

WIOA *Quick Start* Action Planner (QSAP)

Youth Services Strategies

WIOA creates a dynamic shift within youth services, creating priorities to serve out-of-school youth through a minimum expenditure requirement of 75 percent and focusing on work experiences through a minimum expenditure requirement of 20 percent. Youth program elements focus on providing youth with educational and career success through work-based learning and attainment of credentials. Youth programs will support entry onto and along career pathways. Programs should establish partnerships with educational institutions, community-based organizations, and other youth-serving organizations to integrate service delivery through a framework of leveraged resources.

Please rate to what extent you agree with the following statements related to youth services in preparation for WIOA Implementation.

KEY

State and Local

State

Local

1 = Not at all | 2 = Making progress but a long way to go | 3 = Have some of this, sometimes | 4 = Yes, in place now | 5 = Not only in place but we are excelling

Section 1

Partnership Engagement

Has our workforce system formed the necessary partnerships to advance the youth services vision?

Rating (Choose One)

1 – 2 – 3 – 4 – 5

Notes

State and Local Leaders

- The key partners and stakeholders of our workforce system have taken a concentrated look (i.e. review relevant youth data, recent studies, etc.) at the eligible youth population and identified the overarching service needs of in-school and out-of-school youth to meet the key provisions of the law in Titles I, II, and IV.

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2. Key partners and stakeholders within our workforce system have developed an on-going, collaborative approach for recruiting, referring and providing holistic youth services.	1	2	3	4	5	
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Local Level Leaders Only

3. Our local area has conducted an assessment (resource mapping) of available organizations and programs within the region that currently provide services to eligible populations to determine areas of strengths, weaknesses, and opportunities that will be addressed in the WIOA youth services program design and ensure maximum leveraging and alignment. Including:

■ Adult Education	1	2	3	4	5	
■ Alternative Schools	1	2	3	4	5	
■ Apprenticeship / Pre-Apprenticeship	1	2	3	4	5	
■ Business Partners	1	2	3	4	5	
■ Career and Technical Education (Perkins Act)	1	2	3	4	5	
■ Community Organizations / Non-profits / Foundations	1	2	3	4	5	
■ Competitive Grants	1	2	3	4	5	
■ Institutions of Higher Education	1	2	3	4	5	
■ Juvenile and Adult Justice Organizations	1	2	3	4	5	
■ Local School Districts	1	2	3	4	5	
■ Mental Health Providers	1	2	3	4	5	
■ TANF / HHS programs	1	2	3	4	5	
■ Vocational Rehabilitation	1	2	3	4	5	
■ Other	1	2	3	4	5	



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Section 2

Governance and Leadership

Has our State or Local Board formed the necessary structure to ensure WIOA provisions relating to youth are implemented and continuously improved?

Rating (Choose One)

1 – 2 – 3 – 4 – 5

Notes

State and Local Leaders

4. Our State and Local Boards have issued policies outlining the criteria for youth eligible providers.

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State Level Leaders Only

5. Our state has considered a statewide Youth Standing Committee that includes other youth-serving organizations and departments at the state level.

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Local Level Leaders Only

6. Our workforce system has provided evidence that parents, participants, and other members of the community with experience relating to programs for youth are involved in the design and implementation of WIOA youth services programs.

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7. Our workforce system has determined to designate the existing Youth Council as a Youth Standing Committee, or formed a new Youth Standing Committee on local workforce boards.

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8. Duties and functions of the youth standing committee are defined, and include functioning as a convener to coordinate local resources; providing information; and assisting with planning, operations, identification of service providers, and other issues relating to the provision of services to youth. This includes identifying the youth staff lead supporting the Youth Standing Committee. (See <http://www.servicelocator.org/youthcouncil.asp> for current Youth Council information.)

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Section 3

Organizational Capacity and Alignment

Does our workforce system have the personnel, policies, and shared vision in place to support the targeted youth population and service offerings outlined in WIOA?

Rating (Choose One)

1 – 2 – 3 – 4 – 5

Notes

State and Local Leaders

<p>9. Our workforce system has adopted policy changes needed to accommodate the WIOA shift including working towards spending a minimum of 75% of WIOA funds on out-of-school youth (OSY) in Program Year (PY) 2015. They must: 1) demonstrate progress towards meeting the 75% OSY expenditure rate through increased expenditures on OSY compared to the previous year; 2) increase expenditures by a minimum of 10 percentage points compared to the previous year and no lower than a 50% OSY expenditure rate; and 3) be prepared to describe how they will achieve the 75% OSY expenditure rate with PY 2016 funds.</p>	1	2	3	4	5	
<p>10. Our workforce system has established an integrated vision for serving youth that supports a service delivery system that leverages other federal, state, local, and philanthropic resources to support in-school and out-of-school youth.</p>	1	2	3	4	5	
<p>11. The Youth Standing Committee chair and staff convene partners to develop a vision, conduct program management, facilitate regular communicate with the systems' stakeholders, and support a workplan for the entire community.</p>	1	2	3	4	5	
<p>12. Our workforce system has identified professional development needs for front-line staff serving youth and youth service providers.</p>	1	2	3	4	5	



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Section 4

Service Delivery and Integration

Are you facilitating the development, availability and delivery of workforce, education and training programs that are responsive to the needs of targeted youth populations?

