



Workshop Recording | Resources | Slides

Topic	Prepare for Summer Youth Employment
Presenters	Melissa Alexander, Office of Temporary and Disability Assistance Juie Deo, NYSDOL Program Development Unit
Description	<p>Workforce Innovation and Opportunity Act (WIOA) Title IB youth programs are required to spend 20% of their funds on providing work experiences to youth.</p> <p>The Summer Youth Employment Program (SYEP) presents an opportunity for youth to get work experience while learning work readiness skills. Join this webinar to get your questions about SYEP answered and start preparing for summer.</p>
Recording	<p>At dews.webex.com choose "Webex Training" from the triple bar icon. In the upper right corner, go to "View session recordings." Search the workshop topic. Select "View" for the recording. When prompted, enter "Careers" for the password.</p> <p>To view polls in the presentation, if any, listen to the recording of the webinar. When the poll results are discussed, click on orange button on the top right to view the results in the poll box.</p>
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Summer Youth Employment Program Workshop

Follow-up Resources

- [Summer Youth Employment Program \(SYEP\)](#) – PDF of the webinar presented on January 23, 2019.
- [Temporary Assistance for Needy Families \(TANF\) Youth Services Application](#) – Contains the form and instructions necessary to apply for TANF. .
- [Office of Temporary and Disability Assistance, Local Commissioners Memorandum on TANF services for participants with 200% of Federal Poverty Level](#) – Covers guidance that programs can make youth eligible if they fall within 200% of the poverty line.
- [200% of Federal Poverty Guidelines](#) – Offers a chart to determine if a youth falls in the 200% of the Federal Poverty.
- [SSI Income Exclusions](#) – Provides information about income a student may exclude from counting against their benefits.
- [Sexual Harassment Prevention Requirement](#) – Comprises details about required Sexual Harassment Policies and Training for businesses. If youth are employed by your agency they should receive this information.
- [Training and Employment Guidance Letter \(TEGL\) 21-16](#) – Offers detailed explanations of work, educational and occupational components of Workforce Innovation and Opportunity Act (WIOA).
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Summer Youth Employment Program (SYEP) and WIOA Youth Program

Outline

- Introduction
- Background
- Allocations
- Participant Eligibility
- Activities and Services
- Statistics
- Questions

WIOA Youth Program Work Experience

- Work Component
- Educational Component
 - Academic
 - Occupational
- Connection with Individual Services Strategy/Career Pathways
- 20% of local program funding

WIOA Youth Program PIRL Reporting

-  **Work Experience Element**
- Job Shadowing (Youth)
 - On-the-Job Training (Youth)
 - Pre-Apprenticeship Programs (Youth) 
 - Summer Employment/Internships Summer Only (Youth)
 - Other Work Experience Type (Youth) 
 - Employment/Internships Not Limited to Summer (Youth)

SYEP Background

- The SYEP is an important platform to introduce youth into the workforce, helping them acquire skills that can be used to improve school performance and become responsible adults.
- OTDA has administered the SYEP since 2005, and allocates funds to each district to provide summer employment opportunities throughout the State.
- Districts may opt to retain their allocations and use district mechanisms (e.g., direct administration, district contracts, transfer of funds between county agencies) to operate the program, or they may assign funds to their Local Workforce Development Board.



SYEP Allocations

- In 2018, a total of \$40 million was made available to support the SYEP. Districts received a base allocation equivalent to what they received in 2017. An additional \$4 million was made available to account for the NYS Minimum Wage Rate increase that went into effect on December 31, 2017. These funds were distributed based on each district's share of 12 to 17-year-olds residing in households with income under 200% of the federal poverty level.
- District allocations are made available each year via Local Commissioners Memorandum.
- WDBs are notified by OTDA in writing if a district(s) opts to transfer the administration of SYEP.
- Funding is available for allowable expenses incurred for SYEP services from May 1st through September 30th each year.



SYEP Participant Eligibility

- Eligible participants include youth ages **14 to 20** that are:
 - Family Assistance (FA) recipients;
 - Former FA recipients who have reached their 60-month limit on TANF and have transitioned to Safety Net Assistance (SNA); **or**
 - Eligible under the 200% of federal poverty guidelines in accordance with [00-LCM-20](http://otda.ny.gov/policy/directives/2000/LCM/00_LCM-20.pdf) (http://otda.ny.gov/policy/directives/2000/LCM/00_LCM-20.pdf).



