

Youth Incentives

Youth participants are eligible to receive monetary stipends as incentives to recognize achievement completing training activities and work experiences. Youth must complete the activities on their ISS after they are enrolled in the WIOA program. However, it is acceptable for a youth to start an activity and complete it while in follow-up and still earn the incentive.

Youth can earn and receive multiple incentives for different activities completed. Youth cannot receive duplicate incentives for repeated achievements. Once an incentive type is obtained, they cannot receive it again, even if it is met multiple times.

Incentive	Amount	Acceptable Verification	NEworks/ ECM Verification
Credential Attainment including GED Completion: Youth must obtain a recognized secondary or post-secondary credential.	\$200	<ul style="list-style-type: none"> • Certificate • Diploma • Transcripts 	Open the NEworks activity, upload documentation to ECM under <i>School Records</i> , case note, and complete the billing requirements.
Grade Point Average (GPA): Youth must attend a training program on the ETPL and receive a GPA of 2.5 or higher. The amount of the incentive will correspond to the cumulative GPA at the end of the training program, not quarterly or per semester. Ineligible programs would include Pass/Fail or Satisfactory/Unsatisfactory types of programs.	Based on a 4.0 GPA System: \$125= 2.5 GPA \$150= 3.0 GPA \$175= 3.5 GPA \$200= 4.0 GPA	<ul style="list-style-type: none"> • Secondary transcript • Secondary report card • Post-secondary transcript • Post-secondary grades Note: Verification must show the GPA.	Open the NEworks activity, upload documentation to ECM under <i>School Records</i> , case note, and complete the billing requirements.
Work Experience (WE): Youth must successfully complete 500 hours of WE.	\$200	Letter of reference from the supervisor/worksites stating the participant met required attendance, duties, and professional conduct standards.	Open the NEworks activity, upload documentation to ECM under <i>Employment Records</i> , case note, and complete the billing requirements.

*Letter of reference from the supervisor/ worksite must:

- Be on company letterhead or include company contact information
- Include supervisor's name and signature
- Include employee's name and signature
- Include the time period of the WE

Required Action

All incentives must have an ISS objective open prior to beginning a program that may provide an incentive.

To issue an incentive:

Open the NEworks activity and case note the achievement. Follow the Opening an NEworks Activity procedures in Section 4 Documentation of this manual. Obtain verification to support the achievement, upload to ECM. Complete the SA, NEworks voucher, and billing packet requirements.

NEworks Codes & Service, Course or Contract Name		
484	Support Service- Incentives/ Bonuses	
F19	SS- Incentives/ Bonus	

Closing the NEworks Activity

Close the activity on the last day the services are provided. The incentive activity can be opened and closed on the same day if verification is received to complete the payment. Follow the Closing an NEworks Activity procedures in Section 4 Documentation of this manual.