



## Special Populations Committee

**November 2, 2021**

**1:00 P.M.**

[Click here for Zoom link](#)

Meeting ID: 836 3829 9894

Passcode: 753974

Telephone Number: +1 312 626 6799

## Agenda

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### Welcome

### Call the Meeting to Order

### Approval of Minutes

### Business Reports:

1. CSP Performance Review
  - a. EDSI
  - b. MAC
  - c. Monitoring
2. Youth Policy Consideration
  - a. Youth Incentives
  - b. Youth Eligibility-Needs Additional Assistance
3. Youth Spotlight
4. Youth Standing Committee
5. TANF Opportunity Planning Grant

### Adjourn

#### Members:

Carol Puryear (Chair)

GC Hixson

Christopher West

Lynn Seifert

George "Bo" Callis

James Harper

Jennifer Hobbs

**Complete zoom link:** <https://us02web.zoom.us/j/82526568142?pwd=VlpKSzVwMmM9EKzM3WGkvWIZpNzQyQT09>



**Northern Middle Tennessee Workforce Board  
Special Populations Committee  
Meeting Minutes  
July 29, 2021, via Zoom 1:00 p.m.**

<b>Members Attending</b>	<b>Members Absent</b>	<b>Staff &amp; Guests Attending</b>
Carol Puryear	GC Hixson	Kiarra Jobe
Christopher West	Jennifer Hobbs	Marla Rye
Lynn Seifert		Andrea Dillard
George “Bo” Callis		Sherry Maynard
James Harper		John Watz
Seth Thurman		Ellen Gomez
		Freda Herndon

The Northern Middle Tennessee Workforce Special Populations Committee met on July 29, 2021, at 1 p.m. virtually via Zoom.

Carol Puryear called the meeting to order, a quorum was declared, and she requested a motion for approval of the minutes. Bo Callis made the motion to approve the minutes. James Harper seconded the motion, and with no discussion, the minutes were approved.

**Contract Service Provider Performance Review**

Marla reminded the Committee that EDSI had an enrollment goal of 455 adults and the Board gave them a 90% benchmark to achieve. They enrolled 413 adults and met the goal. They had a goal to enroll 112 youth. They enrolled 119, so they surpassed their goal. They also achieved the 50% MPCR goal for June. MAC had to enroll 112 youth, and they enrolled 106. They achieved 92% of their goal and achieved their benchmark. They also met their MPCR goal for June.

While they have done well on these goals set for them in May, other areas need improvement. The Executive Committee set new goals. They now must meet their enrollment goals, MPCR, in-school youth funding, and work experience funding for the quarter ending September 30 and December 31. This would bring them back in compliance with all of the rules and requirements. Both contractors have been asked to attend the August 11 board meeting and present a corrective action plan with actionable items to tell us exactly what they will do.

When asked how the contract providers starting performance would affect our business and funding, Marla explained that as of July 1, the state is holding us accountable for all of the targets moving forward with a progressive discipline plan. It starts with a written warning, then moves into funds being withheld. Marla explained that performance goals restarted for the state on July 1. She expressed that she felt EDSI's slow start was due to learning the regulations of Tennessee that go beyond what the federal law requires, and MAC's slow start was due to COVID which caused Davidson County shutdown. MAC has also had staffing issues.

### **Youth Programs**

Andrea introduced Kiarra Jobe to the Committee members. Kiarra is one of our Title I young adults in the youth program. She was invited to share her story. Kiarra began to talk about her high school years and how she got behind due to being out of school with her mom for about a year. When she did attend school, they frequently moved. She got so far behind the school didn't think it was worth her attending, so she moved to Tennessee to live with her dad. She pursued her HiSet, and that is how she got connected with WIOA. Through the WIOA program, she got her driver's license, incentives for earning her HiSet, saved money, bought a car, got the car repaired, learned to build a resume and received job interview skills. Her ultimate career goal is to be a published author.

Andrea went on to talk about the state's Summer Youth Initiative. She explained that because the contractors were struggling to meet the state's youth enrollment goal, they were directed to focus their efforts on that rather than enrolling additional youth in paid work experience for the State's Summer Youth Initiative. We will not enroll 121 youth in the initiative and will not be able to spend all of the money allotted for that program.

Ellen Gomez shared that other regions have a youth committee within their Special Populations Committee to meet a more comprehensive network of individuals within the community. So when the time came to spend this kind of money or develop programs, the connections were already made. Ellen requested that there be a consideration to put together a task force or youth-specific committee that meets regularly to do some forward planning. Marla stated that would be a good idea considering the challenges of our existing youth programs.

Marla then reported that she had been working on an Innovative High School Grant that the Department of Education issued. The Rutherford County School System has proposed that an American Job Center be created with the school system. EDSI would have a career coach operating within the school, which would give us closer ties to the safety programs and the work-based learning program in Rutherford County. Marla thinks this would give us a closer connection to the K12 system and that it is something we should consider. Other Committee members expressed their support for this program.

**Campbell Strong Workforce Partnership**

John reported that the Campbell Strong program would not receive additional funding after September 30. The program is winding down with all of the partners, but follow-up continues with the clients that are still in the program. The staff has been reduced but are still maintaining services. The Department of Labor has been asked to see how they can find funds and utilize the same model that we've had along with being in partnership with Ft. Campbell and Kentucky.

