



www.job4you.org

1021 Kingsway, Suite 1
Cape Girardeau, MO 63701

Phone: 573.334.0990, Relay 711
Fax: 573.334.0335

ELIGIBILITY POLICY (Youth Barriers Policy)

The WDB has defined Needs Additional Assistance (NAA) for youth who are low income and meet one of the following criteria:

In School Youth:

- Youth has poor school attendance
 - (Persistent Absence is defined by a 90% attendance rate. At 90% a student has missed 20 whole days of school, by the time a student has an attendance rate of 85% they have missed 6 weeks of school. To qualify under this category for the Needs Additional Assistance Barrier, a participant must have an attendance rate of 90% or lower as determined by the school and through school records)
- Attending Alternative School
- Parent(s) Incarcerated or Deceased
- Migrant Youth

Out of School Youth:

- Parent(s) Incarcerated or Deceased
- Migrant Youth
- Poor or no work history
 - Defined as not being able to hold a job for longer than a couple months, job-hopping, little work experience, or no previous work history. This would be determined by the objective assessment and also shown through the resume.
- Lacks Employability Skills
 - Defined as basic skills that prepare an individual for any job; these can include but are not limited to: Communication Skills, Listening Skills, Understanding & Following Directions, Dependability, Time Management, Comprehension Skills, Teamwork, Problem-solving, Lack of Technology Skills, Adaptability, Organizational Skills, etc. To qualify with this category under the Needs Additional Assistance Barrier, a youth must lack 6 or more of these skills as determined with the Objective Assessment with a plan to address these needs in the Individual Employment Plan.

When skills are lacking it is difficult for youth to obtain and retain employment. Lack of experience may not only pertain to a specific job but a lack of essential skills as well. These circumstances are difficult due to economic times and counties with considerable rural communities providing few employment and educational opportunities. Youth also find themselves competing with more mature and experienced workers for the same opportunities.

Often youth are lacking guidance and direction to pursue or succeed in completing education, securing employment or holding employment. WIOA youth services are provided by the local service provider with a multitude of available WIOA services. Previous efforts for youth who meet this criterion must be documented to assess and verify their need.

School assessment records or testing documents will verify the educational component. The signed WIOA Application which serves as the attestation will verify the employment component, migrant youth, and parents incarcerated. An Attestation will have to be completed to verify deceased parents and/or alternative school attendance. The Objective Assessment will be used to determine lack of work history or employability skills.

Limitation: No more than 5 percent of the In-School Youth may be made eligible under the NAA barrier.

Revised 5/22/2019; Revised 11/19/2019; Revised 5/21/2020; Reviewed 6/2/2024

The Workforce Development Board is an equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities.