

Oklahoma Employment Security Commission
Workforce Integrated Programs Division

MEMORANDUM #M-14-2010

TO: WIA Board Staff and Youth Service Providers

FROM: Richard J. Gilbertson, Director
Workforce Integrated Programs Division

DATE: September 7, 2010

SUBJECT: Transitioning TANF SYEP Participants into the WIA Formula Youth Program

ACTION: Please distribute to all WIA staff.

PROCEDURES: For youth 16-21 who participated in the TANF SYEP 2010 and DID NOT exit or otherwise have an interruption in service prior to transitioning:

- Open a WIA Youth Formula enrollment
- No need to re-determine eligibility – use TANF SYEP documentation; enter a Program note documenting eligibility criteria and participation in TANF SYEP; and cite this Memo as reason for not re-determining eligibility
- Update and close all services associated with the TANF SYEP enrollment
- Update the final status of any goals associated with the TANF SYEP enrollment
- Applicable service options include any of the 10 elements
- Participants must receive a full objective assessment, basic skills determination, WIA formula program ISS, etc.
- Youth Common Measures now apply

NOTE: Youth who turned 22 during participation in the TANF SYEP 2010 and DID NOT exit or otherwise have an interruption in service prior to transitioning may continue into a Formula Youth enrollment using their TANF SYEP eligibility date.

INQUIRES: If you have questions please contact Kim Braddy at (405) 557-5394 kim.braddy@oesc.state.ok.us or Kylie Smith at (405) 557-7257 kylie.smith@oesc.state.ok.us.