**Industrial Readiness Training Houston County**

John reported about the IRT training which occurred in the Houston County Jail with ten men. Pictures were shown of the men and instructors working together, learning about machinery, and getting certifications. A partnership has been developed between Houston and Stewart Counties. Next week, ladies from both jails will learn together in Houston County, then the program will be taken to Stewart County, where the men in their jail will get to participate in the class. Carol stated that this was an exciting program and really met the intent of the WIOA program to give individuals a chance for success.

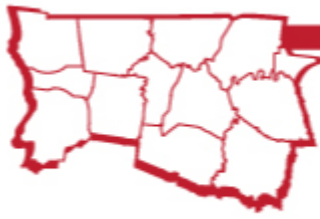
**Adjourn**

Carol Puryear adjourned the committee meeting.

Name (Original Name)	User Email	Join Time	Leave Time	Duration (M)	Guest
Marla Rye	mrye@workforceessentials.com	7/29/2021 12:44	7/29/2021 13:41	58	No
Bo Callis		7/29/2021 12:49	7/29/2021 13:41	53	Yes
Chris West - NHC		7/29/2021 12:57	7/29/2021 13:41	45	Yes
Lseifert		7/29/2021 12:59	7/29/2021 13:41	43	Yes
James Harper		7/29/2021 12:59	7/29/2021 13:41	42	Yes
Carol Puryear	fherndon@workforceessentials.com	7/29/2021 13:00	7/29/2021 13:41	42	Yes
Ellen Gomez @ TN_Pathways		7/29/2021 13:00	7/29/2021 13:41	41	Yes
Freda Herndon		7/29/2021 13:00	7/29/2021 13:29	29	No
Seth Harper Thurman		7/29/2021 13:23	7/29/2021 13:41	19	Yes

EDSI Incentive Quarterly Benchmarks																
Matrix:		Quarter Ending:														
		March 31				June 30				Sept. 30						Cumulative September 30
		Goal	Actual*	%		Goal	Actual	%		Goal	Actual	%		Goal	Actual	
Enrollments	A/DW	200	152	76%		255	303	119%		299	249	83.3%		754	704	93.4%
	Youth	50	31	62%		62	88	142%		81	66	81.5%		193	185	95.9%
Exits (50% of new enrollments)	A/DW	100	204	204%		128	99	78%		150	127	84.9%		377	430	114.1%
	Youth	25	86	344%		31	44	142%		41	32	79.0%		97	162	167.9%
		Positive	Total	Percent		Positive	Total	Percent		Positive	Total	Percent		Positive	Total	Percent
Positive Placement Rate Target 85%	A/DW	166	204	81.4%		91	99	91.9%		126	127	99%		383	430	89.1%
	Youth	51	86	59.3%		43	44	97.7%		28	32	88%		122	162	75.3%
Placement Wage	A/DW	\$ 15.00	\$ 20.83	139%		\$ 15.00	\$ 20.59	137%		\$ 15.00	\$ 22.24	148%		\$ 15.00	21.33	142%
	Youth	\$ 10.00	\$ 14.53	145%		\$ 10.00	\$ 13.56	136%		\$ 10.00	\$ 13.89	139%		\$ 10.00	14.04	140%
MPCR:	A/DW	50%	16.6%	33%		50%	45%	90%		50%	59.9%	120%		50%	46%	92%
	Youth	50%	14%	28%		50%	45.5%	91%		50%	64.5%	129%		50%	49%	98%
Work Experience	Youth	25%	0%	0%		25%	4%	16%		25%	17%	68%		25%	9%	36%
In-School Youth Ratio	Youth	25%	1%	4%		25%	3%	12%		25%	7%	28%		25%	4%	16%

MAC Quarterly Benchmarks																
Matrix:		Quarter Ending:														
		March 31				June 30				Sept. 30				Cumulative September 30		
		Goal	Actual*	%		Goal	Actual	%		Goal	Actual	%		Goal	Actual	%
Enrollments	ISY	15	1	7%		50	24	48%		10	2	20.0%		75	27	36.0%
	OSY	20	3	15%		30	85	283%		35	12	34.3%		85	100	117.6%
	Total	35	4	11%		80	109	136%		45	14	31.1%		160	127	79.4%
# of Exits (Target-50% of Enrollments)	Total	18	10	57%		40	14	35%		23	1	4.4%		80	25	31.3%
Placement Rate (Target 85%)	Total	Positive	Total	Percent		Positive	Total	Percent		Positive	Total	Percent		Positive	Total	Percent
		9	10	90%		8	14	57%		-	1	0%		17	25	68.0%
Placement Wage	Total	\$ 10.00	\$ 12.21	122%		\$ 10.00	\$ 15.22	152%		\$ 10.00	\$ -	0%		\$ 10.00	13.56	136%
MPCR:	Youth	50%	17%	34%		50%	35%	70%		50%	50%	100%		50%	38%	76%
Work Experience	Youth	25%	9%	36%		25%	6%	24%		25%	22%	88%		25%	14%	56%
In-School Youth Ratio	Youth	25%	4%	16%		25%	11%	44%		25%	21%	84%		25%	14%	56%



# Northern Middle Tennessee Workforce Board Inc.

November 10, 2021

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## Executive Summary

### Youth Incentives Policy

**1. What is the general purpose of this policy?**

This is a new policy to address Concern 6 of the Youth federal monitoring report. This policy establishes the standards of achievement tied to training activities and work experiences for the issuance of incentive payments to eligible WIOA Title I youth participants.

