



TITLE: WIOA Youth Self-Attestation Policy # 7050

Type: Program Policy

Date Established: 07/01/2016

Date Last Revised:

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Status: Final

Supersedes: N/A

Purpose

This policy provides guidance on the use of self-attestation to document youth eligibility for WIOA program enrollment. PacMtn requires that contractors for youth programs acquire appropriate documentation for eligibility for all applicable areas of criteria that participants meet.

Policy

PacMtn contractors will obtain documentation for youth participants to confirm eligibility for program services. Each area of qualification will be documented in the participant file, and self-attestation will only be used when approved by PacMtn through a waiver.

Policy Guidelines

PacMtn contractors will establish and confirm program eligibility with all youth applicants prior to enrolling them into WIOA Youth Programs. Each criteria indicated as applicable to the youth applicant needs to have corresponding documentation in the participant file. Documentation requirements are outlined in the Youth Eligibility and Selection Criteria Procedure #700P.

State policy allows for extensive self-attestation for documentation of youth eligibility. However, PacMtn contractors will be required to provide elements of documentation in each case file.

Self-attestation will not be accepted as documentation for eligibility without PacMtn approval. Contractors may submit an exception waiver for participants not able to provide documentation.

Any discrepancies arising between PacMtn policy and or procedures with federal and state provisions due to current or future revisions will default to the current minimum federal and state regulations and guidance available. PacMtn policy and or procedures may set forth stricter requirements than provided by federal and state guidance, but in no case will PacMtn policy and or procedures not meet minimum federal and state policy.

References

Workforce Innovation and Opportunity Act of 2014
WorkSource System Policy 1019 Revision 3 & Attachment A, Eligibility Policy Handbook
Training and Employment Guidance Letter (TEGL) 23-14 TEGL 08-15
Youth Eligibility and Selection Criteria Procedure #700P

NOTE: The Eligibility Policy Handbook is based on the best information available at this time per WIOA law, proposed rules, and DOL/ETA guidance. The handbook will be revised and reissued after the WIOA final rules are issued and as relevant DOL/ETA guidance is received.

Compliance with the state's eligibility policy will be based on the version of the handbook in effect at the time of the action or activity that may be at issue.

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