

**WIOA 14 YOUTH PROGRAM
ELEMENTS DELIVERY PLAN PY 24-25**

Organization:

If a provider does not directly provide the WIOA 14 program elements as required and prescribed in the law, it must demonstrate the ability to seamless referrals to appropriate providers of such services. The outside service contractor will have the primary responsibility for ensuring that each participant receives the full continuum of services.



WIOA Required Program Elements	Description of Elements	Indicate YES or NO if your agency is directly providing this element. <i>(Please explain how)</i>	If your agency is NOT directly providing this element, identify who you will be partnering with to provide this required element. <i>(name of organization, address and contact person- Only One)</i>	Indicate if a formal detailed linkage agreement is in the plan <i>(provide MOU with proposal; if no MOU, you must attach email confirming partnership)</i>
1. Tutoring, study skills training, instruction and dropout prevention Services	Services that lead to completion of the requirements for a secondary school diploma or its recognized equivalent (including a recognized certificate of attendance or similar document for individuals with disabilities) or for a recognized postsecondary credential. This includes secondary school dropout prevention strategies that keep a youth in school and engaged in formal learning or training.	YES. <input type="checkbox"/> NO. <input type="checkbox"/> Briefly Explain: <div style="border: 1px solid black; height: 150px; width: 100%; background-color: #e0e0e0;"></div>	<div style="border: 1px solid black; height: 150px; width: 100%; background-color: #e0e0e0;"></div>	MOU Attached: <input type="checkbox"/> E-Mail Attached. <input type="checkbox"/> Briefly Explain (If None) <div style="border: 1px solid black; height: 150px; width: 100%; background-color: #e0e0e0;"></div>

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2. Alternative Secondary School and Dropout Recovery Services	<p>Alternative secondary school services assist youth who have struggled in traditional secondary school education. Dropout recovery services are aimed at getting youth who have dropped out of secondary education back into a secondary school or alternative secondary school/high school equivalency program.</p> <ul style="list-style-type: none"> • Basic education skills training • Individualized academic instruction • English as a Second Language training • Credit recovery 	<p>YES. <input type="checkbox"/></p> <p>NO. <input type="checkbox"/></p> <p>Briefly Explain:</p> <div style="background-color: #cccccc; height: 150px; width: 100%;"></div>	<div style="background-color: #cccccc; height: 150px; width: 100%;"></div>	<p>MOU Attached: <input type="checkbox"/></p> <p>E-Mail Attached: <input type="checkbox"/></p> <p>Briefly Explain: (If None)</p> <div style="background-color: #cccccc; height: 150px; width: 100%;"></div>

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3. Paid and Unpaid Work Experience	<p>Services that have academic and occupational education as a component of the work experience, which may include the following types of work experiences:</p> <ul style="list-style-type: none"> • Summer employment Opportunities and other employment opportunities; • Pre-apprenticeship programs; • Internships and job shadowing; • On-the-job training opportunities. 	<p>YES. <input type="checkbox"/></p> <p>NO. <input type="checkbox"/></p> <p>Briefly Explain:</p> <div data-bbox="957 768 1262 1451" style="border: 1px solid black; height: 400px; background-color: #e0e0e0;"></div>	<div data-bbox="1293 768 1648 1451" style="border: 1px solid black; height: 400px; background-color: #e0e0e0;"></div>	<p>MOU Attached: <input type="checkbox"/></p> <p>E-Mail Attached: <input type="checkbox"/></p> <p>Briefly Explain (If None)</p> <div data-bbox="1682 768 2024 1451" style="border: 1px solid black; height: 400px; background-color: #e0e0e0;"></div>

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4. Occupational Skills Training	<p>Training programs that lead to recognized postsecondary credentials that align with in-demand industry sectors or occupations in the local area, is an organized program of study that provides specific vocational skills that lead to proficiency in performing actual tasks and technical functions required by certain occupation fields at entry, intermediate, or advanced levels. Occupational skills training must meet the following criteria:</p> <ul style="list-style-type: none"> • Be of sufficient duration to impart the skills needed to meet the occupational goal. • Lead to the attainment of a recognized postsecondary credential. • Be outcome-oriented and focused on an occupational goal specified in the individual service strategy. 	<p>YES. <input type="checkbox"/></p> <p>NO. <input type="checkbox"/></p> <p>Briefly Explain:</p> <div data-bbox="961 743 1270 1430" style="border: 1px solid black; height: 423px; background-color: #e0e0e0;"></div>	<div data-bbox="1297 743 1640 1430" style="border: 1px solid black; height: 423px; background-color: #e0e0e0;"></div>	<p>MOU Attached: <input type="checkbox"/></p> <p>E-Mail Attached: <input type="checkbox"/></p> <p>Briefly Explain (If None)</p> <div data-bbox="1690 743 2032 1430" style="border: 1px solid black; height: 423px; background-color: #e0e0e0;"></div>

