

Technical Assistance Guidance

TAG 28-2018

Issued Date: **Tuesday, November 20, 2018**

Subject:

Local Workforce Development Board (LWDB) - Workforce Connections (WC)
Policy Implementation Revision(s) & Update(s)

WIOA Title I Program, Services and Activities

Purpose

To provide additional guidance and technical assistance in relation to overall provisions, established requirements with respect to data collection and record retention requirements. In addition, to announce the publication and effective date for implementation of revisions/updates made to the following policy:

YTH-040-01 Eligibility for WIOA Title I Services

Background

All youth applying for WIOA Title I services must first be determined eligible and registered in the WIOA youth program. Registration is the process for collecting information to support the determination of eligibility prior to providing services to the program participant.

Sub-recipients are required to maintain standardized individual records and ensure that data is recorded timely into the system of records or MIS. These records should contain characteristics, activities and outcomes information for all individual who receive services under WIOA Title I programs.

Modifications:

Sec. VII Data Element Criteria and Source Support Documentation Requirements, revised in its entirety.

Revision/update:

- Self-attestation is no longer permitted for the verification of family size.

Action:

Share these changes and train staff, as appropriate or necessary, to facilitate compliance with established guidelines.

After review if further guidance is needed, please request from Workforce Connections additional technical assistance.

WC policies can be located at: <http://nvworkforceconnections.org>