**2. What are the notable guidelines conveyed within this policy?**

Defines the nine (9) incentive awards available and the documentation required for each.

**3. What are the modifications to this policy?** Changing the benchmark incentive for “retaining unsubsidized employment” from maintaining employment 90 days, 6 months, 9 months, and 12 months to employed at 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup>, and 4<sup>th</sup> quarter follow-up.



## **Youth Incentives Policy**

### **Purpose**

The purpose of this policy is to provide guidance and establish the Northern Middle Tennessee Workforce Board (NMTWB) standards of performance for the issuance of incentive payments to Workforce Innovation and Opportunity Act (WIOA) Title I Youth program eligible and enrolled participants.

### **Background**

20 CFR 681.640 states that “incentive payments to youth participants are permitted for recognition and achievement directly tied to training activities and work experiences.” Such incentive payments must be tied to the goals of the specific program, outlined in writing before the commencement of the program that may provide incentive payments; align with local program organizational policies; and are in accordance with the requirements contained in 2 CFR part 200.

### **Policy & Instructions**

Youth incentives must be connected to the achievement of milestones or outcomes in the program linked to work experience, education, or training activities as defined in the participants Individual Service Strategy (ISS). Incentives are not an entitlement and should be awarded as appropriate. All incentive awards will be subject to the availability of WIOA youth funds.

- A. **High School Diploma (\$250.00)** – participants enrolled in education at the date of participation or at any point during the program and earn a high school diploma *after* the date of participation are eligible to receive an incentive award. In order to receive the incentive, documentation in the form of a copy of the diploma or transcripts will be submitted.
- B. **Educational Functional Level Gains (\$50-\$100)** - participants, whose initial TABE results demonstrate basic skills deficiency, as defined as an Educational Functional Level (EFL) of 4.0 or lower (< 9.0 grade level equivalency) in one or more of the three functional areas (math, reading or language), at the date of participation or at any point during the program are eligible to receive an incentive for increasing one or more EFL in any deficient area. In order to receive the incentive, documentation in the form of the WIOA co-enrollment form signed by Adult Education verifying the EFL gain will be submitted.
  - Participants are eligible to receive a \$50 incentive for each attainment of a full one point increase in an EFL previously determined basic skill deficient.
  - Those participants who achieve an EFL of 5.0 or higher (9.0 or higher grade level equivalency) in one of the three functional areas, previously determined basic skill deficient, will be eligible for a one time incentive of \$100 in that area in lieu of the \$50 incentive.

- C. **HiSET Voucher (\$100.00)** – participants enrolled in Adult Education classes at the date of participation or at any point during the program and earn a full voucher for the HiSET *after* the date of participation are eligible to receive an incentive award. In order to receive the incentive, documentation in the form of the WIOA co-enrollment form signed by Adult Education verifying voucher attainment will be submitted.
- D. **HiSET Diploma (\$250.00)** – participants enrolled in education at the date of participation or at any point during the program and earn the HiSET *after* the date of participation, are eligible to receive an incentive award. In order to receive the incentive, documentation in the form of a copy of the HiSET transcript or Comprehensive Score Report indicating scores will be submitted.
- E. **Post-Secondary GPA (\$25-\$40)** - participants, enrolled in education at the date of participation or at any point during the program, are eligible to receive an incentive award for GPA earnings, in each subject, at the end of each formal grading period. This award shall be given no more than once per school quarter, trimester, or semester if on a quarter, trimester, or semester system. Participants will be eligible to receive: \$40 for 4.0, \$35 for 3.5-3.9, \$30 for 3.0-3.49, \$25 for 2.5-2.9. In order to receive the incentive, documentation in the form of a copy of the transcript will be submitted.
- F. **Post-Secondary Training Completion (\$100)** - participants, enrolled in education at the date of participation or at any point during the program, are eligible to receive to receive a \$100 incentive for completing a post-secondary training program. In order to receive the incentive, documentation in the form of a copy of the certificate of completion, transcript, diploma, or certificate will be submitted.
- G. **Post-Secondary Credential Attainment (\$200)** – participants, enrolled in education at the date of participation or at any point during the program, who complete training and obtain one of the recognized credentials listed below are eligible to receive an incentive award. In order to receive the incentive, documentation in the form of a copy of the transcript, degree, diploma, certification, or license will be submitted.
- Associate's Degree
  - Bachelor's Degree
  - Occupational Certificate, including Registered Apprenticeship and Career and Technical Education educational certificates
  - Occupational License (e.g., EMT, LPN, Registered Dental Assistant, etc.)
  - Industry Certification (e.g. ASE certification, NIMS certification, Microsoft Certified IT Professional, etc.)
- H. **Obtaining Unsubsidized Employment (\$100)** – participants who obtain unsubsidized employment *during* program participation are eligible to receive a onetime placement incentive award. In order to receive the incentive, documentation in the form of a pay stub, third party employment verification printout, or employer telephone verification form will be submitted.
- I. **Retaining Unsubsidized Employment (\$100)** - participants who retain unsubsidized employment *after* program participation are eligible to receive an incentive award. In order to receive the incentive, documentation in the form of a pay stub, third party employment verification printout, or employer telephone verification form will be submitted.

