

## WIOA Youth Program Gift Card Advisory

### Gift Card Provision

The WIOA youth program allows for the issuance of incentives to program participants. Per Employment and Training Services Division [Youth Incentive Policy 07-522](#) the term *incentive* means an inducement or reward made to a youth participant to encourage achievement of workforce development activities. Incentives must be connected to recognition of achievement of milestones in the program tied to work experience, education or training paid in the form of gift a card to the participant. Incentives cannot be entertainment related, such as for movies, video games, sporting events, merchandise, or other venues whose primary intent is entertainment.

Gift cards have a maximum allowable dollar amount per qualifying activity; career planners must determine appropriate incentive amounts based on the maximum allowable and their programs available funding. Participants must sign for each gift card received.

### Allowable Activities for Incentive

Enrolled Participant	Max Amount
Attained secondary education diploma or GED	\$250
Attained industry recognized occupational credential	\$100
Completion of AKCIS profile, Interest Inventory, and Resume	\$50
Successful completion of a measureable skill, task, academic or occupational training module	\$50
Passed GED Science test	\$50
Passed GED Social Studies test	\$50
Passed GED Reasoning Through Language Arts test	\$50
Passed GED Mathematical Reasoning test	\$50
Attained Work Keys Bronze	\$20
Attained Work Keys Silver	\$30
Attained Work Keys Gold	\$40
Attained Work Keys Platinum	\$50

Follow- Up Participants	Max Amount
Attained unsubsidized employment after exit	\$100.00
Employed in 2nd quarter after exit	\$100.00
Employed in 4th quarter after exit	\$150.00
Accepted into a registered Apprenticeship Program	\$200.00
Accepted to Job Corp	\$150.00
Entered Post-Secondary Education after exit	\$100.00
Attained Industry Recognized Credential after exit	\$150.00



**WIOA Youth Participant Gift Card Log**

By signing below, I take full responsibility for safeguarding each gift cards issued to me, and understand that lost or stolen gift cards will not be replaced, and may affect issuance of future gift cards to me.

**Participant Name (Print):** \_\_\_\_\_

**Participant Signature:** \_\_\_\_\_

**Case Manager Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

	ISSUE DATE	GIFT CARD MERCHANT	AMOUNT	PARTICIPANT INITIAL	ISSUED BY
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					