

**Division Of Employment & Rehabilitation Services**  
**Workforce Innovation and Opportunity Act (WIOA) Title I-B**  
**Informational Broadcast (IB)**  
**23-019**  
**Youth Program Policy Updates**  
***Effective Immediately***

This broadcast is to inform all Local Workforce Development Boards (LWDBs), Title I-B service providers, and interested parties of updates to the Workforce Innovation and Opportunity Act (WIOA) Title I-B Youth Program Policy. The policy is removing the requirement where WIO-1027A must be used, and it now allows the use of any other type of self-attestation for eligibility source documentation, except for “basic skills deficient” to align with Training and Employment Guidance Letter 09-22. The updates will be incorporated into the WIOA Title I-B Youth Program Policy when it is revised.

**Section 306 –Documentation for Eligibility – Income Verification, has been revised to read as follows under letter B, Subsection .04:**

When a verification document cannot be obtained, the Applicant Statement form WIO-1027A ([Exhibit 100B](#)), or any other form of self-attestation which includes an electronic signature or digital declaration, is an acceptable source of verification of income. The attestation must contain the youth’s signature, and a corroborating witness who has knowledge of the information provided, if the youth is between the ages of 14-17. The career planner, youth service provider or other ARIZONA@WORK staff do not qualify as corroborating witnesses and must not sign as the witness.

All requests for clarification regarding implementation should be sent to the [Title I Policy team](#).