Participants are eligible to receive a \$100 incentive for each attainment listed below. Employment does not have to be with the same employer.

- Employed 1<sup>st</sup> quarter after exit
- Employed 2<sup>nd</sup> quarter after exit
- Employed 3<sup>rd</sup> quarter after exit
- Employed 4<sup>th</sup> quarter after exit

Note: Youth may be eligible to receive quarterly incentives even if not awarded in consecutive order. (Example: Youth is not working at 2<sup>nd</sup> quarter follow up no incentive is awarded. However, youth is working at 3<sup>rd</sup> quarter follow up and eligible to receive incentive.)

#### References

20 CFR 681.640; 2 CFR part 200; TEGL 21-16

Authorized by:

Approved by:

\_\_\_\_\_  
Marla Rye, Executive Director      Date

\_\_\_\_\_  
John Zobl, Chairman      Date



# Northern Middle Tennessee Workforce Board Inc.

November 10, 2021

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## Executive Summary

### Youth Eligibility Policy

**1. What is the general purpose of this policy?**

The Youth Eligibility policy outlines eligibility requirements for the youth program, identifies the criteria for basic skills deficient, explains the five (5) percent exception provisions, and identifies the criteria for determining if a participant requires additional assistance to enter or complete an educational program or to secure and hold employment.

**2. What are the modifications to this policy?**

WIOA requires that either the SWDB or the LWDB establish a policy for the “requires additional assistance” criterion. Previously the SWDB had defined the “requires additional assistance” criterion. On September 15, 2020, the TDLWD issued a memorandum now requiring that the LWDB define the “requires additional assistance” criterion for In-School Youth (ISY) and Out-of-School Youth (OSY) eligibility.

This modification is to add additional barriers to both the In-School Youth (ISY) and Out-of-School Youth (OSY) “requires additional assistance” criterion in an effort to qualify and provide more services to youth in need.



## **Youth Eligibility Policy**

### **Purpose**

This policy provides guidance on WIOA Title I Youth program eligibility requirements, policies, and procedures consistent with state and federal requirements and to define “requires additional assistance to enter or complete an educational program, or to secure or hold employment.”

### **Background**

WIOA outlines a broad youth vision that supports an integrated service delivery system and a commitment to providing high-quality services for youth, including career exploration and guidance, continued support for educational attainment, opportunities for skills training such as pre-apprenticeships or internships for in-demand industries and occupations, enrollment in postsecondary education, or a Registered Apprenticeship.

### **Policy & Instructions**

Youth must meet eligibility requirements. WIOA establishes separate eligibility criteria for out-of-school youth (OSY) and in-school youth (ISY).

#### **1. Out-of-school Youth is defined as:**

- A. Not attending any school at the time of enrollment;
- B. Not younger than 16 or older than 24 at the time of enrollment (participants may continue to receive services beyond the age of 24 once they are enrolled in the program (20 CFR 681.210); and
- C. Meets one or more of the following conditions:
  - School dropout
  - Within the age of compulsory school attendance, but has not attended school for at least the most recent complete school year calendar quarter. School year calendar is based on how a local school district defines its school year quarters.
  - Recipient of a secondary school diploma or its recognized equivalent who is low-income and basic skills deficient or an English language learner
  - An offender who has been subject to any stage of the criminal justice process
  - A homeless individual, aged 16 to 24 who meets the criteria defined in Violence Against Women Act of 1994 Section 41403(6), a homeless child or youth aged 16 to 24 who meets the criteria defined in the McKinney Vento Homeless Assistance Act Section 725(2), or who is a runaway
  - An individual in foster care, or who has aged out of the foster care system, or who has attained 16 years of age and left foster care of kinship, guardianship, or adoption, a child eligible for assistance under Social Security Act, or in an out-of-home placement;
  - Pregnant or parenting;
  - An individual with a disability;
  - Low-income individual who requires additional assistance to enter or complete an educational program or to secure or hold employment.

## **2. In-school Youth is defined as:**

- A. Attending school at the time of enrollment;
- B. Not younger than 14 or older than 21 (unless an individual with a disability who is attending school under State law) at the time of enrollment (participants may continue to receive services beyond the age of 24 once they are enrolled in the program 20 CFR 681.220);
- C. Low-income; and
- D. Meets one or more of the following conditions:
  - Basic skills deficient;
  - An English language learner;
  - An offender who has been subject to any stage of the criminal justice process
  - A homeless individual, aged 14 to 21 who meets the criteria defined in Violence Against Women Act of 1994, a homeless child or youth aged 14 to 21 who meets the criteria defined in the McKinney Vento Homeless Assistance Act, or who is a runaway
  - An individual in foster care, or who has aged out of the foster care system, or who has attained 16 years of age and left foster care of kinship, guardianship, or adoption, a child eligible for assistance under Social Security Act, or in an out-of-home placement;
  - Pregnant or parenting;
  - An individual with a disability;
  - Requires additional assistance to complete an educational program or to secure or hold employment.

