

MEMORANDUM

DATE: February 5, 2026

TO: NextGen Committee Members

FROM: Jamal Jessie, NextGen Committee Chair
WorkSource Atlanta Regional
Atlanta Regional Workforce Development Board (ARWDB)/
NextGen Committee (NGC)
By Marsharee O'Connor, ARC Staff

RE: NextGen Committee Meeting – February 12, 2026

The next previously scheduled meeting of the WorkSource Atlanta Regional, ARWDB NextGen Committee for calendar year 2025 is:

- **Thursday, February 12th, 12:00 PM to 2:00 PM.**
Lunch will be available as early as 11:45 AM, the meeting will start at 12:00 PM sharp.

The NextGen Committee meeting will be held at:

- Atlanta Regional Commission
229 Peachtree Street NE., Suite 100, Atlanta, GA 30303.

For parking to be validated, [please park at 161 Peachtree Center Avenue, and give your parking ticket to Brittney Oquendo.](#) Once parked, select one of the following directions below to locate ARC's office:

- Off Andrew Young International Blvd.** – Use the entrance on Andrew Young International Blvd, just past Metro Café. Go through two sets of glass doors and take the elevator to the lobby, where ARC's reception desk is located.
- From Peachtree Street, NE.** – Walk past Metro Café and turn right after Tin Lizzy's. International Tower is located to the right. The ARC reception desk is in the lobby of the International Tower.

Please go to the following web address for additional NextGen Committee information and for NOTES from the last and all NextGen Committee (previously called Youth Committee) meetings: <https://atlantaregional.org/nextgen-committee>. While you are on the ATLANTA REGIONAL COMMISSION website, please feel free to browse through other information about the region and your communities.

AGENDA items will include:

- A. Old Business and NextGen Committee Action
 - *Public Comment*
 - *Approval of Meeting Minutes for November 12, 2025*
 - *Approval of NGP Policy – WIOA Youth Eligibility (NGPP 06-03)*
- B. NextGen Program Funding, Performance, and Services
- C. NextGen Committee Planning Activities
- D. Meeting Schedules and Locations

If you would like to make Agenda suggestions, have any questions or would like to discuss issues and ideas, feel free to call or e-mail NextGen Committee Chair, Jamal Jessie; JJessie@google.com or ARC staff/NextGen Program Director, Marsharee O'Connor at (470) 532-6262; moconnor@atlantaregional.org.

Please RSVP for the NextGen Committee meeting by the end-of-day Monday, February 9th by replying to the Announcement email or the calendar invite. So that we may plan lunches, it is vital that you let us know if you are planning to attend, and if you wish to invite guests.



MEETING AGENDA

NextGen Committee (NGC)
Thursday, February 12, 2026
11:45am – 2:00pm

(Meeting will call to order at 12:00pm)

A. Welcome (Attendance) & Introduction

B. Public Comment – Open Floor

C. NextGen Committee Action Required

- Approval of Meeting Minutes for November 12, 2025
- Approval of NGP Policy – WIOA Youth Eligibility (NGPP 06-03)

D. NextGen Program Funding, Performance, and Services

- NextGen Program Funding Update
- NextGen Program Performance
- NextGen Program Status Update & Activities

E. NextGen Committee Planning Activities

- Membership
- “Strategic Plan” Discussions
- Taskforce Breakout Sessions:
 1. *Program Oversight & Guidance Taskforce*
 2. *Strategic Planning Taskforce*
 3. *Economic Development Taskforce*
 4. *Resource Leveraging Taskforce*

F. Other Discussions

- Meeting Schedules and Locations for CY2026
- Other

G. Meeting Adjourn

Lunch will be served!

May 14, 2026 – Next Committee Meeting

**ATLANTA REGIONAL WORKFORCE DEVELOPMENT BOARD
NEXTGEN COMMITTEE**
November 12, 2025 Meeting Minutes

Members Present

Ms. Autumn Andrews	Ms. Norma Marquez
Ms. Ciara Dunn	Mr. Chris Moder
Mr. Anthony Ford	Ms. Leslie Nelson
M. Tim Hemans	Ms. Stephanie Rooks
Mr. Robert Hughes	Ms. Kristy Smith – Vice-Chair
Mr. Jamal Jessie – Chair	
Ms. Tangel Jones	

Members Absent

Mr. Fred Dawins
Ms. Jennifer Houston

Guests

Ms. Debbie Anglin – HEARTS
Ms. Kathi Korczyk-Schaefer – Cherokee Focus
Ms. Mille Hughes – Cherokee Focus

ARC Staff

Ms. Candice Coppin - NextGen Program	Ms. Marsharee O'Connor - NextGen Program
Mr. Brett Lacy– ARWDB Director	Ms. Brittney Oquendo - NextGen Program

The meeting was held at the Atlanta Regional Commission

Ms. Kristy Smith called the meeting to order at 1:00 p.m.

WELCOME AND INTRODUCTIONS:

- A. The NextGen Committee (NGC) continues to operate paperless, except for meetings held outside of ARC office. For copies of the information discussed during the meeting, visit the ARC website <https://atlantaregional.org/workforce-economy/boards-and-committees/youth-committee/>, under *Meeting Archives* or send a request to ARC Staff Ms. Marsharee O'Connor via email at MO'Connor@atlantaregional.org.
- B. Mr. Jamal Jessie solicited any public comments
- C. Mr. Jamal Jessie introduced Mr. Brett Lacy, WorkSource Atlanta Regional Director to NextGen committee.
- D. There were seven actions taken at this meeting
- E. NextGen Director, Ms. Marsharee O'Connor presented the updates to the NextGen Program.

NEXTGEN COMMITTEE ACTION REQUIRED:

- 1. Ms. Stephanie Rooks made the following motion:
MOTION: To approve the meeting minutes from August 06, 2025.
The motion was seconded by Mr. Chris Moder and unanimously approved.
- 2. Ms. Stephanie Rooks made the following motion:
MOTION: To approve NextGen Program Require Additional Assistance Policy (NGPP 01-05).
The motion was seconded by Ms. Ciara Dunn and unanimously approved.
- 3. Mr. Tim Hemans made the following motion:
MOTION: To approve NextGen Program High Poverty Area Policy (NGPP 02-04).
The motion was seconded by Ms. Leslie Nelson and unanimously approved.
- 4. Ms. Stephanie Rooks made the following motion:
MOTION: To approve NextGen Program Supportive Services Policy (NGPP 03-05).
The motion was seconded by Mr. Chris Moder and unanimously approved.
- 5. Ms. Ciara Dunn made the following motion:
MOTION: To approve NextGen Program Inventive Policy (NGPP 04-03).
The motion was seconded by Ms. Stephanie Rooks and unanimously approved.

6. Mr. Chris Moder made the following motion:

MOTION: To approve NextGen Program Work Experience Policy (NGPP 05-03).

The motion was seconded by Ms. Stephanie Rooks and unanimously approved.

7. Ms. Leslie Nelson made the following motion:

MOTION: To approve NextGen Program WIOA Youth Eligibility Policy (NGPP 06-02).

The motion was seconded by Mr. Tim Hemans and unanimously approved.

NEXTGEN PROGRAM PERFORMANCE, PLANNING, AND SERVICES:

- A. **NextGen Program Funding and Performance Update** – Ms. Kristy Smith introduced Ms. Marsharee O'Connor, who presented proposed updates to the NextGen policies. All recommendations were unanimously approved, including the revision to the Supportive Services policy (NGPP-03-05). The amendment modifies the statement under the Emergency Assistance (Housing) section from: *“Assistance may not exceed \$1,300 for one month or no more than \$2,000 to include one month’s back rent.”* Change to *“Assistance may not exceed \$2000 to include current and past due rent”*. Additionally, Ms. O'Connor provided updates on PY25 program. A total of \$1,400,000 has been designated for the NextGen Program, including \$1,330,000 for NGSP contracts, \$50,000 for Individual Training Accounts, and \$20,000 for Special Projects.
- B. **Special Projects Update** – Ms. Marsharee O'Connor informed the committee that the NextGen program has received a \$200,000 grant from Google to support the Pathways to Digital Economy Initiative, which aims to enhance NextGen’s Digital Career Pathways. She expressed appreciation to the committee chair, Mr. Jamal Jessie, whose affiliation with Google helped facilitate this opportunity for the NextGen Program. The program is scheduled to begin in the second week of January 2026, in collaboration with NextGen Service Providers. The NextGen team will meet with the NGSPs in December to discuss program design and implementation strategies.
- C. **NextGen Program Status Updates & Activities** – No updates given

NEXTGEN COMMITTEE PLANNING ACTIVITIES:

Taskforce Updates

- 1. Program Oversight & Guidance Taskforce
- 2. Strategic Planning Taskforce
- 3. Economic Development Taskforce
- 4. Resource Leveraging Taskforce

No updates

OTHER DISCUSSIONS:

A. CY 2026 NextGen Committee (NGC) Meeting Schedule & Location –

- February 12, 2026 – Atlanta Regional Commission
- May 14, 2026 – Atlanta Regional Commission
- August 20, 2026 – Atlanta Regional Commission
- November 12, 2026 – Atlanta Regional Commission

B. NextGen Committee Planning Activities – No updates

C. Next Board Meeting Date – The Atlanta Regional Workforce Development Board (ARWDB) will meet in-person at The Atlanta Regional Commission December 03, 2025.