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<p>5. Education Offered Concurrently with Workforce Preparation Activities and Training</p>	<p>Training/education for a specific occupation or occupational cluster. This element refers to the concurrent delivery of workforce preparation activities, basic academic skills, and hands-on occupational skills training in a specific occupation, occupational cluster, or career pathway.</p> <p>Examples include:</p> <ul style="list-style-type: none"> ▪ Internship or OJT combined with GED Prep ▪ Computer training combined with basic skills training and/or literacy activities ▪ Job readiness workshop (resume building, mock interviewing, job searches) with tutoring or GED Prep <p>Occupational skills training (Medical Nurse Assistant, CNA, Patient Care Tech) with a workshop on medical terminology tutoring/training.</p>	<p>YES. <input type="checkbox"/></p> <p>NO. <input type="checkbox"/></p> <p>Briefly Explain:</p> <div style="border: 1px solid black; height: 150px; width: 100%;"></div>	<div style="border: 1px solid black; height: 150px; width: 100%;"></div>	<p>MOU Attached: <input type="checkbox"/></p> <p>E-Mail Attached: <input type="checkbox"/></p> <p>Briefly Explain (If None)</p> <div style="border: 1px solid black; height: 150px; width: 100%;"></div>
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6. Youth Leadership Development Activities	Includes community service and peer-centered activities, encouraging responsibility, confidence, employability, Self- determination, and other positive social behaviors.	YES. <input type="checkbox"/> NO. <input type="checkbox"/> Briefly Explain: <div style="background-color: #cccccc; height: 150px; width: 100%;"></div>	<div style="background-color: #cccccc; height: 150px; width: 100%;"></div>	MOU Attached: <input type="checkbox"/> E-Mail Attached: <input type="checkbox"/> Briefly Explain: (If None) <div style="background-color: #cccccc; height: 150px; width: 100%;"></div>

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7. Supportive Services	<ul style="list-style-type: none"> • Linkages to community services; • Assistance with transportation; • Assistance with childcare and dependent care; • Assistance with housing; • Needs-related payments; • Assistance with educational testing; • Reasonable accommodations for youth with disabilities; • Legal aid services; • Referrals to health care; • Assistance with uniforms or other appropriate work attire and work-related tools, including eyeglasses and protective eye gear; • Assistance with books, fees, school supplies, and other necessary items for students enrolled in postsecondary education classes; and • Payments and fees for employment and training-related applications, tests, and certifications; etc... 	YES. <input type="checkbox"/> NO. <input type="checkbox"/> Briefly Explain:		MOU Attached: <input type="checkbox"/> E-Mail Attached: <input type="checkbox"/> Briefly Explain (If None)

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8. Adult Mentoring	<p>A formal relationship between a youth participant and an adult mentor that includes structured activities where the mentor offers guidance, support, and encouragement to develop the competence and character of the mentee. Mentors should be someone other than a case manager.</p>	<p>YES. <input type="checkbox"/></p> <p>NO. <input type="checkbox"/></p> <p>Briefly Explain:</p> <div data-bbox="961 740 1264 1468" style="border: 1px solid black; height: 448px; background-color: #cccccc;"></div>	<div data-bbox="1289 740 1633 1468" style="border: 1px solid black; height: 448px; background-color: #cccccc;"></div>	<p>MOU Attached: <input type="checkbox"/></p> <p>E-Mail Attached: <input type="checkbox"/></p> <p>Briefly Explain (If None)</p> <div data-bbox="1673 748 2024 1476" style="border: 1px solid black; height: 448px; background-color: #cccccc;"></div>
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9. Follow Up Services for At Least 12 Months After Youth Completes/Exits Program	<p>These are critical services provided following a youth's exit from the program. The goal of follow-up services is to help ensure that youth are successful in employment and/or postsecondary education and training. Follow-up services may include regular contact with a youth participant's employer, including assistance in addressing work-related problems that arise.</p>	<p>YES. <input type="checkbox"/></p> <p>NO. <input type="checkbox"/></p> <p>Briefly Explain:</p> <div data-bbox="976 751 1266 1479" style="border: 1px solid black; height: 448px; background-color: #e0e0e0;"></div>	<div data-bbox="1295 751 1642 1479" style="border: 1px solid black; height: 448px; background-color: #e0e0e0;"></div>	<p>MOU Attached: <input type="checkbox"/></p> <p>E-Mail Attached: <input type="checkbox"/></p> <p>Briefly Explain (If None)</p> <div data-bbox="1675 751 2022 1479" style="border: 1px solid black; height: 448px; background-color: #e0e0e0;"></div>

