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To: Local Workforce Area Signatory Officials
Local Workforce Development Board Chairs
Local Workforce Development Area Administrators

From: Kevin Cummings /s/
Director of Technical Services, Policies and Reporting

Subject: **Determining High Poverty Area for WIOA Youth Program Eligibility**

Date: April 1, 2020

Title I of the Workforce Innovation and Opportunity Act outlines a broad youth vision that supports an integrated service delivery system and provides a framework through which states and local areas can leverage other federal, state, local, and philanthropic resources to support in-school youth (ISY) and out-of-school youth (OSY). To be eligible for the WIOA youth program, individuals must meet one or more of the eligibility barriers listed in WIOA § 129(a)(1)(B)(iii) for OSY and WIOA § 129(a)(1)(C)(iv) for ISY. The WIOA youth program includes requirements and exceptions for low-income status for ISY and OSY, including a provision for youth living in high poverty areas to qualify as low-income. A high poverty area is a census tract that has a poverty rate of at least twenty-five percent as set every five years using the American Community Survey 5-Year data.

On March 31, 2020, the American Fact Finder website of the US Census Bureau, used to determine whether a youth resides in a high poverty area, was taken offline. The process to determine whether a youth lives in a high poverty area has been updated in light of this. The attached instructions should be used to find high poverty census tracts by address. The step-by-step instructions utilize the *Poverty Equal To or Greater Than 25%* spreadsheet, located on SCWOS in Staff Online Resources, and the GeoCoding website of the US Census Bureau.

This memo will remain in effect until an update to State Instructions 15-13 and 15-13, Change 1, has been issued in the near future.

Questions may be directed to Technical Services, Policies and Reporting at PolnPro@dew.sc.gov.

Attachment: Instructions for Finding High Poverty Census Tract by Address