The next Committee meeting is scheduled for February 12, 2026.

Meeting adjourned at 2:33PM



WIOA Youth Eligibility
NextGen Program Policy: NGPP 06-0203
ARWDB Approved: December 3, 2025

DATE: ~~October 2025~~ January 2026 (Revised)
TO: ARC/ARWDB Staff & NextGen Service Providers
FROM: Marsharee O'Connor, NextGen Program Director
SUBJECT: **Guidance & Guidelines for WIOA Youth Eligibility Determination & Documentation Policy**

1 – CONTENTS

This section outlines the number and title associated with each section throughout the document.

- | | |
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| 2. Purpose | 11. Enrollment and Participation |
| 3. Policy | 12. Personally Identifiable Information (PII) |
| 4. Provisions | 13. Complaint and Grievance |
| 5. Low-Income Individual (Youth) Criteria | 14. Referral |
| 6. Low-Income Determination Guidelines | 15. Definitions |
| 7. Citizenship/Authorization to Work | 16. Attachments |
| 8. Veterans and Priority of Service | 17. Action Required |
| 9. NextGen Program Orientation | 18. Inquires |
| 10. Documentation of Eligibility | 19. Policy Effective Date |
| | 20. References |

2 – PURPOSE

To establish a policy providing guidance and guidelines in the provision of Title 1-B, WIOA sec. 129(a)(1) eligibility criteria for WIOA youth programs. The policy serves to establish a process for conducting WIOA eligibility certification (eligibility determination and documentation verification) to determine enrollment in WIOA youth programs.

3 – POLICY

This policy outlines the requirements to ensure that every youth who receives WIOA Title I Youth program funded services under WIOA is deemed eligible through a standard and consistent eligibility certification process before they can enroll and participate to receive WIOA services.

4 – PROVISIONS

WIOA sec. 3(18)), defines both in-school youth (ISY) and out-of-school youth (OSY) as the youth populations who are eligible for WIOA youth services.

OSY Eligibility Barriers – WIOA 3 (46) and 129 (a) (1) (B)

Out-of-School Youth - is an individual who is:

- a) Not attending any school (as defined under State law);
- b) Not younger than 16 or older than age 24 at time of enrollment. Because age eligibility is based on age at enrollment, participants may continue to receive services beyond the age of 24 once they are enrolled in the program; and
- c) **One or more** of the following:
 1. A school dropout;
 - Dropout – An individual who is no longer attending any school and who has not received a secondary school diploma or its recognized equivalent. A youth attending an alternative school is not a school dropout. [WIOA Sec. 3(54)]
 2. A youth who is within the age of compulsory school attendance, but has not attended school for at least the most recent complete school year calendar quarter. School year calendar quarter is based on how a local school district defines its school year quarters. In cases where schools do not use quarters, local programs must use calendar year quarters;
 3. A recipient of a secondary school diploma or its recognized equivalent **who is a low-income individual and is either basic skills deficient or an English language learner;**
 - Basic Skills Deficient – A youth is basic skills deficient if they have English reading, writing, or computing skills at or below the 8th grade level (at or below 8.9 grade level) on a generally accepted standardized test or a comparable score on a criterion-referenced test.
 - English Language Learner – The term “English language learner” when used with respect to an eligible individual, means an eligible individual who has limited ability in reading, writing, speaking, or comprehending the English language, and whose native language is a language other than English; or who lives in a family or community environment where a language other than English is the dominant language. [WIOA Sec. 3 (7)].
 - ❖ **An individual with a high school diploma (HSD) does not automatically fall within this barrier. Individuals can have an HSD and may still qualify for the program under a different barrier, one that does not require income.**
 4. An individual who is subject to the juvenile or adult justice system (offender);

5. A homeless individual (as defined in § 41403 (6) of the Violence Against Women Act of 1994 (42 U.S.C. 14043 e-2 (6)), a homeless child or youth (as defined in section 725(2) of the McKinney-Vento Homeless Assistance Act (42 U.S.C. 11434 a (2)), a runaway, in foster care or has aged out of the foster care system, a child eligible for assistance under section 477 of the Social Security Act (42 U.S.C. 677), or in an out-of-home placement;
6. An individual who is pregnant or parenting;
7. An individual with a disability;
8. **A low-income individual** who requires additional assistance to enter or complete an educational program or to secure or hold employment. (20 CFR 681.210). **See the latest “NextGen Program Policy – Requires Additional Assistance”.**

NOTE: For the purposes of WIOA, USDOL does not consider providers of adult education under Title II of WIOA, YouthBuild programs, the Job Corps high school equivalency programs, or drop-out re-engagement programs to be schools, regardless of the funding source. Therefore, youth enrolled in these programs are considered OSY.

ISY Eligibility Barriers – WIOA 3 (27) and 129 (a) (1) (C)

MUST MEET all four (4) requirements:

- a) Not younger than 14 and not older than 21 years;
- b) Attending school (as defined by State law);
- c) Low-income, as defined by WIOA §3(36), or lives in a high poverty area; and
- d) **One or more** of the following:
 1. Basic skills deficient;
 2. An English language learner;
 3. An offender;
 4. A homeless individual (as defined in § 41403 (6) of the Violence Against Women Act of 1994 (42 U.S.C. 14043 e-2 (6)), a homeless child or youth (as defined in section 725(2) of the McKinney-Vento Homeless Assistance Act (42 U.S.C. 11434 a (2)), a runaway, in foster care or has aged out of the foster care system, a child eligible for assistance under section 477 of the Social Security Act (42 U.S.C. 677), or in an out-of-home placement;
 5. Pregnant or parenting;
 6. Disabled; or
 7. Requires additional assistance to complete an educational program or to secure or hold employment. **See the latest “Requires Additional Assistance Policy”.**

NOTE: Youth attending high school equivalency programs funded by the public K-12 school system who are classified by the school system as still enrolled in the school are an exceptions; they are considered ISY. (20 CFR 681.230). Also, youth attending private and charter schools are considered ISY for the purposes of WIOA eligibility.

5 – LOW-INCOME CRITERIA & DETERMINATION GUIDELINES

All ISY and the following two categories of OSY must be low-income individuals to be served in the WIOA Youth Program:

1. A Recipient of a Secondary School Diploma or its Recognized Equivalent Who is a Low-Income Individual and is either Basic Skills Deficient or an English Language Learner;
2. A Low-Income Individual who Requires Additional Assistance to Enter or Complete an Educational Program or to Secure or Hold Employment.

The term "low-income individual" means an individual (youth) who:

- a. Government Assistance – Receives, or in the past six (6) months of the application Date (income MUST be within six months of application) has received, or is a member of a family that is receiving or in the past 6 months has received, assistance through the Supplemental Nutrition Assistance Program (SNAP) established under the Food and Nutrition Act of 2008, the program of block grants to States for temporary assistance for needy families program under part A of title IV of the Social Security Act, or the supplemental security income program established under title XVI of the Social Security Act, or State or local income-based public assistance;
- b. Is in a family with total family income that does not exceed the higher of — the poverty line; or
- c. 70 percent of the lower living standard income level;
 - Lower Living Standard Income Level (LLSIL) – The income level (adjusted for regional, metropolitan, urban, and rural differences and family size) determined annually by the Secretary based on the most recent lower living family budget issued by the Secretary [WIOA Sec 36 (B)]. The State forwards the Lower Living Standard Income Levels to the local areas when they are issued.
 - i. Family Income – The income received from includable sources of income of all members of the “family” for the past six months of application date.
 - The term "family" means two or more persons related by blood, marriage, or decree of court, who are living in a single residence, and are included in one or more of the following categories: (a) a husband, wife, and dependent children; (b) a parent or guardian and dependent children; (c) a husband and wife.
 - See the latest “Includable” and Excludable” chart and guidance on the NGP Private Site.

