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Office of Compliance Issuance

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Release Number-Program Year

Active Date: 02/09/2026
Effective Date: 02/09/2026
Expiration Date: Continuous, until further notice

Family and Workforce Centers of America (FWCA) is the fiscal agent and workforce support organization for Saint Louis County Workforce Development.

SUBJECT:

Youth Requires Additional Assistance

ATTACHMENTS (if any): N/A

This Issuance is an official policy of St. Louis County Workforce Development.

This Issuance Affects:

- Workforce Innovation and Opportunity Act (WIOA) Programs
Title I: Adult
Title I: Dislocated Worker
Title I: Youth

FOR THE ATTENTION OF:

All applicable WIOA staff or subcontractors—Implementation of this policy is immediate and continuous.

RESCISSIONS: N/A

REFERENCES:

OWD – WIOA Youth Program Eligibility and Documentation Technical Assistance Guidance
WIOA Sec. 129(a)(1)(B)(iii)(VIII)
WIOA Sec. 129(a)(1)(C)(iv)(VII)
20 CFR 681.310

SUMMARY

This policy communicates the St Louis County Workforce Development (STLCOWD) the barrier of youth requiring additional assistance applicable to In-School and Out of School Youth individuals who may require additional assistance for registration into a WIOA program.

BACKGROUND

This policy outlines the procedures for selecting the barrier Youth Requires Additional Assistance for WIOA eligibility as specified by the State of Missouri. Out of School Youth (OSY) eligibility criteria states “A low-income individual who requires additional assistance to enter or complete an educational program or to secure or hold employment.” In School Youth (ISY) eligibility criteria states “An individual who requires additional assistance to enter or complete an educational program or to secure or hold employment.”

It also states that in any given program year, not more than five percent (5%) of the ISY newly enrolled may be eligible based on the “requires additional assistance” definition and five percent (5%) over-income exception.

SUBSTANCE

A. ADDITIONAL ASSISTANCE BARRIER CRITERIA:

STLCOWD has identified the following barriers that meet the definition of a participant “who requires additional assistance to enter or complete an educational program or to secure or hold employment” for its regional area.

The following are options for youth requiring additional assistance barrier:

- I. **No record of Paid Employment** - Youth has never had any paid employment or has only had sporadic employment in the last 12 months.

Acceptable Documentation: Self- Attestation

- II. **Immigrant/refugee youth with substantial cultural barriers** - Youth who need an introduction to culturally relevant workplace conduct/expectations

Acceptable Documentation: Case note explaining the substantial cultural barrier

- III. **Incarcerated Parent** - Youth with a parent or legal guardian who is currently or has been incarcerated within the last five years.

Acceptable Documentation: Letter or other documentation from a correctional facility, corrections/parole/police officer, or the court system; a criminal background check; self-attestation.

- IV. **Member of a Migrant Family** - Youth whose parent(s) is/are migrant worker(s).

Acceptable Documentation: Letter from the business that employs parent(s); self-attestation.

- V. **Exposed to Domestic Abuse** - Youth who is a member of a family that has experienced domestic abuse within the past five years.

Acceptable Documentation: Letter from a family member, mental health practitioner, school counselor, police department, or the court system; self-attestation.

- VI. **Behavioral Challenges Linked to Home Environment Restrictions in Obtaining Employment and Education** - Youth who exhibit one or more of the following: violent behavior, excessive absenteeism, record of school suspension, expulsion, or school probation. Youth with family environment not conducive to education or employment. Youth lacking motivation or maturity to pursue education or employment. Youth with health issues that impair education or employment.

Acceptable Documentation: Letter from a family member, mental health practitioner, school counselor, police department, or the court system; self-attestation.

- VII. **Restrictions in Obtaining Employment and Education** - Youth who experience one or more of the following: geographic location, restrictive public transportation, lack of job openings for youth and competition with adults for existing jobs, and limited number of training facilities.

Acceptable Documentation: Letter from a family member, school counselor, or town office; self-attestation.

TIMELINE

Immediate and continuous.

INQUIRIES

Please direct all questions or comments regarding this Issuance document to compliance@fwca-stl.com. All active, expired, or rescinded Issuances are available upon request.