

# WORKFORCE POLICY DEVELOPMENT TRACKER

## WIOA YOUTH PROGRAM ELIGIBILITY AND SERVICE PROVIDER SELECTION

### A. GENERAL INFORMATION

<b>Policy Name:</b>	P95 – WIOA Youth Program Eligibility and Service Provider Selection
<b>Policy Type:</b>	Programmatic
<b>Related Policies:</b>	<a href="#">Workforce Policy P95 – Youth Eligibility</a> <a href="#">Workforce Policy P120 – Youth Service Provider Selection (Sunset)</a> <a href="#">Workforce Policy P71 – Final Guidance Food and Beverage for WIA Youth (Sunset)</a>
<b>Date to Publish:</b>	November 14, 2025

### B. PROJECT SUMMARY

CareerSource Florida and FloridaCommerce merged two workforce policies—P95 - Youth Eligibility and P120 - Youth Service Provider Selection—into one streamlined policy: Revised Workforce Policy P95 – WIOA youth Program Eligibility and Service Provider Selection. This new policy removes outdated references and combines eligibility, enrollment, and procurement guidance into a single, clearer framework.

The updated policy focuses on helping youth with barriers to employment. It sets clear rules for selecting service providers and ensures programs meet legal standards. It also promotes strong partnerships and better outcomes for youth through aligned, accountable services. This workforce policy promotes proactive partnerships and coordinates support to help these youth achieve high-quality employment outcomes that foster self-sufficiency and meet the needs of Florida’s business community. The policy provides guidance to LWDBs on creating effective, aligned youth programs that comply with state and federal laws.

CareerSource Florida and FloridaCommerce worked with executive directors and staff of LWDBs to align the updated policy with the law, and existing policies. Policies were sent to all 21 LWDBs for consultation feedback.

Feedback Response Key	
<b>Incorporated</b>	6 (42.9%)
<b>Future Action</b>	3 (21.4%)
<b>No Change</b>	5 (35.7%)
<b>Total</b>	14

## C. OVERVIEW OF CHANGES

Substantive Change	Location	Reason
Updated Purpose and Scope to align WIOA youth Program Eligibility requirements and Service Provider Selection Requirements.	Section I. Purpose and Scope (Page 1)	Clarifies program goals and legal alignment. Prioritizes youth with barriers and promotes partnerships to improve employment outcomes and meet WIOA and state performance goals.
Key Objectives added.	Section II. Key Objectives and Measurable Performance Outcomes, A. Key Objectives (Page 1)	Adds six objectives to improve youth outcomes, ensure provider quality, expand access, and strengthen accountability. Aligns with labor market needs and WIOA compliance.
Measurable performance outcomes added.	Section II. Key Objectives and Measurable Performance Outcomes, B. Measurable Performance Outcomes (Page 2)	Adds WIOA indicators, Policy 9 metrics, and apprenticeship placements to track performance. Ensures accountability and alignment with workforce needs.
Policies and Procedures combined WIOA Youth Eligibility Criteria, Enrollment and Assessment, WIOA Youth Service Provider Selection and Procurement.	Section III. Policies and Procedures (Pages 2-4)	Simplifies and clarifies policy elements. Eliminates the need for multiple strategic and operational board-approved policies.
Youth eligibility criteria.	Section III. Policies and Procedures, Section A. WIOA Youth Eligibility Criteria (Page 2)	LWDBs must ensure youth meet eligibility under WIOA Section 129(a)(1) and <a href="#">20 CFR 681.200–681.220</a> , using outreach and local procedures aligned with FloridaCommerce guidance. Eligibility is based on school status, barriers to employment, and classification as in-school or out-of-school youth.
Enrollment and Assessment Section clarify regulations on Youth enrollment.	Section III. Policies and Procedures, Section B. Enrollment and Assessment (Page 2-3)	Youth can self-register in Employ Florida, but they cannot enroll themselves in a WIOA Youth program. Only LWDB staff can determine if a youth is eligible and complete the enrollment process. It is important that LWDB staff register youth in Employ Florida quickly and verify eligibility before enrollment. This ensures programs follow federal rules under WIOA Section 129(a)(1) and <a href="#">20 CFR 681.200–681.220</a> and helps youth get timely access to services that support employment and self-sufficiency.