- d. Is a homeless individual (as defined in section 41403(6) of the Violence Against Women Act of 1994, or a homeless child or youth (as defined under section 725(2) of the McKinney-Vento Homeless Assistance Act
- e. Receives or is eligible to receive a free or reduced-price lunch under the Richard Russell National School Lunch Act);
- f. Is a foster child on behalf of whom State or local government payments are made; or
- g. Is an individual with a disability whose own income meets the income requirement of clause (b), but who is a member of a family whose income does not meet this requirement.
- h. SPECIAL RULE – For the purpose of this subsection, the term “low-income,” used with respect to an individual, also includes a youth living in a high-poverty area. [WIOA Sec. 3 (36) (A)]
 - High Poverty Area- A Census tract, a set of contiguous Census tracts, Indian Reservation, tribal land, or Native Alaskan Village or county that has a poverty rate of at least 25 percent as set every 5 years using American Community Survey 5-Year data. (20 CFR 681.260). *See the latest “NextGen Program Policy – High Poverty Area”*

Five Percent (5%) Provisions

The Five Percent (5%) Exception and the Five Percent (5%) Limitation provisions in determining youth eligibility under WIOA allow limited flexibility in serving youth who face barriers to employment and/or education, but do not meet all standard eligibility requirements.

- **Five Percent (5%) Exception** — Allows a limited number of OSY and ISY to be enrolled who do not meet low-income criteria but meet all other eligibility requirements and have one or more qualifying barriers to employment or education.
- **Five Percent (5%) Limitation** — Restricts the number of ISY who may be enrolled to no more than five percent (5%) of all youth participants in the NGP during a program year.

See the latest “NextGen Program Policy – Requires Additional Assistance” for the comprehensive list of requirements to be eligible under the 5% Exception and 5% Limitation provisions.

7 – CITIZENSHIP/AUTHORIZATION TO WORK

To receive WIOA services, participants must be citizens or nationals of the United States, lawfully admitted resident aliens, refugees, asylees and parolees and other immigrants authorized by the Attorney General to work in the United States. [WIOA Sec. 188 (5)].

- Victims of Human Trafficking – Per section 107(b) of the Trafficking Victims Protection Act (TVPA), an alien who is a victim of a severe form of trafficking is eligible for WIOA on the same basis as individuals with refugee status under section 207 of the Immigration

and Nationality Act. The USDOL issued TEGL 19-01, Change 1, which declares that states may not deny services available to victims of severe forms of trafficking based on their immigration status. To confirm eligibility as a victim of severe form of human trafficking, an alien may present a letter of certification from the Department of Health and Human Services (HHS), a “T” Visa, or an HHS Letter of Eligibility (minors).

- Deferred Action for Childhood Arrivals (DACA) – Per TEGL 2-14, which provides guidance to States and grantees concerning the eligibility of individuals granted relief under the Deferred Action for Childhood Arrivals (DACA) Initiative participants for Workforce Investment Act and Wagner-Peyser Act Programs. For an otherwise program eligible DACA participant to receive funded services under WIOA, the individual must provide documentation of their employment authorization.

8 – VETERANS AND PRIORITY OF SERVICE

Veterans and eligible spouses receive priority of service for all USDOL funded employment and training programs.

- Priority of Service – A veterans or eligible spouse either receives access to a service earlier in time than a non-covered person, or, if the resource is limited the veteran or eligible spouse receives access to the service instead of the non-covered person. (TEGL 10-09).

9 – NEXTGEN PROGRAM ORIENTATION

Orientation is to provide the youth with a comprehensive understanding of the WIOA youth program and services, to answer any questions or concerns the youth may have, and to prepare the youth for participation in the WIOA youth program.

NGSPs are responsible for developing an Orientation Form outlining the information stated below. The Form MUST be signed and dated by the participant prior to enrollment.

Orientation must have the following components (but not limited to):

- Overview of the purpose of the youth program.
- Eligibility requirements.
- Overview of services offered (consist of the 14 Elements).
- Employment opportunities (Work Experience, Follow-up and Placement/Retention).
- Customer’s expectations and responsibilities.
- NSGSP’s expectations and responsibilities (Service Plan, Attendance policy, Contact frequency, etc.)
- Expected performance outcome (skills gain, Credential/Certification).
- Discussion of rights under the non-discrimination and equal opportunity provisions of the WIOA (State Workforce (TCSG) – Policies and Procedures Manual).
- Other resources available and referral process if youth is not eligible for the WIOA youth program.

10 – DOCUMENTATION OF ELIGIBILITY

NGP WIOA Youth Application and Other Documentations – All youth must complete a NGP youth application as the first step for the documentation completion and collection for eligibility determination. If the youth is under the age of 18, the application must be signed and dated by the participant and the parent/guardian.

Documentation consists of records, certificates, documents, identification cards, and other items, which can be scanned or digitized and included in the youth’s files. Source documents include documents issued by a governmental entity (e.g. driver’s license), education institution (e.g. transcript), private company (e.g. such as utility bills), and signed youth self-certification/attestation.

- All the youth’s barriers, residence, school status and age documents must be dated (if a date is required) within six months of Eligibility Date.
- When documenting low income based on Family Income, all income documents MUST be uploaded as supporting documentation(s) along with the Income Calculation Worksheet.

NOTE: All elements used to determine a youth as eligible for the WIOA NextGen Program must be documented, and the documentation must be uploaded to the youths file in VOS.

Income Verification and Calculation

All the family’s includable sources of income documents must be dated within six months of application date. See the latest “Includable” and Excludable” chart and guidance on the NGP Private Site.

When calculating income, NGSPs are encouraged to use any one of the following methods. Also, the NGSPs should obtain as many pay stubs or supporting documents as possible to conduct accurate and reliable verification and calculation of income.

1. Straight Pay or Salary Method – A sample of pay stubs are provided covering the most recent six months of family income. There is no variation in the wages for any of the pay stubs submitted for the income verification; therefore, the NGSP calculates the income based upon the wages indicated on one of the pay stubs. The gross income is multiplied by the number of pay periods in the six-month determination period and the result is multiplied by two, to get the annualized income used to determine eligibility.
2. Average Pay Method – A sample of pay stubs are provided, which show variation in the gross earnings. The variation may result from overtime, lost time or work for a different employer. In calculating the annualized income, the NGSP must determine the average gross earnings based upon the number of pay stubs provided. To determine the average gross earnings, the NGSP must total the gross earnings of all pay stubs provided and divide the result by the number of pay stubs. The result will be the average gross earnings per pay period. After determining average gross earnings, the intake worker will then determine the pay frequency and multiply the average gross earnings by the number of pay periods in a year.

3. Year-To-Date Method – The most recent pay stub is provided with cumulative year-to-date gross earnings indicated. The individual provides recent pay stubs with cumulative year-to-date gross earnings indicated on the pay stub. The cumulative year-to-date gross earnings indicate the gross earnings up to the date of the pay period ending date on the pay stub. To compute the annualized income, the NGSP counts the number of pay periods that have occurred since January 1st or from the date of employment if after January 1st. The NGSP divides the number of pay periods into the gross year-to date earnings indicated on the pay stub. The result of this computation (average gross income per pay period) is then multiplied by the number of pay periods in the six-month determination period. The result is then multiplied by two, to determine the annualized gross earnings..
4. Intermittent Work Method – The individual has not had steady work with one or more employers, the individual provides as many pay stubs as possible and complete an applicant statement (Self-Attestation) explaining all missing pay stubs and non-work periods during the last six months. The NGSP totals all wages for the six-months period and multiplies the result by two to annualize the gross income. If the individual reports little or no includable income, the individual shall indicate other resources relied upon for support during the last six months on the Applicant Statement.

Self-Certification/Attestation (Applicant Statement) – A statement (written document) attesting to the veracity of certain eligibility barrier criteria may be used under certain circumstances. The document must be:

- Document can be typed, hand-written, or completion (in its entirety) of the NextGen Program “Self-Attestation Form”. ***See the latest “Self-Attestation Form”***
 - ❖ The NextGen Program WIOA Application cannot be used as a form of Self-Certification/Attestation.
- Signed and dated by the youth (prior to Eligibility Date in VOS).
- Explanation of why verifying document is unattainable.
- **NOTE:** For the use self-attestation as an eligibility verification requirement, NGSPs are limited to ten percent (10%) of total youth enrolled in their youth program during a program year.

The following are the only eligibility criteria that may be documented with a self-certification/attestation:

- Dropout
- Youth Who is Within the Age of Compulsory School Attendance, But Has Not Attended School For at Least the Most Recent Complete School Year Calendar Quarter
- Homeless/Runaway
- Pregnant or Parenting
- Offender

- Requires Additional Assistance (as applicable based on NGPP 01-04)
- English Language Learner (ELL)
- Low income for the following elements:
 - ❖ Youth with little or no Income. The Statement should indicate means of support.
 - If independent youth (usually be included in the definition of a family, but is claiming to no longer be a dependent), a statement must be made by the head of the household, not the youth. See the NGP “Head of Household” form.