Note: Youth with disabilities who have an Individualized Education Account may be enrolled as ISY after the age of 21 but no older than 22.

## **US Citizenship or Authorization to Work in the United States**

Eligible youth must also be a citizen or national of the United States, lawfully admitted permanent resident alien, refugee, asylee, and parole, and other immigrant authorized by the Attorney General to work in the United States (WIOA Section 188(a)(5)).

## **Selective Service Registration Requirement for Males Under Age 26**

Before enrollment in WIOA Title I funded services, all males who are not registered with Selective Service and have not reached their 26th birthday must register through the Selective Service website at [www.sss.gov](http://www.sss.gov).

If a male turns 18 while participating in any applicable services, registration with Selective Service must be completed no later than 30 days after he becomes 18 in order to continue to receive WIOA Title I funded services. If a man under the age of 26 refuses to register with Selective Service, WIOA Title I funded programs must be suspended until he registers. For transgender customers, compliance with selective service is predicated on the individual's gender as assigned at birth/as recorded on a birth certificate.

## **Documentation for Participant Eligibility**

Documentation is required to support WIOA Title I youth eligibility (see Attachment I Youth Eligibility Criteria and Documentation). Local Workforce Development Boards must conduct program oversight and monitoring of the career service provider and local youth workforce investment activities as outlined in WIOA Section 107(d)(8). Documentation will be stored electronically by uploading the documents into the participant's file in Jobs4TN. Documentation must be available to program staff, fiscal monitors, and auditors for monitoring purposes. A case note may be added with the documentation indicating the eligibility requirements that the document is supporting.

## **Determining School Status**

To determine school status for youth participants, service provider staff must follow the definitions below.

*School* - Any secondary or postsecondary school as defined by the applicable State law (TCA 49-6-301, 49-6-401, and 49-7-2003) for secondary and postsecondary institutions. For purposes of WIOA, the Department does not consider providers of adult education under Title II of WIOA, Youth Build programs, the Job Corps program, high school equivalency programs, or dropout re-engagement programs to be schools. Youth attending high school equivalency programs funded by the public K-12 school system who are classified by the school system as still enrolled in school are an exception; they are considered in-school youth.

*Attending School* - An individual is considered to be attending school if the individual is enrolled in a secondary school or registered for credit-bearing courses at a postsecondary institution. Such schools and/or institutions include, but are not limited to Tennessee Colleges of Applied Technology, community colleges, 4-year college/university, traditional K-12 public and private, and alternative (e.g., continuation, magnet, charter, and home) schools. Service provider staff must evaluate the following at the time of enrollment:

- If the youth is enrolled in the WIOA youth program during the summer and is in between school years, the youth is considered in-school youth if they are enrolled to continue school in the fall.
- If a youth is enrolled in the youth program between high school graduation and postsecondary education, the youth is considered an in-school youth if they are registered for postsecondary credit-bearing courses, even if they have not yet begun postsecondary classes at the time of enrollment.
  - If the youth does not follow through with attending post-secondary education, then such a youth would be considered an out-of-school youth if the eligibility determination is made after the point that the youth decided not to attend postsecondary education.
- Post-secondary courses must be credit-bearing classes. An individual attending non-credit bearing, post-secondary classes (e.g. remedial courses) are to be considered out-of-school youth.

*Not Attending School* – An individual who is not attending a secondary or postsecondary institution.

*Alternative School* – A non-traditional academic program or school designed to meet the student's educational, behavioral, and social needs for students in grades seven (7) through twelve (12).

## **Determining Basic Skills Deficiency**

An individual that has English reading, writing, or computing skills at or below the 8th grade level on a generally accepted standardized test or is unable to compute or solve problems, or read, write, or speak English at a level necessary to function on the job, in the individual's family, or in society, is considered basic skills deficient.

Testing for basic skills deficiency is recommended to be done through Tennessee Department of Adult Education when applicable. When testing through TN Department of Adult Education is not applicable, local service providers are permitted to administer testing. Formalized testing instruments that are valid, reliable, appropriate, fair, cost effective, and easy to administer and interpret results must be used with approval of the Board. Assessment instruments must be appropriate for the target population, and provide reasonable accommodation in the assessment process, if necessary, for individuals with disabilities.

If the individual is found to be basic skills deficient, this must be recorded in the State management information system.

## **Term of the Individualized Education Account**

For in-school youth and purposes of continuity of educational attainment, a student who enrolls in the program shall remain eligible until the participating student meets one of the following, whichever occurs first:

- A. The student enrolls full-time in a public school in the local education agency in which the parent or student who has attained the age of majority resides
- B. The student graduates from high school. The student may continue in the program until such time as he or she receives a high school diploma, or receives a passing score on all subtests of the HiSET.
- C. The student reaches twenty-two (22) years of age. The student may complete the school year in which he or she reaches the age of twenty-two (22), provided a student shall not be enrolled in the program past August 15 of the next school year after they have reached twenty-two (22).

