

YOUTH INCENTIVES

Monetary incentives are available to WIOA Title I Youth participants for activities completed during their participation period. These incentives should connect directly with training activities, Work Experiences, and Title I Youth program performance measures.

Youth Incentive payments are not guaranteed, nor are participants entitled to receive them. Incentive dollars are based on budget availability. The use of Youth Incentives is on a case-by-case basis depending on the Employment Plan.

Youth Incentive payments are permitted for recognition and achievement directly tied to training activities, Work Experiences, and goals of the specific program that occur during program participation. Incentives must be documented in an employment plan signed by the participant and DLR staff before the activity being incentivized takes place.

Providing a Youth Incentive prompts DLR Staff to recognize the participant's achievements and congratulate them on their accomplishments. Incentives assist in the relationship development between Employment Specialists and a participant, providing consistent contact and recognized progress towards long-term goals.

LIMITATIONS

Achievements completed prior to WIOA enrollment do not qualify for Youth Incentives. Incentive opportunities must be documented in a signed employment plan *before* the achievement is completed.

SERVICES

All Youth Incentives must have the corresponding service or activity entered in SDWORKS on the day it was provided.

For example, talking to a youth about the Master Application Incentive is not a service, but rather case management activity. The youth completing Master Application is a Leadership Development service.

INCENTIVE REQUIREMENTS AND DOCUMENTATION

A Participant Payment Consent [Form 71](#) must be completed prior to incentive agreement.

The incentive agreement will be written into the participant's Employment Plan. Employment Plan [Policy 4.11](#) must be followed and the corresponding incentive information below must be included. The Employment Plan must be signed and uploaded prior to completion of the funding obligation in SDWORKS. Upon successful completion of the activity, additional documentation or steps may be required for incentive to be issued.

Educational Functioning Level

Participants can earn a \$100 financial incentive for verifying an Educational Functioning Level gain with Post-TABE results. This achievement must be documented as a Measurable Skills Gain in SDWORKS before being the incentive is issued to the participant.

Measurable Skills Gain [Secondary or Post-Secondary School]

Participants can earn a \$100 financial incentive for achieving a 2.0 GPA or higher for each semester during their secondary or full-time post-secondary education/training. Participant must submit a copy of their semester transcripts/grade report to their case manager within 30 days of their issuance. This achievement must be documented as a Measurable Skills Gain in SDWORKS before being the incentive is issued to the participant.

Create an Attendance Improvement Plan

Attendance is vital to earning a credential. If a participant has been identified by their high school as having poor attendance, they can earn \$25 for creating an attendance success plan. See Attendance Plan WIOA [Resource 28](#)

Improve School Attendance

Participants can earn \$25 for every week their Attendance Improvement Plan is used and has zero avoidable absences from school. Absences must be discussed with their Employment Specialist to identify areas for improvement. Attendance must be verified for payment to be issued.

Earn a Secondary, GED®, or Post-Secondary Credential

Participant can earn \$200 for achieving a Secondary School diploma, GED® credential, or Post-Secondary credential. Credential or diploma must be received by DLR to receive incentive funding. This achievement must be documented in the Credential tab in SDWORKS before being the incentive is issued to the participant.

On-The-Job Training

Participant can earn \$100 after the completion of their first On-the-Job Training (OJT) monthly Monitor Progress Report [Form 22](#). \$150 can be earned upon completion. Participation in all monthly Monitors is required and signed OJT Timecards [Form 20](#) received by DLR within 14 days of completing their OJT. Refer to OJT [Policy 5.28](#).

Career Interest Inventory

Participant can earn \$25 for completing one of the career interest assessments available at www.mynextmove.org or the South Dakota Career Interest Survey https://dlr.sd.gov/lmic/menu_sdcis.aspx and discussing the results with DLR staff. Career Interest Inventory results must be documented on Page 1 of WIOA [Resource 27](#).