Selective Service Registration

All male United States (US) Citizens and male aliens living in the US born on or after January 1, 1960, aged 18 to 25, must register with Selective Service. Below is a list of requirements for various circumstances:

- Selective Service registration requirements can be found at www.sss.gov and click on "Registration Info".
- Registration may be completed online at <https://www.sss.gov/RegVer/wfRegistration.aspx>.
- To check a registration, go to www.sss.gov/must.htm and click on “Check a Registration.”
- ❖ **NOTE:** Per TEGL 11-11, once a male turns 18 years of age while participating in WIOA-funded youth program, registration with Selective Service must be completed no later than 30-days after he becomes 18 years in order to continue to receive WIOA-funded services. If a youth under the age of 26 years refuses to register with the Selective Service, WIOA-funded services must be suspended until he registers.

A determination of whether a failure to register was knowing and willful must be made on a case-by-case basis and documented in the participant file. In making this determination, NGSP must consider whether the individual was aware of the Selective Service registration requirement and knowingly chose not to register, taking into account the individual’s age, education, ability to understand the requirement, and any circumstances beyond the individual’s control.

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General Eligibility Documents	
Both Citizenship (Identity) & Employment Eligibility Status - these documents cover both requirements	<ul style="list-style-type: none"> • Birth Certificate • US Passport • Unexpired Foreign Passport* • Permanent Resident Alien Card • Unexpired Employment Authorization Document w/Photo
Citizenship (Identity)	<ul style="list-style-type: none"> • Valid Driver's License or State ID • ID card issued by government • School ID w/ Photo • Voter registration Card • US Military Card or Draft Card • Native American Tribal Document • Under 18 yrs. old: school record, clinic/hospital/doctor record, daycare/nursery record
Employment Eligibility	<ul style="list-style-type: none"> • US Social Security Card • Birth Certificate • Native American Tribal Document • US Citizen ID Card • Employment Authorization Document issued by DHS
Age	<ul style="list-style-type: none"> • Birth Certificate • Passport • Driver's License or State ID
Social Security Number	<ul style="list-style-type: none"> • US Social Security Card • Social Security printout (must have SSN) • If needed, providers should assist the applicant in obtaining Social Security identification and note in case file
Residency in Service County	<ul style="list-style-type: none"> • Driver's License or ID • Utility Bill • Official mail from Gov't • Official mail from School • NextGen Head of Household form
Selective Service Registration (18+ males)	<ul style="list-style-type: none"> • Selective Service Acknowledgement Letter • Form DD-214 "Report of Separation" • Screen printout of registration website • Selective Service Card • Verification Form (Form 3A) • Stamped Post Office Receipt of Registration ❖ Person's w/ disability do not have to if disability is continually confining ❖ Hospitalized, Institutionalized, or Incarcerated wait till they get out
Georgia Illegal Immigration Reform & Enforcement Act Affidavit	<ul style="list-style-type: none"> • Signed and Notarized ❖ Participants who are turning 18 must comply with Georgia's Immigration Law that requires customer affidavits for eligibility to receive a public benefit.
Low-income verification (if applicable)	<ul style="list-style-type: none"> • Screen printout of High Poverty Area map • Proof of income (paystub, W-2) for ALL family members + Income Calculation Worksheet • If using Parent income, must show proof of parent relationship • Individual's proof of income if Family of One/Independent with no dependents or Person w/Disability (proven in file) + Income Calculation Worksheet • SNAP or TANF recipient letter

WIOA Barrier Eligibility Documents	
Offender	<ul style="list-style-type: none"> • Court records or letter from court • Letter from probation/parole officer • Offender/court database search
Homeless or Runaway	<ul style="list-style-type: none"> • Signed statement from shelter • Signed statement from individual providing temporary assistance • Statement from Social Service agency
Pregnant	<ul style="list-style-type: none"> • Doctor/clinic results • Physician's note • Letter from program for pregnant teens
Parenting	<ul style="list-style-type: none"> • Child's birth certificate with client name as parent • Government assistance letter with client as Direct Recipient and child as dependent • Medical card • Statement from Social Services agency <ul style="list-style-type: none"> ❖ Note: A male with a pregnant girlfriend/wife is not yet parenting
Foster Care or Aged out of Foster Care	<ul style="list-style-type: none"> • Letter from court • Letter from foster care agency • Statement/Referral from Social Services agency • Signed statement from foster parent
Out-of-Home Displacement	<ul style="list-style-type: none"> • Letter from social service agency
Compulsory school age but not attending	<ul style="list-style-type: none"> • School attendance records <ul style="list-style-type: none"> ❖ Note: Must not be attending for one whole school calendar quarter
Dropout	<ul style="list-style-type: none"> • School withdrawal form • School records
Disabled	<ul style="list-style-type: none"> • Individual Education Plan (IEP) from school or other program – within 6 months of enrollment in NextGen Program • Signed self-attestation or disability checked YES on Medical & Disability page of NextGen Application • Medical records • Signed statement from licensed professional • Rehabilitation evaluation • Social Security Administration disability records

WIOA Orientation

Orientation documentation must outline the information discussed in “Section 9 – NextGen Program Orientation” of this Policy. Also, orientation document must be signed and dated by youth. If youth is under 18 years of age, parent/guardian must also sign and date the Orientation form.

11 – ENROLLMENT AND PARTICIPATION

To participate in WIOA Youth programs, a youth must be enrolled. To be an active participant, all of the following must occur:

- 1) Orientation of WIOA programs and services
- 2) An eligibility determination.
- 3) The provision of an Objective Assessment.
- 4) Development of the SP/ISS/IEP/ISP; and

- 5) Participation in any of the fourteen (14) youth program elements (20 CFR 681.320).

Once a youth is determined eligible and is enrolled, the youth remain eligible for youth services until exited.

- An individual who is an OSY “at time of enrollment” and is subsequently placed in school, is still considered an OSY. Additionally, an individual who is an OSY between the ages of 16-24 at the time of enrollment, and is now beyond the age of 24, is still considered an OSY until exited.
- An individual who is an ISY and between the ages of 14-21 at the time of enrollment, and is now beyond the age of 21, is still considered an ISY until exited.

12 – PERSONALLY IDENTIFIABLE INFORMATION (PII)

As part of WIOA funded activities, NGP staff may have access to program participant or staff PII. This information is generally found in personnel files, participant data sets, performance reports, program evaluations, grant and contract files, or other sources. Federal law and federal policies require that PII and other sensitive information be secured and protected at all times.

See guidance on PII on the NGP Private Site.

The Office of Management and Budget (OMB) defines “Personally Identifiable Information” (PII) as information that can be used to distinguish or trace an individual’s identity, either alone or when combined with other personal or identifying information that is linked or linkable to a specific individual. The USDOL has defined two types of PII, “protected PII” and “non-sensitive PII.” The differences between protected PII and non-sensitive PII are primarily based on an analysis regarding the “risk of harm” that could result from the release of the PII.

1. “Protected PII” is information that if disclosed could result in harm to the individual whose name or identity is linked to that information. Examples of protected PII include, but are not limited to, social security numbers (SSNs), credit card numbers, bank account numbers, home telephone numbers, ages, birthdates, marital status, spouse names, educational history, biometric identifiers (fingerprints, voiceprints, iris scans, etc.), medical history, financial information, and computer passwords. 22 2)
2. “Non-sensitive PII” is information that if disclosed, by itself, could not reasonably be expected to result in personal harm. It is standalone information that is not linked or closely associated with any protected or unprotected PII. Examples of non-sensitive PII include information such as first and last names, e-mail addresses, business addresses, business telephone numbers, general education credentials, gender, or race. However, depending on the circumstances, a combination of these items could potentially be categorized as protected or sensitive PII.

13 – COMPLAINT AND GRIEVANCE

WIOA mandates the development of procedures for filing complaints and grievances submitted by WIOA program participants, staff, and other parties affected by, and who allege, violations

of the requirements of WIOA Title I and WIOA-related regulations or policies must adhere to this policy. ***See guidance on Complaints and Grievances on the NGP Private Site.***

14 – REFERRAL

Regardless of eligibility for the Youth Program, an individual may be eligible for other program services through the OneStop system. Referrals to other One-Stop partners and providers must be offered to assist individuals with further assessment, training, and educational needs.

- However, it is very imperative that if a youth is not deemed eligible for WIOA youth programs, the NGSPs must provide a referral to the youth of partner/providers that can address their needs.

