

Attachment: Youth Service Strategy

Element Number	Program Element	Description	Provider (Contractor and / or Referral)
1	Tutoring, study skills training, instruction, and evidence-based dropout prevention and recovery strategies that lead to completion of the requirements for a secondary school diploma or its recognized equivalent	Such services focus on providing academic support, helping a youth identify areas of academic concern, assisting with overcoming learning obstacles, and providing tools and resources to develop learning strategies. This can be provided in a one-on-one setting, in a group setting, through resources, and in workshops. Secondary school dropout prevention strategies include services and activities that keep a young person in-school and engaged in formal learning and/or training setting. Strategies include, but not limited to tutoring, literacy development, active learning experiences, after-school opportunities, and individualized instruction.	Referral - Adult Education Local Education Agencies https://www.learntobe.org https://powerminds.org/default.aspx https://www.jobs4tn.gov (Alison)
2	Alternative secondary school services, or dropout recovery services, as appropriate	Alternative secondary school services, such as basic education skills training, individualized academic instruction, and English as a Second Language training, are services that assist youth who have struggled in traditional secondary education. Dropout recovery services, such as credit recovery, counseling, and educational plan development, are those that assist youth who have dropped out of school. The goal is to help youth re-engage and persist in education that leads to the completion of a recognized high school equivalent.	Referral - Adult Education Local Education Agencies https://www.tn.gov/workforce/jobs-and-education/ae/aer/howtoenroll.html
3	Paid and unpaid work experiences, that have an academic and occupational education component	Work experiences have academic and occupational education as a component, and may include the follow types of work experiences: (i) Summer employment opportunities or other employment available throughout the school year; (ii) Pre-apprenticeship programs - designed to prepare individuals to enter and succeed in apprenticeship program registered under the National Apprenticeship Act; (iii) Internships and job shadowing a work experience option where youth learn about a job by walking through the work day as a shadow to a competent worker; and (iv) On-the-job training (OJT) opportunities.	Contractor and Referral – Vocational Rehabilitation TANF / Families First Postsecondary Institutions Local Education Agencies Project Return (Re-Entry) Goodwill Pre-ETS
4	Occupational skills training, which shall include priority consideration for training programs that lead to recognized postsecondary credentials that are aligned with in-demand industry sectors or occupation in the local area involved	Includes priority consideration for training programs that lead to recognized post-secondary credentials that align with in-demand industry sectors or occupations in the local area involved, if the Local Board determines that the programs meet the quality criteria described in WIOA sec. 123. Funding for training through Individual Training Accounts (ITAs) for unmet need after other Federal and State financial aid such as TN Promise, TN Reconnect, Lottery, Pell, TSAC, etc.	Referral - ETPL Providers in Northern Middle Workforce Area https://mappingyourfuture.org www.jobs4tn.gov (Alison)

