

Section-03 Programs and Eligibility	P-0300500	Effective Date: 10/21/2021
Replaces TAWDB Incentive Policy dated 2/16/2017 and EWB Youth Incentive and Stipend Policy, Change 2 dated September 2019. Combines specific information for Youth Incentives from TAWDB Youth Program Policy dated 10/25/2018 and EWD Youth Objective Assessment and Individual Service Strategy		
Delaney Rea, GCWDB Chair		

## Youth Incentive Policy

Green Country Workforce Development Board (GCWDB) has determined that Youth Incentives including stipends or bonus payments shall be offered to participants in recognition of milestones achieved through their participation in training activities and work experiences.

**I. Incentives:** Incentive payments to youth participants are permitted for recognition and achievement directly tied to training activities and work experiences. Incentives may be paid to WIOA In School Youth (ISY) and Out of School Youth (OSY) for milestones such as receiving a high school diploma or high school equivalency or other acceptable credentials. The work experience incentive must be directly tied to the completion of work experience.

**II. Allowable Youth Program Funds:** As described in Section 129 of the WIOA, local elements and requirements include utilizing the Title I Youth Program (Youth Program) funds for:

- A. Activities leading to the attainment of a secondary school diploma or its recognized equivalent, or a recognized postsecondary credential
- B. Preparation for postsecondary educational and training opportunities
- C. Strong linkages between academic instruction and occupational education that led to the attainment of recognized postsecondary credentials
- D. Preparation for unsubsidized employment opportunities, in appropriate cases
- E. Effective connections to employers, including small employers, in in-demand industry sectors and occupations of the local and regional labor markets.

**III. Documentation:** Program notes, the Service & Training Plan (S&T), and the Individual Service Strategy (ISS) shall document the use of activities or planned outcomes which result in stipend or bonus payments. Additional information can be found in the Youth Incentive Operating Procedure, OP-0300501.

**EQUAL OPPORTUNITY AND NONDISCRIMINATION:** All providers must comply with WIOA's Equal Opportunity and Nondiscrimination provisions which prohibit discrimination on the basis of race, color, religion, sex (including pregnancy, childbirth, and related medical conditions, transgender status, and gender identity), national origin (including limited English proficiency), age, disability, political affiliation or belief, or, for beneficiaries, applicants, and participants only, on the basis of citizenship status or participation in a WIOA Title-I financially assisted program or activity. Auxiliary aids and services are available upon request to individuals with disabilities. Green Country Workforce is an equal opportunity employer/program. **BABEL NOTICE:** (29CFR 38.9(g)(3)): This document contains vital service information. If needed, call 918-796-1200 for assistance in the translation and understanding of the information in the document(s) you have received.

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**IV. Equal Opportunity and Nondiscrimination Statement:** All recipients, and subrecipients/subgrantees must comply with WIOA's Equal Opportunity and Nondiscrimination provisions which prohibit discrimination on the basis of race, color, religion, sex (including pregnancy, childbirth, and related medical conditions, transgender status, and gender identity), national origin (including limited English proficiency), age, disability, political affiliation or belief, or, for beneficiaries, applicants, and participants only, on the basis of citizenship status or participation in a WIOA Title-I financially assisted program or activity.

**V. Action:** The Executive Director is responsible for compliance of this policy. The Executive Director is responsible for annual review and revisions if needed. Any exceptions to this policy statement will require prior written approval from the Executive Director or chair of the Green Country Workforce Development Board.

This policy will be effective immediately upon approval of the GCWDB membership.

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Chair, Green Country Workforce Development Board / Date

**ATTACHMENTS:**

Attachment A: Stipend Obligation for Staff-Provided  
Services Attachment B: Stipend Obligation for Partner-  
Provided Services Attachment C: Attendance Report  
Attachment D: Bonus Payment Authorization

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