

Workforce Development Area #7

Policy Letter #1-2021

Effective Date: March 10, 2021

Purpose: The purpose of this policy is to communicate local policy regarding the expected use of incentives for WIOA-enrolled youth.

Background: The Workforce Innovation and Opportunity Act (WIOA 20 CFR 681.640) and MN Department of Employment and Economic Development allows for incentives for completion of goals or services. The local program must have written policies and procedures in place governing the award of incentives.

Policy/Procedure: Incentives will be provided for youth who have completed a basic skills, work readiness, or occupational skills goal; or who has obtained a credential. Youth who have achieved a goal, which is documented on the Youth Employability Goals System (competencies) and on WorkForce One, will receive a \$25 gift certificate for every goal they achieve, up to a maximum of \$100 in gift certificates per year.

Incentives for food or entertainment venues are strictly prohibited, such as tickets to events, meals, lodging. (WIOA 20 CFR 681.641, 2 CFR 200.438)