

WORKFORCE DEVELOPMENT BOARD OF VENTURA COUNTY (WDB)
LOCAL POLICY BULLETIN #2015-06: Policy on Incentives for Youth Programs

Effective date: July 1, 2015
(Original effective date: February 10, 2012)

SUBJECT: Policy on Incentives for Youth Programs

PURPOSE:

This policy makes provision for granting incentives awards to youth enrolled in the Title I WIOA Youth program.

REFERENCE:

WIOA 3 (46), 129(c)(2)(G)

POLICY:

An incentive is a one-time or a regular payment, either cash or non-cash, to a WIOA Youth participant for the successful participation in, and achievement of, expected program and performance outcomes linked to training and education.

- Incentives are intended to be used to encourage and motivate WIOA youth to reach specific goals and obtain positive outcomes.
- Such awards are not an entitlement and are subject to the availability of WIOA Youth funds.
- As supportive services, such awards must be allowable, necessary for the participant's success in the program and reasonable.
- They must be tied to the WIOA Youth program elements or the Common Measures.
- Program operators have the option of including in their program design those incentives that they deem most appropriate for their participants; but these awards must conform to the guidelines set forth in the WIOA and this policy.
- A statement of incentives and a line item in the budget will be a part of the contract of each operator of a Youth program.
- No more than \$1,200 may be allotted for incentives for any one participant. Exceptions to this maximum allotment require the prior approval of the Executive Director of the WDB.
- Incentives are to be carefully distinguished from regular supportive services, tuition, and other similar needs-related payments; and any allotment for incentives is exclusive of these services.
- Incentive payments must be scheduled and documented in each participant's Individual Service Strategy (ISS).

INQUIRIES:

Questions regarding this policy should be directed to the WDB administrative staff in charge of contracts for Youth services: 805-477-5306.

See Revised Policy #2018-09 eff. 8/23/18