of-Area</li> <li>• Transition to Post-Secondary</li> <li>• Work Readiness Skills Training</li> <li>• Workforce Preparation and Education</li> </ul>	WFS HAP HIRED YWCA
Financial Literacy Education	Activities and strategies that support participants ability to manage personal finances (including bank accounts, credit cards, budgeting, protection of personal & financial data etc.)	<ul style="list-style-type: none"> <li>• Financial Literacy Education</li> </ul>	
Entrepreneurial Skills Training	Training that provides basic skills that are associated with entrepreneurship and starting and operating a small business	<ul style="list-style-type: none"> <li>• Entrepreneurial Training</li> </ul>	

<p>Services that Provide Labor Market Information</p>	<p>Providing participants with information about in-demand industry sectors or occupations available in the local area</p>	<ul style="list-style-type: none"> <li>• Labor Market/In-Demand Employment Information</li> </ul>	<p><a href="#">Minnesota DEED</a>  <a href="#">My Next Move</a>  <a href="#">Get My Future</a></p>
<p>Postsecondary Preparation and Transition Activities</p>	<p>Any activities that help participants prepare for and transition to postsecondary education and training</p>	<ul style="list-style-type: none"> <li>• Credential Attained without Training</li> </ul>	<p>Sylvan Learning of Saint Paul  Saint Paul Public Schools  Ramsey County Library</p>