15 – DEFINITIONS

- **ACS** – American Community Survey
- **ARC** – Atlanta Regional Commission
- **ARWDB** – Atlanta Regional Workforce Development Board
- **CFR** – Code of Federal Regulations
- **IEP** – Individual Education/Employment Plan
- **ISP** – Individual Service Plan
- **ISS** – Individual Service Strategy
- **ISY** – In-School Youth
- **NGP** – NextGen Program
- **NGPP** – NextGen Program Policy
- **NGSP** – NextGen Service Provider
- **OSY** – Out-of-School Youth
- **Sec./ §** – Section
- **SP** – Service Plan (IEP/ISP/ISS)
- **TCSG, OWD** – Technical College System of Georgia, Office of Workforce Development
- **TEGL** – Training and Employment Guidance Letter
- **USDOL** – United States Department of Labor
- **VOS** – Virtual OneStop System (Workforce Georgia Portal)
- **WIG, PS** – Workforce Implementation Guidance, Programmatic Services
- **WIOA** – Workforce Innovation and Opportunity Act

16 – ATTACHMENTS

There is no attachment.

17 – ACTION REQUIRED

ARC/ARWDB NGP shall:

- Take the necessary action(s) to ensure compliance with this Policy.
- Ensure that the NGSPs are informed, trained, and provided a copy of this Policy.

18 – INQUIRIES

Inquiries regarding this Policy and its guidance should be directed to an ARC/ARWDB NGP staff.

19 – POLICY EFFECTIVE DATE

This policy shall be effective upon the ARWDB approval date indicated on the first page of this document, and shall remain in effect until further notice.

20 – REFERENCES

This policy is developed in accordance with, and subject to, the following Federal/State/Local laws, regulations, guidance, and policies:

- **Federal Register (Final Rules & Regulation) 20 CFR** – § 681.260; and § 684.130
- **NGPP 01 & 02** – High Poverty Area Policy and Requires Additional Assistance Policy
- **State Workforce (TCSG)** – Policies and Procedures Manual
- **TEGL No.** – 10-09, 11-11, 23-14, 08-15, 21-16, 19-01, and 02-14
- **Uniform Guidance** – 2 CFR Part 200
- **WIGS PS** – 15-002
- **WIOA Public Law Sec.** – 113-128, 129(a)(2), 188 (5), and 3 (36) (A)

NextGen Activity Totals for Program Year 2025

All Providers	1 QTR			2 QTR			3 QTR			4 QTR			YEARLY TOTAL	
	Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26		
Participant Activities														
WIOA Visits - In person	245	221	290	342	271	310	0	0	0	0	0	0	0	1,679
WIOA Visits - Virtual (Webinar/Face-Time)	97	93	172	177	178	131	0	0	0	0	0	0	0	848
Non-WIOA Visits - In person	42	38	47	31	51	111	0	0	0	0	0	0	0	320
Non-WIOA Visits - Virtual (Webinar/Face-Time)	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Credential Attainment	0	1	1	4	0	0	0	0	0	0	0	0	0	6
Employment Placement (Including Military)	1	2	6	4	0	0	0	0	0	0	0	0	0	13
Education Placement (Adv. Tran./Post-Sec.)	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Paid Work Experience (WEx)	1	2	0	12	4	0	0	0	0	0	0	0	0	19
Unpaid Work Experience (WEx)	0	0	0	11	2	1	0	0	0	0	0	0	0	14
WIOA Applications Received	13	16	5	18	14	10	0	0	0	0	0	0	0	76
Enrollment in WIOA	9	17	8	18	16	22	0	0	0	0	0	0	0	90
Contract - Goal Sheet Enrollment Requirement			44			105			105				97	351
Active WIOA Participant Enrollment - Monthly	9	17	8	18	16	22	0	0	0	0	0	0	0	
Active WIOA Participant Enrollment - Quarterly	34			56			0			0			90	

NextGen Activity Totals for Program Year 2025

Cherokee Focus	1 QTR			2 QTR			3 QTR			4 QTR			YEARLY TOTAL	
	Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26		
Participant Activities														
WIOA Visits - In person	39	59	96	56	45	50								345
WIOA Visits - Virtual (Webinar/Face-Time)	0	0	2	2	1	1								6
Non-WIOA Visits - In person	4	11	6	7	18	4								50
Non-WIOA Visits - Virtual (Webinar/Face-Time)	0	0	0	0	0	0								0
Credential Attainment	0	1	0	0	0	0								1
Employment Placement (Including Military)	0	1	0	0	0	0								1
Education Placement (Adv. Tran./Post-Sec.)	0	0	0	0	0	0								0
Paid Work Experience (WEx)	0	1	0	0	0	0								1
Unpaid Work Experience (WEx)	0	0	0	0	0	1								1
WIOA Applications Received	0	1	0	2	0	0								3
New WIOA Enrollment	0	0	1	0	1	1								3
Contract - Goal Sheet Enrollment Requirement			10			13			13				9	45
Active WIOA Participant Enrollment - Monthly	0	0	1	0	1	1	0	0	0	0	0	0	0	
Active WIOA Participant Enrollment - Quarterly	1			2			0			0				

NextGen Activity Totals for Program Year 2025

Hearts - Clayton	1 QTR			2 QTR			3 QTR			4 QTR			YEARLY TOTAL	
	Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26		
Participant Activities														
WIOA Visits - In person	62	78	102	165	101	127								635
WIOA Visits - Virtual (Webinar/Face-Time)	35	37	40	42	40	32								226
Non-WIOA Visits - In person	15	11	15	11	16	55								123
Non-WIOA Visits - Virtual (Webinar/Face-Time)	0	0	0	0	0	0								0
Credential Attainment	0	0	1	3	0	0								4
Employment Placement (Including Military)	1	1	6	3	0	0								11
Education Placement (Adv. Tran./Post-Sec.)	0	0	0	0	0	0								0
Paid Work Experience (WEx)	0	1	0	6	2	0								9
Unpaid Work Experience (WEx)	0	0	0	6	2	0								8
WIOA Applications Received	6	6	3	3	3	3								24
Enrollment in WIOA	4	8	3	3	3	6								27
Contract - Goal Sheet Enrollment Requirement			0			23			22				22	67
Active WIOA Participant Enrollment - Monthly	4	8	3	3	3	6	0	0	0	0	0	0	0	
Active WIOA Participant Enrollment - Quarterly	15			12			0			0				

NextGen Activity Totals for Program Year 2025

Hearts - Fayette	1 QTR			2 QTR			3 QTR			4 QTR			YEARLY TOTAL	
	Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26		
Participant Activities														
WIOA Visits - In person	71	3	6	8	6	11								105
WIOA Visits - Virtual (Webinar/Face-Time)	26	2	2	4	6	3								43
Non-WIOA Visits - In person	11	2	4	1	0	8								26
Non-WIOA Visits - Virtual (Webinar/Face-Time)	0	0	0	0	0	0								0
Credential Attainment	0	0	0	0	0	0								0
Employment Placement (Including Military)	0	0	0	0	0	0								0
Education Placement (Adv. Tran./Post-Sec.)	0	0	0	0	0	0								0
Paid Work Experience (WEx)	0	0	0	2	0	0								2
Unpaid Work Experience (WEx)	0	0	0	2	0	0								2
WIOA Applications Received	0	1	0	1	0	0								2
Enrollment in WIOA	0	1	0	1	0	0								2
Contract - Goal Sheet Enrollment Requirement			2			2			3				2	9
Active WIOA Participant Enrollment - Monthly	0	1	0	1	0	0	0	0	0	0	0	0	0	
Active WIOA Participant Enrollment - Quarterly	1			1			0			0				

NextGen Activity Totals for Program Year 2025

Hearts - Gwinnett	1 QTR			2 QTR			3 QTR			4 QTR			YEARLY TOTAL	
	Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26		
Participant Activities														
WIOA Visits - In person	71	75	68	88	87	81								470
WIOA Visits - Virtual (Webinar/Face-Time)	26	42	109	111	108	72								468
Non-WIOA Visits - In person	11	8	5	4	7	21								56
Non-WIOA Visits - Virtual (Webinar/Face-Time)	0	0	0	0	0	0								0
Credential Attainment	0	0	0	1	0	0								1
Employment Placement (Including Military)	0	0	0	1	0	0								1
Education Placement (Adv. Tran./Post-Sec.)	0	0	0	0	0	0								0
Paid Work Experience (WEx)	1	0	0	2	2	0								5
Unpaid Work Experience (WEx)	0	0	0	1	0	0								1
WIOA Applications Received	7	8	2	7	9	5								38
Enrollment in WIOA	5	8	4	9	10	13								49
Contract - Goal Sheet Enrollment Requirement			32			34			34				33	133
Active WIOA Participant Enrollment - Monthly	5	8	4	9	10	13								
Active WIOA Participant Enrollment - Quarterly	17			32										