## **Determining Low-Income Status**

A low-income individual is someone who:

- A. Receives or, in the past 6 months has received, or is a member of a family that is receiving or in the past 6 months has received, assistance through the supplemental nutrition assistance program (SNAP), the supplemental security income program established under Title XVI or the Social Security Act, or State or local income-based public assistance
- B. Is in a family with total income that does not exceed the higher of:
  - The poverty line, or
  - 70 percent (70%) of the lower living standard income level. (For additional guidance, see Low Income Guidelines policy)
- C. A homeless individual
- D. Receives or is eligible to receive free or reduced price lunch
- E. A foster child on behalf of whom State or local government payments are made
- F. An individual with a disability whose own income meets the low-income level for eligibility purposes
- G. Youth who reside in a high poverty area

## **Five (5) Percent Low-Income Eligibility Exception**

WIOA allows a low-income exception where five (5) percent of WIOA youth may be participants who ordinarily would be required to be low-income for eligibility purposes and meet all other eligibility criteria for WIOA youth, except for the low-income criteria. A program must calculate the five (5) percent based on the percent of newly enrolled youth in the local area's WIOA youth program in a given program year who would ordinarily be required to meet the low-income criteria. It is not based on all youth since many of the OSY categories do not require low-income status. Because not all OSY are required to be low-income, the five (5) percent low-income exception under WIOA is calculated based on the five (5) percent of youth enrolled in a given program year who would not ordinarily be required to meet the low-income criteria.

## **Determining Additional Assistance for OSY and ISY Criteria**

The following criteria are used to determine if a youth meets the definition of requiring additional assistance.

### **A. Requiring Additional Assistance for OSY only**

- Has not enrolled in postsecondary school or entered a career path within one year of completion of secondary school to include lack of full-time employment or history of employment with earnings below self-sufficiency guidelines
- Is required to enroll in remedial or developmental coursework in postsecondary
- Has dropped out of a postsecondary educational program as documented by school records



- Has never held a full-time job (30+ hours per week) for more than 13 consecutive weeks (age 18 or older only)
- Has been referred to, is being treated by, or has previously been treated by an agency for substance abuse
- Potential first generation postsecondary student
- Lives in public housing
- Has currently or formerly incarcerated parent(s) or guardians

**B. Requiring Additional Assistance for ISY only**

- Has poor attendance patterns, including truancy and chronic absenteeism, in an educational program during the last 12 calendar months;
- Has been expelled from school within the last 12 calendar months;
- Has been suspended from school within the last 12 calendar months;
- Has a grade point average of less than 2.0;
- Is deemed at risk of dropping out of school by a school official
- Is required to enroll in remedial or developmental coursework in postsecondary
- Potential first generation postsecondary student
- Lives in public housing
- Has currently or formerly incarcerated parent(s) or guardian(s)
- Has repeated at least one secondary grade level
- Has an ACT/SAT score below the college readiness range
- Little or no successful work experience or has never held a job (as documented on participant's application)

Note: All items must be documented by school records

**Five (5) Percent Additional Assistance Barrier Limitation for ISY**

WIOA states that each local area must ensure, no more than five (5) percent of ISY enrolled in the program year are eligible only based on the "needs additional assistance" criterion. The five (5) percent limitation criterion for additional assistance applies to ISY only.

**References**

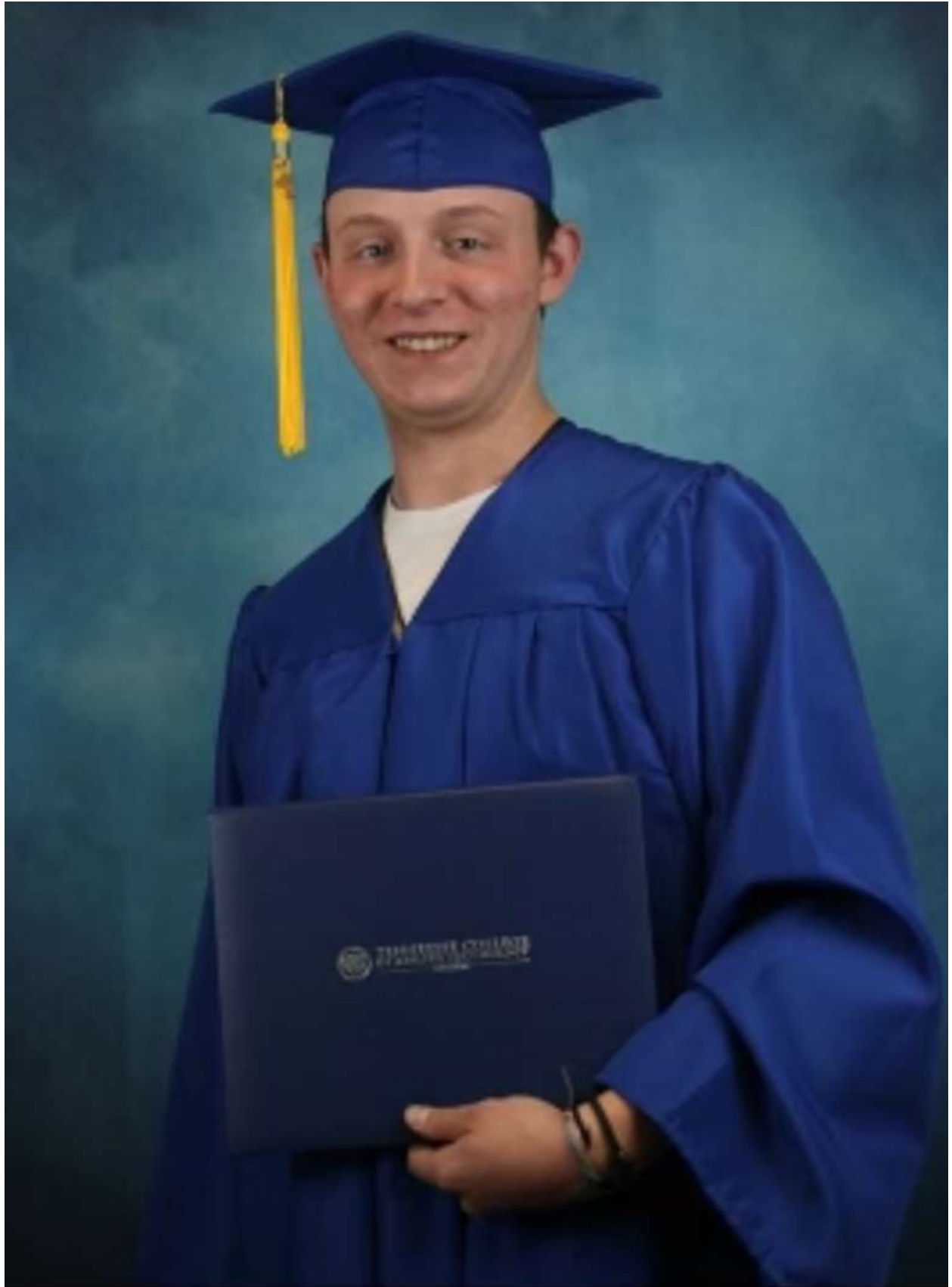
WIOA Section 129(a), 20 CFR 681.230-250, TEGL 21-16