SYEP Participant Eligibility

- SYEP providers are encouraged to use the TANF Youth Services Application and Review Form ([LDSS-4770](http://otda.state.ny.net/ldss_eforms/eforms/4770.pdf): http://otda.state.ny.net/ldss_eforms/eforms/4770.pdf) to document eligibility determinations for participants eligible under 200% of federal poverty guidelines.
- A modified application may be used by operators if it captures all the information included on the TANF Youth Services Application. Modified applications must be pre-approved by OTDA.



SYEP Participant Eligibility

- Operators are encouraged to make special efforts to ensure participation of at-risk and vulnerable youth, including but not limited to:
 - Youth with a disability
 - Youth in foster care
 - Runaway and homeless youth
- Youth identified as at-risk must also meet the TANF eligibility criteria provided in the previous slide.

SYEP and WIOA Youth Program Partnerships

How does your WIOA Youth Program partner with the SYEP?

(Type in Chat)

SYEP Activities and Services

- The intent of the SYEP is to provide youth from low-income households with employment opportunities during the summer months.
- To augment the SYEP, operators may include educational and/or career exploration activities which will better prepare youth as they continue their education and transition to the world of work.
- Operators electing to offer educational and/or career exploration components must limit these non-employment activities to no more than 20% of each provider's SYEP enrollments.

SYEP Activities and Services

- In addition, these placements must be reserved for younger youth or those who would otherwise be more difficult to place in traditional employment opportunities.
- All non-employment activities must be pre-approved by OTDA.

SYEP Activities and Services

- Allowable activities and services include:
 - Work subsidies for youth (payment to employer or third party)
 - Education and training
 - Supportive services such as transportation, counseling, and incentive payments
- In accordance with Chapter 421 of the Laws of 2014, providers are required to include a financial literacy education program for teenagers and young adults.
- Financial literacy curriculum must be offered to all youth enrolled in SYEP, regardless of whether they are engaged in employment and/or educational activities. In addition, instruction must be offered to SYEP participants annually during the May 1st through September 30th program dates.

SYEP Activities and Services

- Operators should make a concentrated effort to maximize the number of youth employed by each allocation and limit administrative and program staffing expenditures to those essential to program delivery.
- A 15% spending limitation is set for administrative costs including salaries and fringe benefits of staff performing activities related to eligibility determinations; preparing program plans, budgets and schedules; monitoring programs and projects; performing procurement activities; providing public relations; performing accounting, legal, payroll, and personnel activities; providing management of property; and preparing reports and other documents.

SYEP Activities and Services

- Youth may be placed at public, private or nonprofit worksites through the SYEP. Many operators partner with local daycare providers and summer camps to make employment opportunities available to participants of all ages during the summer. These worksite locations often provide rewarding work experiences for SYEP participants, and benefit the community by making slots accessible for children at a reduced or no cost.
- SYEP operators must ensure that youth participants are assigned work activities which are allowable under federal and State labor laws. Information regarding the employment of minors can be found on the DOL's website at: <https://www.labor.ny.gov/workerprotection/laborstandards/workprot/minors.shtm>.

SYEP Activities and Services

- All SYEP participants must be paid at least the State Minimum Wage Rate for the county in which they are working for any hours of employment.
- If youth are reimbursed at an hourly rate that is below the State Minimum Wage Rate (or a stipend that equates to a rate below the State Minimum Wage Rate) for non-employment activities, the hourly rate and/or stipend must be provided to Office of Temporary and Disability Assistance (OTDA).
- Information regarding the New York State Minimum Wage may be found on the DOL's website at: <https://www.labor.ny.gov/workerprotection/laborstandards/workprot/minwage.shtm>.

SYEP Statistics

State Fiscal Year (SFY)	Summer	Funding	Number of Youth Employed
SFY 2011-12	2011	\$15,500,000	11,327
SFY 2012-13	2012	\$25,000,000	17,112
SFY 2013-14	2013	\$25,000,000	17,522
SFY 2014-15	2014	\$27,500,000	18,591
SFY 2015-16	2015	\$30,000,000	18,799
SFY 2016-17	2016	\$31,000,000	18,746
SFY 2017-18	2017	\$36,000,000	19,371
SFY 2018-19	2018	\$40,000,000	18,909



Questions and Answers



Contacts

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