Rating (Choose One)

1 – 2 – 3 – 4 – 5

Notes

State and Local Leaders

<p>13. Requests for proposals within our workforce system reflect the new out-of-school youth and work experience requirements, and assist in identifying providers with the capacity to successfully provide services. This may include modifications to current contracts.</p>	1	2	3	4	5	
<p>14. Specific strategies are in place to identify and recruit out-of-school youth. Partnerships and resources have been identified to carry out these strategies, including dropout recovery efforts, connecting with Adult Basic Education, serving TANF recipients, and coordinating with Health and Human Services partners like Homeless and Runaway program.</p>	1	2	3	4	5	
<p>15. The appropriate partnerships exist among our workforce system and the state education agency/local school districts to access free or reduced price lunch information (under the Richard B. Russell National School Lunch Act) to identify eligible populations.</p>	1	2	3	4	5	

State Level Leaders Only

<p>16. The state has established clearly articulated objectives for use of the funds within the Governor’s Reserve to enhance services through conducting evaluations, improving local service coordination of activities, and addressing high concentrations of eligible youth.</p>	1	2	3	4	5	
<p>17. The State has policies and processes in place to ensure the requirement that not less than 75% of funds available for statewide activities shall be used to provide workforce investment activities to out-of-school.</p>	1	2	3	4	5	



Local Level Leaders Only

<p>18. The youth program facilitates alignment with the one-stop centers that enables youth participants to have access to additional career services, such as low-cost strategies like career exploration.</p>	1	2	3	4	5	
<p>19. Our workforce system has determined a plan to serve in-school youth with WIOA funds, or has identified other local agencies and non-WIOA resources which provide services to the in-school youth population.</p>	1	2	3	4	5	

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<h2>Section 5</h2>	<p>Program Elements</p> <p><i>Has our workforce system facilitated inclusion of the new program elements to ensure each is adequately providing youth with needed support?</i></p>	<p><i>Rating (Choose One)</i></p> <p>1 – 2 – 3 – 4 – 5</p>					<p><i>Notes</i></p>
	<h3>State and Local Leaders</h3>						

<p>20. Adjustments to youth services support the attainment of a secondary school diploma or its recognized equivalent, entry into post-secondary education, and career readiness for participants. Our workforce system partners have assessed existing service delivery of program elements and identified needed changes under WIOA.</p>	1	2	3	4	5	
<p>21. Evidence-based dropout prevention and recovery strategies are incorporated that lead to completion of a secondary school diploma or its recognized equivalent.</p>	1	2	3	4	5	

Local Level Leaders Only

<p>22. Our Local Board has established procedures to identify priority occupational skills training for youth in programs that that lead to recognized post-secondary credentials that are aligned with in-demand industry sectors or occupations identified by the State or Local Board.</p>	1	2	3	4	5	
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23. Youth providers and community resources have been identified to ensure eligible youth have access to the five new program elements established in WIOA.

<ul style="list-style-type: none"> ■ Financial Literacy: Including supporting the ability of participants to create household budgets, initiate savings plans, and make informed financial decisions about education, retirement, home ownership, wealth building, or other savings goals. 	1	2	3	4	5
<ul style="list-style-type: none"> ■ Entrepreneurial skills training 	1	2	3	4	5
<ul style="list-style-type: none"> ■ 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. 	1	2	3	4	5
<ul style="list-style-type: none"> ■ Education offered concurrently with workforce preparation activities and training for specific occupation or occupational cluster. 	1	2	3	4	5
<ul style="list-style-type: none"> ■ Activities that help youth prepare for and transition to post-secondary education and training. 	1	2	3	4	5



Section 6

Work Experience

Has our workforce system formed the necessary partnerships and provided programmatic support for disconnected youth to participate in meaningful work experience?

Rating (Choose One)

1 – 2 – 3 – 4 – 5

Notes

State and Local Leaders

	1	2	3	4	5	
24. Our workforce system has established effective relationships with employers, including small employers, in in-demand industry sectors and occupations in the local and regional labor markets to provide youth work experience opportunities. Work experience has a component of academic and occupational education, which may include summer employment, internships, service learning and on-the-job training.						
25. Policies supporting efforts to productively spend at least 20% of youth allocations on work experience in Program Year 2015 and beyond have been adopted.						
26. Effective methods for including pre-apprenticeships and apprenticeships in the youth services program have been adopted.						



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Section 7

Career Pathways / Talent Pipeline

Has our workforce system facilitated development of career pathways to provide disconnected youth access to educational and occupational opportunities, which enhance their long-term career goals?

Rating (Choose One)

1 – 2 – 3 – 4 – 5

Notes

State and Local Leaders

	1	2	3	4	5	
27. Our workforce system has included youth services in developing the state, regional, or local approaches to establishing career pathways for the purpose of providing individuals, including low-skilled adults, youth, and individuals with barriers to employment, with workforce investment activities, education, and support services to enter or retain employment.						
28. Our youth program is designed to provide disconnected youth access to career pathways and sector strategies to increase credential attainment and long-term career success.						
29. Our workforce system has incorporated assessment tools in youth program design. Such tools include objective assessments of academic levels, skill levels, and service needs of each participant in order to link each participant’s service strategy to career pathways, leading to recognized post secondary credentials.						
30. Our workforce system has clearly defined its youth program design and service strategies to ensure services provided to youth offer the individual a career pathway. Such pathway provides a combination of rigorous and high-quality education, training, and other services in a manner that accelerates the educational and career advancement of the individual.						