Authorized by:

Approved by:

\_\_\_\_\_  
Marla Rye, Executive Director      Date

\_\_\_\_\_  
John Zobl, Chairman      Date





## Youth Committee Meeting

October 26, 2021

10am via Teams

### Committee Membership

Name	Title	Organization	Contact
Anne Barger	Family Resources Center Director	Wilson County Schools	bargera@wcschools.com
Lyndi Berrones	Regional Director, Northern Middle	Tennessee Department of Economic & Community Development	<a href="mailto:lyndi.berrones@tn.gov">lyndi.berrones@tn.gov</a>
Cyndi Chester	Education Consultant III	Department of Children's Services	<a href="mailto:Cyndi.chester@tn.gov">Cyndi.chester@tn.gov</a>
Audra Estes	WBL/CTE Transitions Assistant	Dickson County Schools	<a href="mailto:AudraEstes@dcstn.org">AudraEstes@dcstn.org</a>
Ellen Gomez	Pathways Regional Coordinator, NM	Tennessee Board of Regents	Ellen.gomez@tbr.edu
Debbie Grant	Development Director	Goodwill Industries of Middle Tennessee	debbie.grant@givegw.org
Amy Jackson	CTE CORE Consultant, Mid Cumberland	Tennessee Department of Education	Amy.r.jackson@tn.gov
John Kerr	Pre-ETS Specialist	Middle Tennessee Pre-Employment Transition Services	<a href="mailto:john.k.kerr@tn.gov">john.k.kerr@tn.gov</a>
Tylesha McCray	Regional Supervisor, VR Region 5	Vocational Rehabilitation Services	Tylesha.McCray@tn.gov
Lynn Siefert	Program Director	Northern Middle TN Workforce Essentials Adult Education	lseifert@workforceessentials.com
Margaret Steele	Engineer	Nissan	Margaret.Steele@Nissan-Usa.com
Charity Walker	Opportunity Youth & Employment Pathways Director	Martha O'Bryan Center	cwalker@marthaobryan.org

**Pending, but expected:** Representation from Conexión Américas, Metropolitan Development and Housing Agency, Academies of Nashville



## Youth Committee Meeting

October 26, 2021

10am via Teams

### First Meeting

#### Agenda

- I. Welcome and Introductions..... Ellen Gomez, TN Pathways
- II. Youth Services Overview..... Andrea Dillard, NMWB
  - a. WIOA Eligibility for In-School Youth and Out-of-school Youth
  - b. [Youth Program Elements](#)
  - c. Mid Cumberland Contracted Providers: MAC and EDSI Solutions
- III. Objectives for Youth Committee Participation..... Marla Rye, NMWB
  - a. Improving communication of Youth Services eligibility and goals
  - b. Integrating into existing advising protocols at schools and organizations
  - c. Increasing participation in work-based learning
  - d. Reviewing potential demonstration pilots in the region
- IV. Selecting a goal for this fiscal year..... Ellen Gomez, TN Pathways
- V. Questions/Clarification
- VI. December Meeting Date Confirmation and Next Steps.....Ellen Gomez, TN Pathways

# **TENNESSEE OPPORTUNITY PILOT INITIATIVE**

## **Transforming Tennessee Together**

### **Overview**

The Tennessee Opportunity Pilot Initiative creates the space for us to come together at the community level to answer the question, “How do we grow economically, socially, and developmentally vulnerable Tennesseans beyond the life challenges that require their utilization of our system of public supports?”

There will be several different components of our transformative efforts.