NextGen Activity Totals for Program Year 2025

HEARTS - Douglas

Service Month	1 QTR			2 QTR			3 QTR			4 QTR			YEARLY TOTAL
	Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26	
Participant Activities													
WIOA Visits - In person	0	2	4	5	7	10							28
WIOA Visits - Virtual (Webinar/Face-Time)	2	4	2	2	4	6							20
Non-WIOA Visits - In person	0	0	0	1	0	13							14
Non-WIOA Visits - Virtual (Webinar/Face-Time)	0	0	0	0	0	0							0
Credential Attainment	0	0	0	0	0	0							0
Employment Placement (Including Military)	0	0	0	0	0	0							0
Education Placement (Adv. Tran./Post-Sec.)	0	0	0	0	0	0							0
Paid Work Experience (WEx)	0	0	0	0	0	0							0
Unpaid Work Experience (WEx)	0	0	0	0	0	0							0
WIOA Applications Received	0	0	0	0	0	1							1
Enrollment in WIOA	0	0	0	0	0	1							1
Contract - Goal Sheet Enrollment Requirement			0			11			11				11
Active WIOA Participant Enrollment - Monthly	0	0	0	0	0	1							
Active WIOA Participant Enrollment - Quarterly	0			1									

NextGen Activity Totals for Program Year 2025

HEARTS - Henry

Service Month	1 QTR			2 QTR			3 QTR			4 QTR			YEARLY TOTAL
	Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26	
Participant Activities													
WIOA Visits - In person	2	2	7	11	15	16							53
WIOA Visits - Virtual (Webinar/Face-Time)	6	4	11	7	8	9							45
Non-WIOA Visits - In person	1	2	13	1	2	1							20
Non-WIOA Visits - Virtual (Webinar/Face-Time)	0	0	0	0	0	0							0
Credential Attainment	0	0	0	0	0	0							0
Employment Placement (Including Military)	0	0	0	0	0	0							0
Education Placement (Adv. Tran./Post-Sec.)	0	0	0	0	0	0							0
Paid Work Experience (WEx)	0	0	0	2	0	0							2
Unpaid Work Experience (WEx)	0	0	0	2	0	0							2
WIOA Applications Received	0	0	0	3	1	0							4
Enrollment in WIOA	0	0	0	3	1	0							4
Contract - Goal Sheet Enrollment Requirement			0			14			14				13
Active WIOA Participant Enrollment - Monthly	0	0	0	3	1	0							
Active WIOA Participant Enrollment - Quarterly	0			4									

NextGen Activity Totals for Program Year 2025

HEARTS - Rockdale

Service Month	1 QTR			2 QTR			3 QTR			4 QTR			YEARLY TOTAL
	Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26	
Participant Activities													
WIOA Visits - In person	0	2	7	9	10	15							43
WIOA Visits - Virtual (Webinar/Face-Time)	2	4	6	9	11	8							40
Non-WIOA Visits - In person	0	4	4	6	8	9							31
Non-WIOA Visits - Virtual (Webinar/Face-Time)	0	0	0	0	0	0							0
Credential Attainment	0	0	0	0	0	0							0
Employment Placement (Including Military)	0	0	0	0	0	0							0
Education Placement (Adv. Tran./Post-Sec.)	0	0	0	0	0	0							0
Paid Work Experience (WEx)	0	0	0	0	0	0							0
Unpaid Work Experience (WEx)	0	0	0	0	0	0							0
WIOA Applications Received	0	0	0	2	1	1							4
Enrollment in WIOA	0	0	0	2	1	1							4
Contract - Goal Sheet Enrollment Requirement			0			8			8				7
Active WIOA Participant Enrollment - Monthly	0	0	0	2	1	1							
Active WIOA Participant Enrollment - Quarterly	0			4									

MONITORING SNAPSHOT

Program Year (PY) 2025 (07/01/2025 - 06/30/2026)

NextGen Service Provider (NGSP): **Cherokee FOCUS (CYW)**

			MONITORED RESULTS				
			1 QTR	2 QTR	3 QTR	4 QTR	TOTAL
I. General Services - Participants to Serve ("Real-Time")							
TOTAL WEIGHT: 20%							
TOTAL ACTIVE							14
New Enrollment Goals			10	13	13	9	45
MONITORED RESULTS			1	2			3
New Enrollment Target Population Guidelines							
	% Goals	# Goals					
School Dropout	70%	31.5	1	2			3
English Language Learner	5%	2.3	1	0			1
Justice System (Juvenile or Adult)	9%	4.1	0	0			0
Foster System (Currently In or Aged Out)	8%	3.6	0	0			0
Disability	8%	3.6	0	1			1
Participants Enrolled 2+ Years							
MONITORED RESULTS			2	2			
II. Work Experience (WEx) Services - Participants to Serve ("Real-Time")							
TOTAL WEIGHT: 20%							
New WEx Active Participants to Serve			3	3	3	3	12
MONITORED RESULTS			1	0.33			1.33
WEx Performance at Completion							
Successful Completion		85%	N/A	100%			100%
III. Performance Measures - WIOA ("Lag-Time") & Outcome at EOS/Exit ("Stand-In")							
TOTAL WEIGHT: 40%							
Performance Outcome at Exit							
If High School Dropout, Attain GED/HSD	85%	100%	N/A				100%
If GED/HSD Recipient, Attain Industry/WIOA Recognized Credential	85%	N/A	N/A				0%
Placement in Employment or Education or Advanced Training	85%	100%	N/A				100%
WIOA Performance in Follow-Up							
<i>2nd Quarter After Exit</i> - Placement in Employment or Education or Training	88.8%	100%	100%				100%
<i>4th Quarter After Exit</i> - Placement in Employment or Education or Training	81.0%	100%	N/A				100%
<i>During Participation or Within One Year After Exit</i> - Attainment of Credential	82.7%	100%	N/A				100%
Measurable Skills Gain (MSG) & Customer Satisfaction during a Program Year							
<i>Real-Time</i> - In-Program Skills Gain (Measurable Skills Gain)	60.5%	25%	16.7%				16.7%
IV. Case Management Performance Measures ("Real Time")							
TOTAL WEIGHT: 20%							
Main WIOA Barrier Verification Documented Properly	85%						
Other Required Eligibility Documents Signed, Dated and Uploaded	85%						
Eligibility and Application Dates in VOS Match Verification Documents	85%						
Proof of Orientation Signed by Customer	85%						
Objective Assessment Completed and Summarized in VOS	85%						
All Mandatory Verification Linked to VOS Application	85%						
Mandatory Activities Assigned at Enrollment (412, 413, 433)	85%						
Other Appropriate Service Activities Assigned	85%						
Career Assessment Conducted within 30 Days of Enrollment	85%						
Original Service Plan Signed within 30 Days of Enrollment	85%						
Service Plan (IEP/ISS/ISP) Reviewed/Updated Every 60 Days	85%						
Ongoing Services Properly Documented	85%						
One of WIOA 14 Elements of Services Provided Every 30 Days	85%						
Minimum of One Face-to-Face Contact Every 30 Days	85%						
Exit Documents Signed, Dated, and Uploaded	85%						
Follow-Up Data Up-to-date in VOS (if applicable)	85%						

NOT YET MONITORED

** Columns without quarterly breakdown are monitored Annually

MONITORING SNAPSHOT

Program Year (PY) 2025 (07/01/2025 - 06/30/2026)

NextGen Service Provider (NGSP): **Hearts to Nourish Hope (HTNH) - MASTER**

		MONITORED RESULTS				
		1 QTR	2 QTR	3 QTR	4 QTR	TOTAL
I. General Services - Participants to Serve ("Real-Time")						
TOTAL ACTIVE						193
New Enrollment Goals		34	92	92	88	306
MONITORED RESULTS		37	54			91
New Enrollment Target Population Guidelines						
	% Goals	# Goals				
School Dropout	74%	226	7	20		27
English Language Learner	5%	15	2	4		6
Justice System (Juvenile or Adult)	12%	37	9	10		19
Foster System (Currently In or Aged Out)	5%	15	2	3		5
Disability	5%	15	8	12		20
Participants Enrolled 2+ Years						
MONITORED RESULTS		8	11			

II. Work Experience (WEx) Services - Participants to Serve ("Real-Time")						
New WEx Active Participants to Serve		0	36	32	32	100
MONITORED RESULTS		2	20.31			22.31
WEx Performance at Completion						
Successful Completion		85%	100%	100%		