5	Comprehensive guidance and counseling, which may include drug and alcohol abuse counseling and referral (as appropriate)	Provides individualized counseling to participants, and may include referrals to other partner programs for services such as substance and alcohol abuse counseling or mental health counseling. Staff members are responsible for assisting participants in collecting and analyzing information to determine the best mix of services necessary to obtain employment. Information areas may include a participant's needs, strengths, support systems, education, job skills, interests, and career goals. Information may be gathered informally, via interviews or observations, or formally via assessment tools such as aptitude tests, computer assisted programs, and interest inventories. Based on the results of the assessment process, staff connect participants to services available through the AJC and will make referrals to other programs a necessary if their needs are outside of the scope of life skills (time management, developing a support system to be successful in school, finding transportation to and from school, developing good study habits, etc.).	Contractor and Referral - Local Education Agencies Centerstone Pre-ETS Project Return (Re-Entry) Community Organizations www.jobs4tn.gov (Alison)
6	Leadership development opportunities, which may include community service and peercentered activities encouraging responsibility and other positive social and civic behaviors (as appropriate)	20 CFR § 681.520 defines this program element as opportunities that encourage responsibility, confidence, employability, self-determination, and other positive social behaviors such as: (a) exposure to postsecondary educational possibilities; (b) community and service learning projects; (c) peer-centered activities, including peer mentoring and tutoring; (d) organizational and team work training, including team leadership training; (e) training in decision-making, including determining priorities and problem-solving; (f) citizenship training, including life skills training such as parenting and work behavior training; (g) civic engagement activities that place youth in a leadership role such as serving on youth leadership committees, such as a standing Youth committee. To encourage responsibility, confidence, employability, and exposure to postsecondary opportunities, Youth can attend workshops in the AJCs such as Financial Literacy or Starting a Small Business, complete assignments in Allison or Career Ready 101, receive an adult mentor through work experience, receive career counseling from a career advisor, and / or be referred to TN Promise and TN Reconnect mentors and counselors. Additional work behavior training is available at the AJCs through TCAT Jackson's the Way to Win at Work program.	Contractor and Referral – Youth Villages Pre-ETS Envision Center @ Napier Community Organizations Local Education Agencies https://www.volunteermatch.org https://www.unitedway.org/get-involved/volunteer www.jobs4tn.gov (Alison)
7	Supportive Services	20 CFR § 681.570 describes supportive services for youth as defined in WIOA Sec. 3(59), as services that enable an individual to participate in WIOA activities. These services include, but not limited to, the following: (a) linkages to community services; (b) assistance with transportation; (c) assistance with childcare and dependent care; (d) assistance with housing; (e) needs-related payments; (f) assistance with educational testing; (g) accommodations for youth with disabilities; (h) legal aid services; (i) referrals to healthcare; (j) assistance with uniforms or other appropriate work attire and work-related tools, including such items as eyeglasses and protective eye gear; (k) assistance with books, fees, school supplies, and other necessary items for students enrolled in postsecondary education classes; (l) payments and fees for employment and training-related applications, tests and certifications.	Contractor and Referral – Project Return (Re-Entry) Adult Education Vocational Rehabilitation TANF / Families First TAA Veterans Employment Services Community Organizations

8	Adult mentoring for the period of participation and a subsequent period, for a minimum total of 12 months	As listed in 20 CFR § 681.490, adult mentoring is offered for a duration of at least 12 months, and may occur both during the program and following exit from the program. Adult mentoring is a formal relationship between a youth participant and an adult mentor that includes structured activities where mentor offers guidance, support and encouragement to develop the competence and character of the mentee. This may include workplace mentoring where the program matches a youth participant with an employer or employee of a company. While the Department of Labor strongly prefers that case managers not serve as adult mentors, the final rule allows case manager to serve as mentors in areas where adult mentors are sparse, such as in rural areas like Northwest TN. However, the desired method of providing leadership development includes connecting youth with a community mentor, which can usually be found through a work experience, postsecondary institution, or by referral to other community resources.	Contractor and Referral - Work Experience Sites Pre-ETS Local Education Agencies Postsecondary Institutions Other Community Resources
9	Follow-up services, for a minimum of 12 months, after the completion of participation (as appropriate)	Services are provided for not less than 12 months from the exit date. 20 CFR § 681.580 describes follow up services as “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 the youth participant’s employer, including assistance in addressing work-related problems that arise, and may include the following program elements: (1) supportive services; (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 the local area, such as career awareness, career counseling, or career exploration services; (5) activities that help youth prepare for and transition to postsecondary education and training. Follow up services include more than only a contact attempted or made for securing documentation in order to report a performance outcome. Title I staff provide follow-up services to identify any barriers participants may be having, which might impede their progress, in order to provide the necessary services to assist in overcoming the barriers.	Contractor and Referral – Goodwill Project Return (Re-Entry) Community Organizations
10	Financial Literacy Education	The AJCs are in partnership with local financial institutions to offer workshops on Financial Literacy on-site at the AJCs. The class covers banking services, tracking your money, credit, loans, and the basics of home ownership. There are also many resources on Job4TN’s online learning resources	Contractor and Referral - Operation Hope Pre-ETS TANF/Families First Local banking institutions https://www.frbatlanta.org/education/classroom-tools.aspx www.jobs4tn.gov (Alison)

