ADVISORY: TRAINING AND EMPLOYMENT GUIDANCE LETTER NO. 21-16, Change 1

TO: STATE WORKFORCE AGENCIES
STATE WORKFORCE ADMINISTRATORS
STATE WORKFORCE LIAISONS
STATE AND LOCAL WORKFORCE BOARD CHAIRS AND DIRECTORS

FROM: SUZAN G. LEVINE /s/
Acting Assistant Secretary

SUBJECT: Change 1 to Training and Employment Guidance Letter (TEGL) 21-16 Third Workforce Innovation and Opportunity Act (WIOA) Title I Youth Formula Program Guidance

1. **Purpose.** To update directions for determining whether youth live in a high poverty area for Workforce Innovation and Opportunity Act (WIOA) Title I Youth Program eligibility purposes.

2. **Action Requested.** The WIOA youth formula program allows youth living in high-poverty areas to be considered low-income individuals. Use the updated directions to the Census Bureau website at: https://youth.workforcegps.org/resources/2017/03/22/09/55/~/link.aspx?_id=8548E345651B_4ED19113526286036489&_z=z to determine if a youth lives in a high-poverty area.

3. **Summary and Background.**
   a. Summary – This TEGL 21-16, Change 1 provides updated directions for using Census data to determine high-poverty areas for the WIOA Youth Formula Program.

   b. Background – TEGL 21-16 Third Workforce Innovation and Opportunity Act (WIOA) Title I Youth Formula Program Guidance, issued on March 2, 2017, contains directions for determining high-poverty areas. Since the TEGL was posted, the Census Bureau changed its website, which changed the links in the directions found in Attachment 2. This TEGL change simply provides a link to updated instructions on how to use Census data to determine high-poverty areas. For all other guidance contained in TEGL 21-16, states and local WIOA Youth Programs should continue to use TEGL 21-16.

4. **Details.** The Census Bureau updated its website, and as a result the directions for determining high-poverty areas are out-of-date in Attachment 2 of TEGL 21-16. The document at:
https://youth.workforcegps.org/resources/2017/03/22/09/55/~/link.aspx?_id=8548E345651B4ED19113526286036489&_z=z provides revised directions for using Census data to determine high-poverty areas for the WIOA Youth Formula Program.

5. **Inquiries.** For further information, please contact youth.services@dol.gov.

6. **References.**
   - TEGL 21-16 *Third Workforce Innovation and Opportunity Act (WIOA) Title I Youth Formula Program Guidance*

7. **Attachment(s).** N/A