25/25=

III. Performance Measures - WIOA ("Lag-Time") & Outcome at EOS/Exit ("Stand-In")						
Performance Outcome at Exit						
If High School Dropout, Attain GED/HSD	85%	36.4%	N/A			36.4%
If GED/HSD Recipient, Attain Industry/WIOA Recognized Credential	85%	12.5%	50.0%			25.0%
Placement in Employment or Education or Advanced Training	85%	78.9%	75.0%			78.3%
WIOA Performance in Follow-Up						
2nd Quarter After Exit - Placement in Employment or Education or Training	88.8%	66.0%	73.1%			68.5%
4th Quarter After Exit - Placement in Employment or Education or Training	81.0%	85.7%	63.6%			72.2%
During Participation or Within One Year After Exit - Attainment of Credential	82.7%	100.0%	90.9%			94.4%
Measurable Skills Gain (MSG) & Customer Satisfaction during a Program Year						
Real-Time - In-Program Skills Gain (Measurable Skills Gain)	60.5%	7.0%	10.8%			10.8%

4/11=

3/12=

18/23=

50/73=

13/18=

17/18=

12/111=

IV. Case Management Performance Measures ("Real Time")						
Main WIOA Barrier Verification Documented Properly	85%					
Other Required Eligibility Documents Signed, Dated and Uploaded	85%					
Eligibility and Application Dates in VOS Match Verification Documents	85%					
Proof of Orientation Signed by Customer	85%					
Objective Assessment Completed and Summarized in VOS	85%					
All Mandatory Verification Linked to VOS Application	85%					
Mandatory Activities Assigned at Enrollment (412, 413, 417/433)	85%					
Other Appropriate Service Activities Assigned	85%					
Career Assessment Conducted within 30 Days of Enrollment	85%					
Original Service Plan Signed within 30 Days of Enrollment	85%					
Service Plan (IEP/ISS/ISP) Reviewed/Updated Every 60 Days	85%					
Ongoing Services Properly Documented	85%					
One of WIOA 14 Elements of Services Provided Every 30 Days	85%					
Minimum of One Face-to-Face Contact Every 30 Days	85%					
Exit Documents Signed, Dated, and Uploaded	85%					
Follow-Up Data Up-to-date in VOS (if applicable)	85%					

NOT YET MONITORED

** Columns without quarterly breakdown are monitored Annually

MONITORING SNAPSHOT

Program Year (PY) 2025 (07/01/2025 - 06/30/2026)

NextGen Service Provider (NGSP): **Hearts to Nourish Hope (HTNH) - Clayton**

		MONITORED RESULTS				
		1 QTR	2 QTR	3 QTR	4 QTR	TOTAL
I. General Services - Participants to Serve ("Real-Time")						
TOTAL ACTIVE						57
<i>New Enrollment Goals</i>		0	23	22	22	67
MONITORED RESULTS		15	12			27
New Enrollment Target Population Guidelines						
	% Goals	# Goals				
School Dropout	70%	47	1	4		5
English Language Learner	5%	3	0	0		0
Justice System (Juvenile or Adult)	10%	7	5	3		8
Foster System (Currently In or Aged Out)	8%	5	1	2		3
Disability	7%	5	1	1		2
Participants Enrolled 2+ Years						
MONITORED RESULTS		0	1			
II. Work Experience (WEx) Services - Participants to Serve ("Real-Time")						
<i>New WEx Active Participants to Serve</i>		0	9	8	8	25
MONITORED RESULTS		1	10.66			11.66
WEx Performance at Completion						
Successful Completion		85%	N/A	100%		100%
16/16=						
III. Performance Measures - WIOA ("Lag-Time") & Outcome at EOS/Exit ("Stand-In")						
Performance Outcome at Exit						
If High School Dropout, Attain GED/HSD	85%	0.0%	N/A			0.0%
If GED/HSD Recipient, Attain Industry/WIOA Recognized Credential	85%	0.0%	33%			12.5%
Placement in Employment or Education or Advanced Training	85%	66.7%	66.7%			66.7%
0/4= 1/8= 8/12=						
WIOA Performance in Follow-Up						
<i>2nd Quarter After Exit</i> - Placement in Employment or Education or Training	88.8%	69.6%	62.5%			67.7%
<i>4th Quarter After Exit</i> - Placement in Employment or Education or Training	81.0%	83.3%	100.0%			87.5%
<i>During Participation or Within One Year After Exit</i> - Attainment of Credential	82.7%	100.0%	100.0%			100.0%
21/31= 7/8= 8/8=						
Measurable Skills Gain (MSG) & Customer Satisfaction during a Program Year						
<i>Real-Time</i> - In-Program Skills Gain (Measurable Skills Gain)	60.5%	3.0%	15.6%			15.6%
5/32=						
IV. Case Management Performance Measures ("Real Time")						

NOT YET MONITORED

** Columns without quarterly breakdown are monitored Annually

MONITORING SNAPSHOT

Program Year (PY) 2025 (07/01/2025 - 06/30/2026)

NextGen Service Provider (NGSP): **Hearts to Nourish Hope (HTNH) - Douglas**

			MONITORED RESULTS				
			1 QTR	2 QTR	3 QTR	4 QTR	TOTAL
I. General Services - Participants to Serve ("Real-Time")							
TOTAL ACTIVE							1
New Enrollment Goals			0	11	11	11	33
MONITORED RESULTS			0	1			1
New Enrollment Target Population Guidelines							
	% Goals	# Goals					
School Dropout	84%	28	0	1			1
English Language Learner	3%	1	0	0			0
Justice System (Juvenile or Adult)	5%	2	0	0			0
Foster System (Currently In or Aged Out)	3%	1	0	0			0
Disability	5%	2	0	1			1
Participants Enrolled 2+ Years							
MONITORED RESULTS			0	0			
II. Work Experience (WEx) Services - Participants to Serve ("Real-Time")							
New WEx Active Participants to Serve			0	2	3	3	8
MONITORED RESULTS			0	0			0
WEx Performance at Completion							
Successful Completion		85%	N/A	N/A			N/A
III. Performance Measures - WIOA ("Lag-Time") & Outcome at EOS/Exit ("Stand-In")							
Performance Outcome at Exit							
If High School Dropout, Attain GED/HSD	85%		N/A	N/A			N/A
If GED/HSD Recipient, Attain Industry/WIOA Recognized Credential	85%		N/A	N/A			N/A
Placement in Employment or Education or Advanced Training	85%		N/A	N/A			N/A
WIOA Performance in Follow-Up							
2nd Quarter After Exit - Placement in Employment or Education or Training	88.8%		N/A	N/A			N/A
4th Quarter After Exit - Placement in Employment or Education or Training	81.0%		N/A	N/A			N/A
During Participation or Within One Year After Exit - Attainment of Credential	82.7%		N/A	N/A			N/A
Measurable Skills Gain (MSG) & Customer Satisfaction during a Program Year							
Real-Time - In-Program Skills Gain (Measurable Skills Gain)	60.5%		0.0%	0.0%			0.0%
IV. Case Management Performance Measures ("Real Time")							

NOT YET MONITORED

** Columns without quarterly breakdown are monitored Annually

MONITORING SNAPSHOT

Program Year (PY) 2025 (07/01/2025 - 06/30/2026)

NextGen Service Provider (NGSP): **Hearts to Nourish Hope (HTNH) - Fayette**

			MONITORED RESULTS				
			1 QTR	2 QTR	3 QTR	4 QTR	TOTAL
I. General Services - Participants to Serve ("Real-Time")							
TOTAL ACTIVE							4
<i>New Enrollment Goals</i>			2	2	3	2	9
MONITORED RESULTS			1	1			2
New Enrollment Target Population Guidelines							
	% Goals	# Goals					
School Dropout	70%	6	1	0			1
English Language Learner	3%	0.3	0	0			0
Justice System (Juvenile or Adult)	15%	1	0	1			1
Foster System (Currently In or Aged Out)	6%	1	0	0			0
Disability	6%	1	0	1			1
Participants Enrolled 2+ Years							
MONITORED RESULTS			0	0			
II. Work Experience (WEx) Services - Participants to Serve ("Real-Time")							
<i>New WEx Active Participants to Serve</i>			0	1	1	0	2
MONITORED RESULTS			0	2.66			2.66
WEx Performance at Completion							
Successful Completion		85%	N/A	100%			100%
III. Performance Measures - WIOA ("Lag-Time") & Outcome at EOS/Exit ("Stand-In")							
Performance Outcome at Exit							
If High School Dropout, Attain GED/HSD	85%	N/A	N/A				N/A
If GED/HSD Recipient, Attain Industry/WIOA Recognized Credential	85%	N/A	N/A				N/A
Placement in Employment or Education or Advanced Training	85%	N/A	N/A				N/A
WIOA Performance in Follow-Up							
<i>2nd Quarter After Exit</i> - Placement in Employment or Education or Training	88.8%	0.0%	N/A				0.0%
<i>4th Quarter After Exit</i> - Placement in Employment or Education or Training	81.0%	N/A	50.0%				50.0%
<i>During Participation or Within One Year After Exit</i> - Attainment of Credential	82.7%	N/A	100.0%				100.0%
Measurable Skills Gain (MSG) & Customer Satisfaction during a Program Year							
<i>Real-Time</i> - In-Program Skills Gain (Measurable Skills Gain)	60.5%	0.0%	33.3%				33.3%
IV. Case Management Performance Measures ("Real Time")							