Labor Market Research

Participant can earn \$50 for researching three occupations using South Dakota-specific information available by using the Occupation Search function at www.onetonline.org and identifying the availability of open jobs, the average rate of pay, the typical education required, and occupations long term outlook. Participant must discuss each of these topics with their DLR Employment Specialist and document their findings on page 3 of WIOA [Resource 27](#).

Reality Check

Participant can earn \$50 for completing the Get a Reality Check quiz at realitycheck.intocareers.org/RealityCheck_SD/. Once complete, discussion about earnings on their current career path and lifestyle must take place, as well other career options. The Youth Incentive Career Exploration Template WIOA [Resource 27](#) must be used.

Attend a Career Fair

Participant can earn \$50 for learning more about their local employers at the Career Fair. Contact information for three employers with exciting opportunities must be collected and reviewed at a meeting with their DLR Employment Specialist.

Attend Job Search Workshop

Participant can earn \$75 for completing the Job Search Workshop in person, or \$25 for each virtual session attended for up to \$75. To receive incentive funding, verification of attendance is required, and participant must discuss what they have learned with their DLR Employment Specialist. Available workshops are on the [DLR Calendar](#).

Create a Resume

Participant can earn \$50 for creating a resume with help from, or reviewed by, DLR staff. The incentive will be issued upon completion of a high-quality resume.

Complete DLR Master Application

Participant can earn \$25 for completing the DLR Master Application worksheet with DLR staff. The master application must be professional and accurate to earn incentive dollars. Use Youth Incentive Master Application [Form 31](#).

Participate in a Mock Interview

Participant can earn \$50 to participate in a mock interview and practice their interviewing skills. Use Youth Incentive Mock Interview [Form 32](#).

Earn a National Career Readiness Certificate

Participant can earn \$100 for completing the three WorkKeys Assessments and earning a National Career Readiness Certificate (NCRC). The incentive will be issued after test scores, or a copy of the NCRC, are received by their DLR Employment Specialist. Refer to NCRC [Policy 5.20](#) for details in administering the NCRC.

Complete the Bring Your 'A' Game Soft Skills Training

Participant can earn \$75 for participating in the *Bring Your 'A' Game* soft skills training and providing DLR staff with a copy of your certificate of completion. Available workshops are on the [DLR Calendar](#) or [Bring Your 'A' Game Anywhere](#) webpage.

Participate in a Youth Group activity

The participant can earn \$25 for attending and participating in a Youth *Group* activity. These activities must provide meaningful work-based learning, career exploration, post-secondary preparation, or life skill opportunities to participants in group settings.

PARTICIPANTS REACHING EMPLOYMENT POTENTIAL

Participants Reaching Employment Potential (PREP) creates financial incentive structure designed to encourage meaningful progress towards obtaining their GED credential. Incentive payments are awarded to participants who meet the monthly expectations outlined in the Employment Plan. Incentive amounts are \$200 per month.

PREP participants are eligible to receive non-PREP related incentives. Please see YOUTH PREP [Policy 5.35](#) for more information.

STARTER KIT FOR SNAP E&T AND TANF PARTICIPANTS:

SNAP E&T and TANF Participants can earn a onetime \$250 incentive for completing all the following:

1. Creating a high-quality resume and cover letter with help from or reviewed by DLR staff.
2. Completing one of the career interest assessments available at www.mynextmove.org or the South Dakota Career Interest Survey https://dlr.sd.gov/lmic/menu_sdcis.aspx and select their top three Occupations and discuss them with their DLR Employment Specialist. The Youth Incentive Career Exploration Template WIOA [Resource 27](#) may help complete this activity.
3. Researching their top three occupations from the career interest assessment using South Dakota-specific information available using the search function at www.onetonline.org. The Participant must identify the availability of openings, the average rate of pay, the typical education required, and the occupation's long-term outlook. The Participant must discuss these topics with their DLR Employment Specialist. LMI Step-by-Step Guide WIOA [Resource 27B](#) may help complete this activity.

20 CFR §681.640