The General Assembly, Governor Lee, and TDHS joined together to craft the TANF Opportunity Act. This landmark piece of legislation has allocated approximately \$180 million in Temporary Assistance for Needy Families (TANF) funds for innovative pilot programs that aim to transform the lives of Tennesseans living in poverty. This ambitious, revolutionary approach to transforming our state takes all our efforts combined.

If we partner with all sectors of Tennessee to plan, implement, and rigorously evaluate the outcomes of these pilots, our collective work will be some of the most impactful and transformative efforts in the history of the social services space. Through the Tennessee Opportunity Pilot Initiative, Tennessee will be able to demonstrate with measurable data those strategies that are most effective at reducing dependency and growing the capacity of our most vulnerable citizens.

The Tennessee Opportunity Pilot Initiative Planning Grants offer an entry point for collaborations – large and small – that are dedicated to taking on the challenge of poverty in our state by partnering with other important sectors to make the whole greater than the sum of its parts in the objective of furthering our efforts to have a state where ALL can thrive. The work will not be performed in silos, but with the support of state leadership, the Families First Community Advisory Board, the Tennessee Department of Human Services, research partners and professionals, and, most importantly, collaborations like yours that see firsthand the challenges that vulnerable Tennesseans face.

# PROCESS Flow Chart



## Planning

Organizations interested in participating in the pilot program must first apply for and be approved during the Planning Grant phase.

Planning Grants of up to \$500,000 will be awarded to assist organizations with technical assistance, visioning, program design, budgeting, and partnership development during a 90-day planning phase, in preparation for submitting a pilot proposal to be considered for an Implementation Grant.

- ▶ Planning Grant Applications Open | September 1 – October 15, 2021
- ▶ TDHS Mandatory Review Phase | Fall 2021
- ▶ Families First Advisory Board Review Phase | Fall 2021
- ▶ Planning Grant Awards Announced | Winter 2021
- ▶ Planning Grants Contract Term (90 days) | Winter 2022



## Tennessee Opportunity Pilots

The Families First Community Advisory Board will select 6 pilot grantees (2 in each grand division) from the organizations who are awarded planning grants and submit pilot proposals. TDHS will operate one pilot as well.

- ▶ Advisory Board Review Phase | Spring 2022
- ▶ After the 90-day Planning Grant period, applicants then will submit proposals.
- ▶ Pilot Awards Announced | Spring 2022
- ▶ The Families First Community Advisory Board will select 6 pilots in Spring of 2022 to receive Implementation Grants.
- ▶ Pilot Implementation | Winter 2022 – Winter 2025
- ▶ Pilots will begin implementation in Winter of 2022.



## Research Partner Procurement

The TANF Opportunity Act requires the Department of Human Services and the Families First Community Advisory Board to select a research partner that will support the research and program evaluation of the Tennessee Opportunity Pilot Program. This research partner will be responsible for regularly gathering and presenting research and data to pilot program leaders and the Advisory Board to aid continuous improvement as well as producing regular reports and a final report to present to the Advisory Board at the conclusion of the pilot implementation period. Each pilot will be expected to work closely with the research partner, ensuring that pilots are subject to the rigorous program evaluation prescribed by the legislation.

- ▶ RFP Issued | Fall/Winter 2021
- ▶ Contract Term Expected to Begin | Summer 2022



## Training & Technical Assistance (Hub) Partner Procurement

The Department of Human Services will procure a third-party vendor to provide technical assistance to the 7 pilots through a suite of shared services. To support implementation and reduce redundancy in technical assistance services, this vendor, commonly referred to as the "Hub" partner, will work with each of the pilots to customize scopes of work to address each pilot's community-specific needs.

- ▶ RFP Issued | Fall/Winter 2021
- ▶ Contract Term Expected to Begin | Summer 2022



## Sector Based Conversations

The department has been and will continue to facilitate sector-based conversations statewide to discuss the vision of transforming the safety net.

- ▶ Fall 2021 – Winter 2021/2022



# TANF OPPORTUNITY ACT

## Components

The Tennessee Department of Human Services is committed to ensuring its investments in communities statewide are supported with the resources they need to successfully move families from crisis to and through career pathways. The implementation of the TANF Opportunity Act will include the following components.

	<b>Initiative Partners</b>	The procurement of third-party vendors to provide technical assistance, research and initiative evaluation, and other needed supportive services for the TANF Opportunity Act (TOA).
	<b>Advisory Board</b>	The establishment and ongoing convening of the Families First Community Advisory Board.
	<b>Planning Grants</b>	The creation and administration of Planning Grants, which will prepare collaboratives to submit proposals to be selected for the TN Opportunity Pilot Initiative.
	<b>Pilots</b>	The creation, administration, and monitoring of the Tennessee Opportunity Pilot Initiative, which will include 6 pilots statewide to be selected by the Advisory Board and 1 pilot operated by TDHS. (3 Years)
	<b>Sector-Based Conversations</b>	The convening of various stakeholders through Sector-Based Conversations to engage a broad range of partners to communicate the vision for using TANF Opportunity Act (TOA) as a catalyst to redesign the safety net and encourage partnership opportunities aligned with TANF Opportunity Act (TOA)
	<b>Community Grants</b>	The administration of the Families First Community Grants program. The TANF Opportunity Act also established the Families First Community Grants Program. This program will be smaller, one-time grants. More details and applications for this program will be released in early 2022