11	Entrepreneurial Skills Training	<p>20 CFR § 681.560 states this program element provides the basics on starting and operating a small business. Such training must develop the skills associated with entrepreneurship, such as the ability to take initiative, creatively seek out and identify business opportunities, develop budgets and forecast resource needs, understand various options for acquiring capital and the trade-offs associated with each option, and communicate effectively and market oneself and one's ideas. Rather than choosing to enroll in a formal training program to attain an entrepreneurship-training certificate, many jobseekers are interested in self-employment, and thus explore independent routes. Small Business Development Centers (SBDCs), Small Business Associations (SBAs), and Chambers of Commerce identify resources to assist these individuals. SBAs helps entrepreneurs and existing owners to start, build, or grow their businesses offering services such as information on financing, loan applications, and regulations and licensing. The AJCs are in partnership with a community-based organization, Operation Hope, and the Small Business Development Centers (SBDC) through the University of TN at Martin (UTM) and Dyersburg State Community College to hold workshops in the AJCs. The SBDCs also provide one-on-one assistance through a referral to provide expert business advice to all types of businesses including, but not limited to counseling, business planning, marketing assistance, training, and cash flow analysis to start-up entrepreneurs and existing business owners. Business Services Team members may also host information sessions at partner agencies about the grants available through the AJCs, such as On-the-Job Training and Incumbent Worker Training, that can assist small business owners offset the cost of training new and existing employees.</p>	<p>Referral – Operation Hope Tennessee State University SBDC Austin Peay State University SBDC Volunteer State Community College SBDC Chambers of Commerce</p>
12	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 services	<p>Includes 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 services. Interest inventories and other career planning tools are available through websites such as mynextmove.org and careeronestop.org/getmyfuture. The AJCs also utilize Jobs4TN.gov and Economic Modeling Systems, Inc. (EMS) to provide labor market and employment information. You Science Career Awareness and Aptitude assessment is also available.</p>	<p>Contractor and Referral - Wagner Peyser Goodwill Pre-ETS Project Return (Re-Entry) Rutherford Works Envision Center @ Napier https://www.onetonline.org www.jobs4tn.org</p>
13	Activities that help youth prepare for and transition to postsecondary education and training	<p>Includes exploring post-secondary education options including technical training schools, community colleges, 4-year colleges and universities, and registered apprenticeships, assisting the youth in preparation for the ACT/SAT testing, assisting with the college admission applications, searching and applying for scholarships and grants, filling out the proper Financial Aid applications and adhering to changing guidelines, and connecting youth or youth adults to postsecondary education programs. Youth served through the AJCs may receive assistance in using Jobs4TN.gov, You Science, Career Coach, and other resources to identify postsecondary training opportunities, and related employment information.</p>	<p>Contractor and Referral – Youth Villages Local Education Agencies Postsecondary Institutions Adult Education TANF / Families First TN Promise & Reconnect TN Achieves Vocational Rehabilitation Project Return (Re-Entry) Envision Center @ Napier</p>

14	Education offered concurrently with, and in the same context as, workforce preparation activities and training for a specific occupation or occupational cluster	<p>An integrated education and training model that 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. While programs developing basic academic skills, which are included in as part of alternative secondary school services and dropout recovery services, workforce preparation activities that occur as part of a work experience, and occupational skills training can all occur separately and at different times (and thus are counted under separate program elements), this program element refers to the concurrent delivery of these services which make up an integrated education and training model. Several postsecondary training programs, such as healthcare and manufacturing, provide academic and hands on learning through cooperatives or internship opportunities. For instance, all nursing programs include clinical experience in various healthcare employment settings such as hospitals, nursing homes, and clinics. Dyersburg State and Jackson State Community College both provide cooperative “Earn and Learn” programs in advanced manufacturing. TCATs include an internship opportunity for students near the end of training. At the secondary level, work-based learning opportunities are incorporated as part of career pathways and the TN Pathways Certification.</p>	<p>Contractor and Referral - Adult Education Local Education Agencies Postsecondary Institutions Work Experience Sites Goodwill https://mappingyourfuture.org https://studentid.gov/h/apply-for-id/ffsa</p>
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