

## **5% Eligibility Exception Criteria Policy for Low Income Youth Program**

### **I. INTRODUCTION**

For a youth to be eligible to participate in the Youth Program, must be in or out of the school. However, another eligibility criteria of equal importance is the economic level or income, especially for girls in school. In the event that the young person complies with all the eligibility criteria, except with the low income one, the Work Force Innovation and Opportunity Act (WIOA) provides an exception mechanism so that they too can partake of the Program, when ordinarily would have to be from low-income level in order to qualify.

### **II. LEGAL BASIS**

Section 129 (a) (3) - Work Force Innovation and Opportunity Act (WIOA for its acronym in English,

Section 681. 2S0(c) of the regulation of Work Force Innovation and Opportunity Act (W I O A pair its acronym in English).

"Training and Employment Guidance letter 21-16" issued by the Program for Job and Training attached to the Federal Labor Department on 2th of March of 2017 (TEGL 21-16).

### **III. DETERMINATION OF ELIGIBILITY - WHEN THE YOUNG PERSON IS NOT IN THE LOW-INCOME LEVEL**

As described within the Section 681.250 of the Interpretive Regulation, WIOA allows an exception to the low-income level criteria, by which 5% from the young target population can partake of the Program for young people, which ordinarily would have to comply with the low-income criteria to be eligible as well as comply with all other eligibility criteria.

**IV. HOW TO CALCULATE THE 5% EXCEPTION TO THE LOW-INCOME CRITERION**


The Local Area has to calculate the 5% exception based on the percentage of youth new registrations to the youth program, in a particular one year and of those who ordinarily would have to comply with the low-income criteria. The calculation will not have to be made on the basis of all the young participants since, for example, many of the categories of out-of-school youth do not require to be of low-income. The 5% of young people who could participate by way of exception, will be calculated based on the universe of those that necessarily have to be from low-income level to qualify.

**V. CONTROL AND EXCEPTION MANAGEMENT**


If after conducting the corresponding evaluation, it is determined that the youth does not meet the criteria of low-income eligibility, the file will be sent to the Executive Director, for further evaluation and subsequent authorization, if proceeds. It is the Executive Director's responsibility to consider the case merits and make the determination to apply the exception mechanism, if applies. A control will be established to ensure the 5% limit is not exceeded.

**VI. APPROVAL AND VALIDITY**

This public policy will take effect immediately after its approval. It will be the responsibility of the Executive Director to inform the personnel, within five (5) days following to its approval.



ANGEL A. SAN MIGUEL HERNÁNDEZ  
President Local Board for  
Labor Development



Sandra Y. Díaz Valentín  
Secretary Local Board for  
Labor Development

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