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10. Comprehensive Guidance and Counseling	Comprehensive guidance and counseling provides individualized counseling to participants. This program element also includes substance and alcohol abuse counseling, mental health counseling, and referral to partner programs as needed.	YES. <input checked="" type="checkbox"/> NO. <input type="checkbox"/> Briefly Explain: <div style="background-color: #cccccc; height: 150px; width: 100%;"></div>	<div style="background-color: #cccccc; height: 150px; width: 100%;"></div>	MOU Attached: <input type="checkbox"/> E-Mail Attached: <input type="checkbox"/> Briefly Explain (If None) <div style="background-color: #cccccc; height: 150px; width: 100%;"></div>

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11. Financial Literary Education	<p>Teaches youth how to financial plan for their future while practicing basic math skills, life skills, and career planning.</p> <p>Lesson plans are taken from the Lifestyle Math – Your Financial Planning Portfolio from Career Choices (by Mindy Bingham and Sandy Stryker, Academic Innovations).</p> <p>Some of the activities are: Creating a Housing Budget; Saving for the Long Term; Factoring Hourly Wage into Annual Wage; and Finding a Job That Will Support Your Lifestyle; managing spending, credit, and debt; understanding credit reports and credit scores; and protecting against identify theft.</p>	<p>YES. <input type="checkbox"/></p> <p>NO. <input type="checkbox"/></p> <p>Briefly Explain:</p>		<p>MOU Attached: <input type="checkbox"/></p> <p>E-Mail Attached: <input type="checkbox"/></p> <p>Briefly Explain (If None)</p>

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12. Entrepreneurial Skills	<p>Providing the basics of starting and operating a small business. This training helps youth develop the skills associated with entrepreneurship, such as the ability to take initiative, creatively seek out and identify business opportunities, develop budgets and forecast resource needs, understand various options for acquiring capital and the trade-offs associated with each option, and communicate effectively and market oneself and one's ideas.</p> <p>Examples:</p> <ul style="list-style-type: none"> • Entrepreneurship education introducing to the values and basics of starting and running a business, such as developing a business plan. • Youth develop their own businesses, such as helping youth access small loans or grants. • Experiential programs that provide youth with experience in the day-to-day operation of a business 	<p>YES. <input type="checkbox"/></p> <p>NO. <input type="checkbox"/></p> <p>Briefly Explain:</p> <div data-bbox="978 789 1266 1409" style="border: 1px solid black; height: 382px; background-color: #e0e0e0;"></div>	<div data-bbox="1297 789 1650 1409" style="border: 1px solid black; height: 382px; background-color: #e0e0e0;"></div>	<p>MOU Attached: <input type="checkbox"/></p> <p>E-Mail Attached: <input type="checkbox"/></p> <p>Briefly Explain (If None)</p> <div data-bbox="1682 781 2028 1401" style="border: 1px solid black; height: 382px; background-color: #e0e0e0;"></div>

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13. Services that provide Labor Market Information	Services that provide labor market and employment information about in-demand industry sectors or occupations available in the local area and includes career awareness, career counseling, and career exploration services. Labor market information also identifies employment opportunities, and provides knowledge of job market expectations, including education and skill requirements and potential earnings.	YES. <input type="checkbox"/> NO. <input type="checkbox"/> Briefly Explain: <div data-bbox="974 750 1255 1383" style="border: 1px solid black; height: 390px; background-color: #e0e0e0;"></div>	<div data-bbox="1297 750 1633 1383" style="border: 1px solid black; height: 390px; background-color: #e0e0e0;"></div>	MOU Attached: <input type="checkbox"/> E-Mail Attached: <input type="checkbox"/> Briefly Explain (If None) <div data-bbox="1682 750 2007 1383" style="border: 1px solid black; height: 390px; background-color: #e0e0e0;"></div>

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14. Post-Secondary Preparation and Transition Activities	<p>These activities help youth prepare for and transition to postsecondary education and training. These services include helping youth explore postsecondary education options, including technical training schools, community colleges, 4-year colleges and universities, and Registered Apprenticeship programs. Examples of other postsecondary preparation and transition activities include:</p> <ul style="list-style-type: none"> • Assisting youth to prepare for SAT/ACT testing • Assisting with college admission applications • Searching and applying for scholarships and grants • Filling out the proper Financial Aid applications and adhering to changing guidelines • Connecting youth to postsecondary education programs 	<p>YES. <input type="checkbox"/></p> <p>NO. <input type="checkbox"/></p> <p>Briefly Explain:</p> <div style="border: 1px solid black; height: 150px; background-color: #e0e0e0;"></div>		<p>MOU Attached: <input type="checkbox"/></p> <p>E-Mail Attached: <input type="checkbox"/></p> <p>Briefly Explain (If None)</p> <div style="border: 1px solid black; height: 150px; background-color: #e0e0e0;"></div>
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