WIOA Youth Application	Section III. Policies and Procedures, Section B. Enrollment and Assessment (Page 3)	To enroll youth in the WIOA program, staff will continue to use the WIOA application in Employ Florida. This policy does not change the mechanism for enrolling/determining eligibility for youth services. This will be reviewed in technical assistance provided by FloridaCommerce.
Clarification for how to key the ISS into Employ Florida for Youth.	Section III. Policies and Procedures, Section B. Enrollment and Assessment (Page 3)	This issue is being reviewed for resolution. Additional technical assistance will be provided by Florida Commerce.
Staff must complete the objective assessment and ISS using the state-identified tool listed in the applicable Technical Assistance Letter issued by FloridaCommerce	Section III. Policies and Procedures, Section B. Enrollment and Assessment (Page 3)	The objective assessment and ISS will continue to be completed using the Objective Assessment Summary Wizard and the Individual Service Strategy Wizard within Employ Florida. This will be reviewed in Technical Assistance.
The ISS must be tailored to the youth's needs and include assessment results and education and employment goals aligned with career pathways that are designed to lead to employment within in-demand industry sectors. It must align with at least one WIOA performance indicator and include at least one of the 14 program elements.	Section III. Policies and Procedures, Section B. Enrollment and Assessment (Page 3)	The ISS is required to include at least one of the 14 WIOA youth program elements and align with at least one WIOA performance indicator. This ensures youth receive services that match their needs and lead to jobs in high-demand industries, supporting both individual success and workforce system goals under <a href="#">20 CFR 681.460</a> and WIOA Section 129(a)(1).
Guidance on use of federal funds to provide food, beverage or dining activities to youth originally described in Final Guidance, Food and Beverage for WIA Youth (DEO Final Guidance-071 dated May 7, 2012) added.	Section III. Policies and Procedures, Section C, Use of Federal Funds to Provide Food, Beverage, or Dining Activities.	This guidance helps workforce programs stay within legal spending limits described in Ch. 112.061(6)(b), F.S. when using public funds for youth meals, ensures food costs follow Florida's per diem rates, and requires boards to document any exceptions. Local procedures must be in place to control costs and support compliance.
This section adds information and guidance from Workforce Policy P120 – Youth Service Provider Selection into this single, leaner policy on WIOA Youth Program Eligibility and Service Provider Selection.	Section III. Policies and Procedures, Section D. WIOA Youth Service Provider Selection and Procurement (Page 4)	LWDBs must either deliver youth services directly or select providers through a competitive process under WIOA Section 123, ensuring cost-effectiveness and alignment with Workforce Policy 110. Additional information will be provided through technical assistance issued by FloridaCommerce.
Selected providers must, at minimum, demonstrate the	Section III. Policies and Procedures, Section D. WIOA	In accordance with <a href="#">20 CFR 681.460</a> , LWDBs must offer all 14 program elements. Additional

ability to offer all 14 required program elements.	Youth Provider Selection and Procurement (Page 4)	information will be provided through technical assistance issued by FloridaCommerce.
LWDBs must implement local policies, procedures, and monitoring processes that define the roles of staff, youth providers, employers, participants, and procedures for the use of federal funds to provide food, beverage, or dining activities.	Section IV. Implementation (Page 4-5)	Requires LOPs and monitoring to ensure compliance with WIOA and 2 CFR. Defines roles, supports oversight, and mandates external review when LWDBs serve as providers
LWDBs are required to establish policies that connect eligible youth to a broad network of community partners—including justice officials, education and housing agencies, health providers, and youth-serving organizations. These policies must designate staff to participate in Community Reentry Teams (CRTs) to support youth returning from residential commitment through coordinated workforce transition services.	Section IV. Implementation (Page 4-5)	These requirements ensure youth—especially those facing barriers such as homelessness, justice involvement, or disabilities—receive comprehensive support that integrates education, employment, and social services. By fostering collaboration across systems, LWDBs help create pathways to meaningful careers and reduce recidivism, aligning with the goals of WIOA to improve long-term employment outcomes for vulnerable youth populations.
WIOA Youth Fact Sheet provided as guidance.	Section V. Attachments and Resources (Page 5)	