NOT YET MONITORED

** Columns without quarterly breakdown are monitored Annually

MONITORING SNAPSHOT

Program Year (PY) 2025 (07/01/2025 - 06/30/2026)

NextGen Service Provider (NGSP): **Hearts to Nourish Hope (HTNH) - Henry**

		MONITORED RESULTS				
		1 QTR	2 QTR	3 QTR	4 QTR	TOTAL
I. General Services - Participants to Serve ("Real-Time")						
TOTAL ACTIVE						6
New Enrollment Goals		0	14	14	13	41
MONITORED RESULTS		2	4			6
New Enrollment Target Population Guidelines						
	% Goals	# Goals				
School Dropout	80%	33	1	0		1
English Language Learner	3%	1	0	0		0
Justice System (Juvenile or Adult)	10%	4	1	0		1
Foster System (Currently In or Aged Out)	4%	2	0	1		1
Disability	3%	1	1	0		1
Participants Enrolled 2+ Years						
MONITORED RESULTS		0	0			
II. Work Experience (WEx) Services - Participants to Serve ("Real-Time")						
New WEx Active Participants to Serve		0	5	3	3	11
MONITORED RESULTS		0	2.66			2.66
WEx Performance at Completion						
Successful Completion	85%	N/A	100%			100.0%
III. Performance Measures - WIOA ("Lag-Time") & Outcome at EOS/Exit ("Stand-In")						
Performance Outcome at Exit						
If High School Dropout, Attain GED/HSD	85%	N/A	N/A			N/A
If GED/HSD Recipient, Attain Industry/WIOA Recognized Credential	85%	N/A	N/A			N/A
Placement in Employment or Education or Advanced Training	85%	N/A	N/A			N/A
WIOA Performance in Follow-Up						
2nd Quarter After Exit - Placement in Employment or Education or Training	88.8%	N/A	N/A			N/A
4th Quarter After Exit - Placement in Employment or Education or Training	81.0%	N/A	N/A			N/A
During Participation or Within One Year After Exit - Attainment of Credential	82.7%	N/A	N/A			N/A
Measurable Skills Gain (MSG) & Customer Satisfaction during a Program Year						
Real-Time - In-Program Skills Gain (Measurable Skills Gain)	60.5%	33.3%	33.3%			33.3%
IV. Case Management Performance Measures ("Real Time")						

NOT YET MONITORED

** Columns without quarterly breakdown are monitored Annually

MONITORING SNAPSHOT

Program Year (PY) 2025 (07/01/2025 - 06/30/2026)

NextGen Service Provider (NGSP): Hearts to Nourish Hope (HTNH) - Gwinnett

			MONITORED RESULTS				
			1 QTR	2 QTR	3 QTR	4 QTR	TOTAL
I. General Services - Participants to Serve ("Real-Time")							
TOTAL ACTIVE							120
<i>New Enrollment Goals</i>			32	34	34	33	133
MONITORED RESULTS			18	32			50
New Enrollment Target Population Guidelines							
	% Goals	# Goals					
School Dropout	60%	80	4	14			18
English Language Learner	14%	19	2	4			6
Justice System (Juvenile or Adult)	20%	27	3	6			9
Foster System (Currently In or Aged Out)	3%	4	1	0			1
Disability	3%	4	6	9			15
Participants Enrolled 2+ Years							
MONITORED RESULTS			8	10			
II. Work Experience (WEx) Services - Participants to Serve ("Real-Time")							
<i>New WEx Active Participants to Serve</i>			0	17	15	15	47
MONITORED RESULTS			1	4.33			5.33
WEx Performance at Completion							
Successful Completion		85%	100%	100%			100.0% ^{2/2=}
III. Performance Measures - WIOA ("Lag-Time") & Outcome at EOS/Exit ("Stand-In")							
Performance Outcome at Exit							
If High School Dropout, Attain GED/HSD	85%	57.1%	#N/A				57.1% ^{4/7=}
If GED/HSD Recipient, Attain Industry/WIOA Recognized Credential	85%	33.3%	100%				50.0% ^{2/4=}
Placement in Employment or Education or Advanced Training	85%	90.0%	100%				90.9% ^{10/11=}
WIOA Performance in Follow-Up							
<i>2nd Quarter After Exit</i> - Placement in Employment or Education or Training	88.8%	65.2%	77.8%				70.7% ^{29/41=}
<i>4th Quarter After Exit</i> - Placement in Employment or Education or Training	81.0%	100.0%	57.1%				62.5% ^{5/8=}
<i>During Participation or Within One Year After Exit</i> - Attainment of Credential	82.7%	100.0%	85.7%				87.5% ^{7/8=}
Measurable Skills Gain (MSG) & Customer Satisfaction during a Program Year							
<i>Real-Time</i> - In-Program Skills Gain (Measurable Skills Gain)	60.5%	8.5%	7.2%				7.2% ^{5/69=}
IV. Case Management Performance Measures ("Real Time")							

NOT YET MONITORED

** Columns without quarterly breakdown are monitored Annually

MONITORING SNAPSHOT

Program Year (PY) 2025 (07/01/2025 - 06/30/2026)

NextGen Service Provider (NGSP): **Hearts to Nourish Hope (HTNH) - Rockdale**

		MONITORED RESULTS				
		1 QTR	2 QTR	3 QTR	4 QTR	TOTAL
I. General Services - Participants to Serve ("Real-Time")						
TOTAL ACTIVE						5
New Enrollment Goals		0	8	8	7	23
MONITORED RESULTS		1	4			5
New Enrollment Target Population Guidelines						
	% Goals	# Goals				
School Dropout	81%	19	0	1		1
English Language Learner	3%	1	0	0		0
Justice System (Juvenile or Adult)	10%	2	0	0		0
Foster System (Currently In or Aged Out)	3%	1	0	0		0
Disability	3%	1	0	0		0
Participants Enrolled 2+ Years						
MONITORED RESULTS		0	0			
II. Work Experience (WEx) Services - Participants to Serve ("Real-Time")						
New WEx Active Participants to Serve		0	2	2	2	6
MONITORED RESULTS		0	0			0
WEx Performance at Completion						
Successful Completion	85%	N/A	N/A			N/A
III. Performance Measures - WIOA ("Lag-Time") & Outcome at EOS/Exit ("Stand-In")						
Performance Outcome at Exit						
If High School Dropout, Attain GED/HSD	85%	N/A	N/A			N/A
If GED/HSD Recipient, Attain Industry/WIOA Recognized Credential	85%	N/A	N/A			N/A
Placement in Employment or Education or Advanced Training	85%	N/A	N/A			N/A
WIOA Performance in Follow-Up						
2nd Quarter After Exit - Placement in Employment or Education or Training	88.8%	N/A	N/A			N/A
4th Quarter After Exit - Placement in Employment or Education or Training	81.0%	N/A	N/A			N/A
During Participation or Within One Year After Exit - Attainment of Credential	82.7%	N/A	N/A			N/A
Measurable Skills Gain (MSG) & Customer Satisfaction during a Program Year						
Real-Time - In-Program Skills Gain (Measurable Skills Gain)	60.5%	N/A	0.0%			0.0%
IV. Case Management Performance Measures ("Real Time")						

NOT YET MONITORED

** Columns without quarterly breakdown are monitored Annually



COMMITTEE MEETING SCHEDULE

NextGen Committee (NGC)

Calendar Year 2026

Meeting Location:

*Atlanta Regional Commission (ARC)
International Tower
229 Peachtree Street NE., Suite 100, Atlanta, GA 30303*

DATE	TIME	LOCATION / CONFERENCE ROOM
February 12, 2026 (Thursday)	12:00 pm – 2:00 pm	Atlanta Regional Commission Executive Conference Room
May 14, 2026 (Thursday)	12:00 pm – 2:00 pm	Atlanta Regional Commission Executive Conference Room
August 20, 2026 (Thursday)	12:00 pm – 2:00 pm	Atlanta Regional Commission Executive Conference Room
November 12, 2026 (Thursday)	12:00 pm – 2:00 pm	Atlanta Regional Commission Executive Conference Room

NOTE: Meetings are typically held at ARC; however, different locations may be designated.